



**Thurston County Fire Protection District 8  
Board of Fire Commissioners' Meeting  
May 9, 2023**

MINUTES of the regular Board meeting held May 9, 2023, at the South Bay Station 8-1 and remotely using Zoom. Commissioners Kilpatrick, Long, Harper, Bivens and Zvirzdys as well as Chief VanCamp, Assistant Chief LeMay and Secretary Stumpf were in attendance. Battalion Chief Hall and Firefighter Bonser were also in attendance, and Battalion Chief McBride participated remotely. The meeting was called to order at 5:30 pm.

**Community Outreach Update:** Using visuals, Drew Bonser presented an update on the COT activities and shared the plans for social media posts that included information on the ballot measure, the District's 70<sup>th</sup> anniversary and other risk reduction posts. He shared upcoming public education events and efforts being made to engage with the community. Questions were asked for clarity.

**Chief's Report:** Using a handout, Chief VanCamp presented the April 2023 Monthly Report. Questions were asked about a radio issue. Assistant Chief LeMay gave a staffing report. We have seven new recruits; two are laterals; some will be attending EMT school. We have one potential candidate for the resident house. Changes to the resident qualifications were shared. He hopes to use Bates Community College as a resource for interested candidates. Questions were asked for clarity.

**Health & Safety Update:** Battalion Chief Hall presented an update on Health and Safety. Details included the safety committee members' names; improvements to safety inspections (assigned to platoons), status of FIIRE (L&I) program; a newly launched mental health program; and the addition of three members to the Peer Support program.

**Capital Project Update:** Battalion Chief McBride updated the Board on the capital projects for South Bay Station 81 (septic). He explained that due to a miscommunication on dates, bids for the projects will be opened next Tuesday, then reviewed by our engineer. Following a recommendation to be made to the Board, (including supporting documentation), he requested a Special Meeting on May 23<sup>rd</sup> for Board approval. Chief VanCamp added that this can be a virtual meeting.

**District Master Plan Review:** Chair Kilpatrick reported that he and Chief VanCamp met and reviewed the status of the current District Master Plan as provided for in District policy. They agreed that the plan continues to be adhered to and only some "minor course corrections" may be necessary. Chief VanCamp added that as a follow-up action, he will set a goal in 2024 to have each business function manager update their respective Phase III master plan, and that this work will be incorporated into the annual PDP process. A discussion followed, that included a recommendation by Commissioner Harper for the Board to consider meeting at a special workshop to review and update our long-range plans and goal setting for 2024. Chief VanCamp responded that he would plan to host such a workshop.

**Secretary Report:**

**Minutes of Previous Meeting** – Secretary Stumpf presented the minutes of the regular meeting dated April 11 and special meeting dated March 30th for approval. Following a brief discussion, Commissioner Zvirzdys moved to approve the minutes as presented; Commissioner Long seconded the motion. The Board unanimously approved the minutes as presented.

Approval of Warrants - Warrants as audited and certified by the auditing officer, as required by RCW 45.24.080 and those expenses reimbursement claims certified as required by RCW 425.24.090, have been recorded on a listing which has been made available to the Board with the last month's meeting minutes. After extensive review, Commissioner Zvirzdys moved to approve all warrants as presented. Commissioner Bivens second the motion. The Board unanimously approved payment of warrants included in that list and further described as follows:

<b><u>General Fund (6680)</u></b>	Warrants 20951-20967	totaling \$27,635.12
	Warrants 20974-20980	totaling \$5,110.24
	Warrants 20991-21004	totaling \$16,485.85
	Warrants 21007-21018	totaling \$6,113.09
<b><u>Payroll Fund (6680)</u></b>	Warrants 20970-20973	totaling \$31,362.10
	Warrants 20983-20990 EFT4-27a-z	totaling \$261,306.71
<b><u>CR&amp;R Fund (6681)</u></b>	Warrants 20968-20969	totaling \$7,772.82
	Warrants 20981-20982	totaling \$1,402.06
	Warrants 21005-21006	totaling \$42,044.90

**Announcements:** Secretary Stumpf shared the Fire Academy graduation will be June 3<sup>rd</sup>.

**Commissioners' Comments:**

- Commissioner Zvirzdys thanked Drew Bonser and Derek Hall for their presentations.

**Review and follow-up:**

- A special meeting will be scheduled for May 23<sup>rd</sup>.
- Planning for 2024 will be scheduled.

**Adjourn:** The Board announced that the next regular meeting is scheduled for June 13, 2023, beginning at 5:30 pm. There being no further business, a motion was made and seconded to adjourn. The motion passed, and the meeting adjourned at 6:27 pm.

**ATTEST:**

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*Douglas Kilpatrick, as Chair for TCFPD 8*

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*Daniel Bivens as Commissioner for TCFPD 8*

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*Gloria Zvirzdys, as Commissioner for TCFPD 8*

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*William Harper, as Commissioner for TCFPD 8*

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*Pamela Long, as Commissioner for TCFPD 8*

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*Heidi Stumpf, District Secretary for TCFPD*