



**Thurston County Fire Protection District 8
Board of Fire Commissioners' Special Workshop
January 27, 2020**

MINUTES of the SPECIAL Board workshop held January 27, 2020, at the North Olympia Station 8-3. Commissioners Gleckler, Harper, Zvirzdys, Kilpatrick and Long were in attendance. Chief VanCamp, Assistant Chief LeMay, and Secretary Stumpf were also present. Legal Counsel Dave Luxenberg was present from 9 am – 11:45 am. Consultant David Coleman was present from 11:30 am – 2:00 pm. The meeting was called to order at 8:00 am.

The purpose of the workshop was for the 2020 Board of Commissioners to review the Strategic Direction of the District; labor relations and Board governance.

Clarification of Agenda: Using a handout, Commissioner Gleckler reviewed the agenda and asked for any changes. Commissioner Harper requested that a discussion on the performance assessment process be added.

Introductions: Attendees introduced themselves and shared a bit of their background/history with the group.

2019 District Response Data: Using a handout, Chief VanCamp reviewed the 2019 response data, answering questions for clarification.

Executive Performance Assessment: Using a handout, Commissioner Harper reviewed the committee approach to Executive Performance Assessment that includes an annual review of the District's Plan; Chief's performance and Board planning. Committee expectations include development of policies; utilizing the PDP process; integration with master planning and succession planning; and keeping it simple.

Labor Relations: Using a Power Point presentation, legal counsel Dave Luxenberg presented a detailed program on labor relations that included: Labor laws in Washington; employee rights; subjects of bargaining; history of South Bay employee union membership and Collective Bargaining Agreements; PERC; Mediation; and Unfair Labor Practices. During the presentation, questions were asked for clarity.

Mission, Vision, Values & Goals: Using handouts, Chief VanCamp reviewed the District's Mission, Vision, Values and Goals. He also reviewed Master Planning documents; budget policy recommendations and a brief review of the District's Policies and Procedures.


Board Governance Practices: Consultant Dave Coleman (*BoardTrek*) provided a presentation on best practices for Board Governance. As an analogy he showed a double sided arrow with Governance (Board) to the left in the trees and Management (Staff) to the right in the weeds. A lengthy discussion ensued on the murky center of the arrow and how easy it is for the Board to be involved in the weeds.

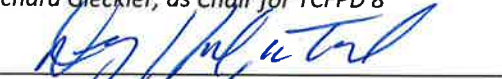
Final Items: The Board discussed a desire for a more streamlined "warrant summary report" for the approval of warrants. A desire was expressed to review and refresh policies to strengthen board governance and clarify board/staff roles. Mr. Coleman suggested that the Board write them "in the trees," as the process would be helpful. It was also suggested that the first policy to be addressed should address the lifecycle of assets.

Adjourn:

The Board announced that next regular meeting is scheduled on February 11, 2020, 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 2:10 pm.

ATTEST:

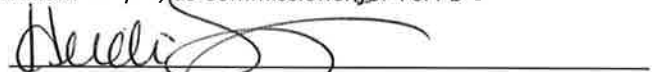

Richard Gleckler, as Chair for TCFPD 8


Douglas Kilpatrick, as Commissioner for TCFPD 8


Pamela Long, 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