



**Thurston County Fire Protection District 8
Board of Fire Commissioners' Meeting
November 8, 2022**

MINUTES of the regular Board meeting held November 8, 2022, at the South Bay Station 8-1 and remotely using Zoom. Commissioners Zvirzdys, Kilpatrick, Harper, Bivens and Long as well as Chief VanCamp, Assistant Chief LeMay and Secretary Stumpf were in attendance. Also in attendance was Battalion Chief Hall. The meeting was called to order at 5:30 pm.

Chief's Report: Using a handout, Chief VanCamp presented the October 2022 Monthly Report. He answered questions for clarity. Assistant Chief LeMay provided an update on staffing and recruitment. He shared that we are currently processing ten volunteers and four are laterals. We are processing two new career members. Questions were asked for clarity. Secretary Stumpf provided an update on the recent public event to "Plan Your Escape." Unfortunately, no one showed up.

Health and Safety Update: Battalion Chief Hall provided an update on the current Health and Safety program, explaining that there are three components: Intake (which includes initial physicals and confirmation of immunizations). Prevention (which includes safety best practices, annual physicals and flu shots). Support (which includes peer support, peer reporting and return to work). He explained the collaborative Labor and Industry FIIRE program that we are participating in, which reduces our rates by 10% and includes injury prevention and a safety improvement plan. Commissioner Long provided input. Questions were asked for clarity.

Budget Hearing - Approval of budget documents on revenue sources for the district's following year's budget (As per RCW84.55.120). Using handouts, Secretary Stumpf presented Resolutions 22-03 Property Tax Levy Ordinance and Resolution 22-04 Levy Certification for approval, explaining that these documents are required by the County for the District to collect revenues based on the assessed valuation within our taxing area. Further, that estimates are used based on figures provided by the Thurston County Assessor. Commissioner Harper moved to accept Resolutions 22-03 and 22-04 as presented; Commissioner Zvirzdys seconded the motion. The Board unanimously approved said Resolutions for 2023.

End of Year Transfer of General Funds into the CR&R Fund Resolution 22-06 – Secretary Stumpf presented Resolution 22-06 Transfer of Funds for approval explaining that this annual transfer of \$286,000 from the General Fund (6680) into the Capital Repairs and Replacement Fund (6681) had previously been approved with the 2022 Budget. Commissioner Harper moved to approve the Resolution as presented; Commissioner Zvirzdys seconded the motion. The Board unanimously approved the motion to transfer \$286,000 from the General Fund (6680) into the Capital Repairs and Replacement Fund (6681).

Secretary Report:

Minutes of Previous Meeting – Secretary Stumpf presented the minutes of the regular meeting dated October 11 and Special Meeting dated October 18 for approval. Following a brief discussion, Commissioner Harper moved to approve the minutes as presented; Commissioner Bivens 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. Questions were asked for clarity regarding certain warrants. After extensive review and discussion regarding the expenses, Commissioner Bivens moved to approve all warrant as presented. Commissioner Kilpatrick second the motion. The Board unanimously approved payment of warrants included in that list and further described as follows:

<u>General Fund (6680)</u>	Warrants 20496-20508	totaling \$16,900.89
	Warrants 20509-20522	totaling \$17,458.28
	Warrants 20532-20541	totaling \$20,822.44
<u>Payroll Fund (6680)</u>	Warrants 20524-20531,20544 & EFTa-z	totaling \$225,227.93
	Warrants 20492-202495	totaling \$22,727.86
<u>CR&R Fund (6681)</u>	Warrant 20523	totaling \$1,838.25
	Warrants 20542-20543	totaling \$12,064.04

Announcements:

Secretary Stumpf announced that the District will hold a Holiday Dinner for all members on Monday, December 5th.

Commissioners' Comments:

- Commissioner Zvirzdys shared some insights from the recent WFCM conference that included the Snure seminar.
- Commissioner Kilpatrick also shared some insights from the recent WFCM conference that included finance topics.
- Commissioner Harper thanked Secretary Stumpf for the memorial article on Ray Harry.

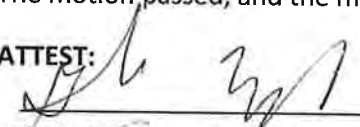
Review and follow-up:

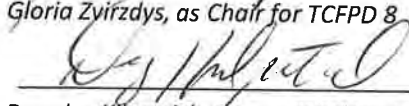
- Budget hearing documents will be sent to the County. A draft expenditure proposal will be sent to the Board for approval once labor figures are available.

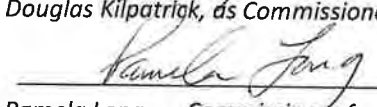
Executive Session: (As per RCW 42.30.110 (OPMA)) At 6:20 pm, the regular meeting adjourned and began an executive session. The purpose of the meeting was to a personnel performance matter. The estimated time was ten minutes. The session concluded at 6:30 pm and the regular meeting reconvened. No actions were taken.

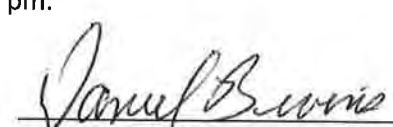
Adjourn: The Board announced that the next regular meeting is scheduled for December 13, 2022, beginning at 5:30 pm. There being no further business, a motion was made and seconded to adjourn. The motion passed, and the meeting adjourned at 6:31 pm.

ATTEST:


Gloria Zvirzdys, as Chair for TCFPD 8


Douglas Kilpatrick, as Commissioner for TCFPD 8


Pamela Long, as Commissioner for TCFPD 8


Daniel Bivens as Commissioner for TCFPD 8


William Harper, as Commissioner for TCFPD 8


Heidi Stumpf, District Secretary for TCFPD