



**Thurston County Fire Protection District 8
Board of Fire Commissioners' Meeting
November 13, 2018**

MINUTES of the regular Board meeting held November 13, 2018, at the South Bay Station 8-1. Commissioners Harper, Gleckler, Berman and Zvirzdys were in attendance. Commissioner Engle was unable to attend. Chief VanCamp, Assistant Chief LeMay and Secretary Stumpf were also present. The meeting was called to order at 5:30 pm.

Chief's Report: Using a handout, Chief VanCamp presented the October 2018 Monthly Report. Questions were asked for clarity that included: storage of reserve apparatus; heating of training center; staffing at Station 8-3; shortage of Officers; results of levy restoration issue; the Battalion Chief schedule; and timeline for hiring of two new lieutenants. Following the discussion, Commissioner Harper asked Chief VanCamp to provide a timeline for hiring of two new lieutenants and implementing the new 24-hour shift schedule with milestones.

Budget Hearing - Approval of 2019 Budget Documents: Public Hearing on revenue sources for the district's following year's budget (As per RCW84.55.120). Using handouts, Secretary Stumpf presented Resolutions 18-04 Property Tax Levy; Resolution 18-05 Property Tax Increase and Resolution 18-06 Levy Certification for approval, explaining that these documents are required by the County for the District to collect \$1.50 per thousand of assessed valuation within the taxing area. Further, that estimates are used based on figures provided by the Thurston County Assessor. Commissioner Harper moved to accept Resolutions 18-04 through 18-06 as presented; Commissioner Zvirzdys seconded the motion. The Board unanimously approved said Resolutions for 2019.

End of Year Transfer of General Funds into the CR&R Fund Resolution 18-07 – Secretary Stumpf presented Resolution 18-07 Transfer of Funds for approval explaining that this annual transfer of \$279,510 from the General Fund (6680) into the Capital Repairs and Replacement Fund (6681) had been previously approved with the 2018 Budget. Commissioner Harper moved to approve the Resolution as presented; Commissioner Zvirzdys seconded the motion. The Board unanimously approved the motion to transfer \$279,510 from the General Fund (6680) into the Capital Repairs and Replacement Fund (6681). Commissioner Gleckler commented that we are not transferring any money into the Reserve account, but he would like it to be considered next year. Chief VanCamp added that he recommends this be reviewed in six months.

District Volunteer Resident Responder Program, draft Policy 3-50 & Resident Agreement: Using handouts, Chief VanCamp reviewed draft Policy 3-50 District Volunteer Resident Responder Program and a draft Resident Agreement. He explained the program would need an adequate location/facility to house residents, then adequate coverage would be scheduled. The concept would complement our regular staffing and couldn't compromise the existing staffing. Both the policy and resident agreement have been reviewed by legal counsel. Chief VanCamp also shared the results of the recent "resident program survey," that showed two interested members, although he recommends six members for the program, which equal one FTE. He also suggested we look for lateral responders, perhaps from other districts. Following the review, Chief VanCamp asked for Board approval to adopt the policy and resident agreement so that he can begin the recruitment process and search for rental properties. A discussion ensued that included several questions for clarity and comments some of which included:

- Possible costs of rentals in the area
- Commissioner Zvirzdys recommended hiring the staff before agreement to a rental property

- Minor edits to the resident agreement were suggested
- A Lieutenant would be in charge of overseeing the program

Following the discussion, Commissioner Harper made a motion to approve Policy 3-50 as presented; Commissioner Zvirzdys seconded the motion. The Board unanimously approved said motion. Commissioner Zvirzdys made a motion to approve the Resident Agreement as presented with the recommended minor revisions; Commissioner Gleckler seconded the motion. The Board unanimously approved said motion to approve the Resident Agreement with the recommended minor revisions. Commissioner Harper moved to approve going forward with the Resident Program process, to include allowing the Chief range to look for rental properties and recruit residents. Commissioner Gleckler seconded the motion. The Board unanimously approved said motion. Following the motion, Commissioner Zvirzdys added a request that she would like the Board to be informed of any progress as it develops and be notified before signing a property agreement. Commissioner Berman commented that he feels the program could be very successful, but he has concerns and recommends it be entered into with caution.

Secretary Report:

Minutes of Previous Meeting – Secretary Stumpf presented the minutes of the regular meeting dated October 9 for approval. Commissioner Harper moved to approve the minutes as presented; Commissioner Zvirzdys 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. Specific questions regarding some purchases were asked for clarity such as fuel, food and travel expenses. As of November 13, 2018, after extensive review and discussion regarding the expenses, Commissioner Berman moved to approve the warrants as submitted; Commissioner Zvirzdys seconded the motion. The Board approved payment of those warrants included in that list and further described as follows:

<u>General Fund (6680)</u>	Warrants 16394-16415	Totaling \$14,124.82
	Warrants 16437-16449	Totaling \$8,714.05
	Warrants 16433-16462	Totaling \$13,370.75
	Warrants 16463-16476	Totaling \$14,306.08
Payroll Fund (6680)	Warrants 16394, 16416-16431 & EFT10-26a-o	Totaling \$127,808.21
CR&R Fund (6681)	Warrant 16432	Totaling \$9,927.88
	(warrant 16450 was voided)	

Resolution 18-03 Section 218 Referendum:

Using a handout, Secretary Stumpf explained that in 2015 the career district members voted to no longer participate in Social Security as per the State's Section 218 referendum. At that time, she was told she could vote back into Social Security, once, providing the Board approved it. Further, she still needs to participate in the system for at least four more years in order to receive her full benefit; therefore, she requested approval by the Board to hold another Section 218 Referendum in order for her to vote back into Social Security. Following a brief discussion, Commissioner Harper moved to approve Resolution 18-03 Section 218 Referendum as requested; Commissioner Zvirzdys seconded the motion. The Board unanimously approved said motion.

Announcements:

- Secretary Stumpf mentioned the renewal for Health Care Insurance through Trusteed Plans (WFCA) was due.

- Secretary Stumpf reminder the Board of the State accountability audit exit interview scheduled for November 29th at 1:00 pm.
- Secretary Stumpf asked the Board about their interest in the State Legislative Day on January 24th. Commissioner Gleckler commented that he would like to meet with State representatives (along with Commissioners from Lacey Fire 3) to discuss bills we may want them to support.

Commissioner Comments:

- Commissioner Gleckler brought up the topic of gun and firearm issues in other Districts. He recommends we consider a District policy in the future regarding guns at the Station. Commissioner Zvirzdys added comments that she recommends we offer active shooter training to all our members.
- Commissioner Gleckler gave a reminder that approval for travel in 2019 will be discussed at the next Board meeting. He asked Secretary Stumpf to provide an updated list to the Board.
- Commissioner Gleckler commented on the State Actuary's cost of living figures, noting that they differ from the CPI for the Seattle Area that we've been using. A discussion ensued. Chief VanCamp said he would research the concerns.

Action items from the meeting:

- A timeline with milestones for hiring new lieutenants will be created
- Travel expense questions will be followed-up
- A review of the Reserve account will be done in six months
- Chief VanCamp will move forward with the Resident Program, keeping the Board informed as progress is made
- We will attempt to schedule meetings with legislative reps with Lacey 3 for the Legislative Day
- Secretary Stumpf will provide the Board with a history of conferences and travel for 2018
- Chief VanCamp will research the use of the State Actuary's cost of living figures

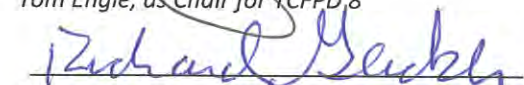
Adjourn:

The Board announced that next regular meeting is scheduled on December 11, 2018, beginning at 5:30 pm and will be held at the South Bay Station 8-1. There being no further business, the motion was made and seconded to adjourn. The motion was passed and the meeting adjourned at 7:10 pm.

ATTEST:



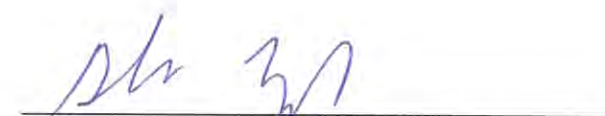
Tom Engle, as Chair for TCFPD 8



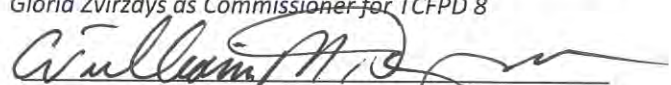
Richard Gleckler, as Commissioner for TCFPD 8



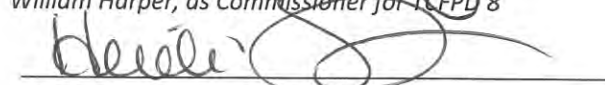
Michael Berman, as Commissioner for TCFPD 8



Gloria Zvirzdys as Commissioner for TCFPD 8



William Harper, as Commissioner for TCFPD 8



Heidi Stumpf, District Secretary for TCFPD 8