



Thurston County Fire Protection District 8
Board of Fire Commissioners' Meeting
May 8, 2018

MINUTES of the regular Board meeting held May 8, 2018 at the South Bay Station 8-1. Commissioners Harper, Engle, Gleckler and Berman were in attendance. Commissioner Zvirzdys participated by phone. Chief VanCamp, Assistant Chiefs LeMay, McBride and Kilpatrick and Secretary Stumpf also attended the meeting. Guests Kurt Hardin and Anna lee Drewry from Thurston County Medic One were also in attendance. The meeting was called to order at 5:30 pm.

Medic One CPR Save Award Presentation: Kurt Hardin and Anna lee Drewry from Thurston County Medic One made a presentation to recognize South Bay responders for a recent emergency incident where they performed CPR and helped to save the life of a local forty year old gentleman. Day crew responders Assistant Chief Brent McBride; Lieutenant Travis Osborne and Firefighter Jacob Zvirzdys were each pinned with the CPR Saves pin. Director Hardin shared that our EMT's were first on scene to take over CPR from the wife of the patient. Lieutenant Osborne then spoke to share some details from the call. Questions were asked for clarity.

Chief's Report: Using a handout, Chief VanCamp presented the April 2018 Monthly Report. Questions were asked for clarity that included topics such as the Johnson Point Water Company – fire hydrants; withdrawn members and exit interviews; wildland gear; and the status of body armor purchase. A lengthy discussion followed about body armor. Chief VanCamp shared that a policy and procedure are being drafted (also provided as a handout), once implemented and members have been trained then body armor will be purchased. The level of protection will be similar to that being purchased by neighboring districts. Input and suggestions were offered. The use of the South Puget Sound Community College for EMT training was also discussed. Medic One is looking at ways to double their class capacity and the EMS counsel is working on a comprehensive plan. Engine 8-1 was also discussed. It has been returned from the shop but still has decals and headsets to be installed before it will be operable. Chief VanCamp also discussed a surplus medic unit (2009 Ford) that has been donated to the Department. It will eventually need a new chassis, but the cost to update it is still half of what it would cost to purchase a new one. A discussion ensued on the cost to refurbish. This topic will be evaluated and discussed prior to any money being spent.

Master Plan Update: Using a handout Commissioner Harper indicated his recommendation to adopt the Facilities and Deployment portion of the Master Plan at the June Board meeting. Further, he requested the Board review the document and provide feedback to the Chief within the next week so that suggested changes can be consolidated into the final document. A lengthy discussion ensued regarding public feedback from the Master Planning presentation. Commissioner Berman requested a follow-up workshop be held before adopting the plan. Following a discussion, Commissioner Zvirzdys moved to hold one more Master Planning workshop in order to finalize the plan. Commissioner Gleckler seconded the motion. Commissioner Engle added that Board members need to provide their input and comments to the Chief within the next week. The Board unanimously approved the motion. Secretary Stumpf was directed to schedule the workshop. Commissioner Harper also commented that he's working with the Chief to establish other necessary topics related to the plan.

Levy Lid Lift Discussion: Using a handout provided by legal counsel Brian Snure, Chief VanCamp led a discussion on placing a Levy Lid Lift on the November ballot. He explained that a Board Resolution would need to be posted by August 7th in order to be on the ballot. The purpose would be to bring the current rate of \$1.34 (per thousand dollars) back to the \$1.50 rate that we used to have. A lengthy discussion followed regarding a multi-year levy versus a single year. This topic will be further discussed at the above mentioned Master Plan workshop. In the meantime, Chief VanCamp will begin preparing the legal documents in case the Board approves a Resolution.

Free Smoke Alarms for Citizens: Using a handout, Commissioner Berman expressed his disappointment with the quality of the free smoke alarms that are being given to citizens, noting that the manufacturer is not identified on the packaging and there is no indication that it has approval from the Underwriters Laboratories Inc. (UL). Further, he recommends we continue with the program, but purchase higher quality smoke alarms to provide to citizens. Secretary Stumpf commented that the free smoke alarm program began many years ago when we received a grant for the alarms and included specific educational information as well as a requirement that they be installed by one of our responders. After the program ended, we continued to provide free smoke alarms that were purchased in 2014 from Amazon. Further, she agreed that if the existing alarms didn't meet safety codes, then we should either end the program or replace them with higher quality alarms. She also added that the cost is significantly higher to replace them. Following a discussion, Commissioner Engle made a motion to stop giving out the current smoke alarms and to look into replacing them with UL approved ones. Commissioner Gleckler seconded the motion. The Board unanimously approved said motion. Secretary Stumpf said she would research prices and options and present them to the Board at a future meeting.

Secretary Report:

Minutes of Previous Meeting – Secretary Stumpf presented the minutes of the regular April 10th and Special Meetings April 20th and April 30th for approval. Following a brief discussion, Commissioner Gleckler moved to approve the minutes as presented; Commissioner Berman 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 regarding some purchases were asked for clarity. As of May 8, 2018, after extensive review and discussion regarding the expenses, Commissioner Gleckler moved to approve the warrants as submitted; Commissioner Engle 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 15811-15844	totaling \$29,876.88
	Warrants 15845-15853	totaling \$2,861.04
	Warrants 15872-15876	totaling \$1,766.96
<u>Payroll Fund (6680)</u>	Warrants 15737-15810 & EFT4-11a	totaling \$63,345.38
	Warrants 15854-15870 & EFT4-27a-o	totaling \$111,286.96

Announcements – Secretary Stumpf asked the Board if anyone was interested in attending the Shoreline Code class on May 22nd. Commissioner Gleckler indicated that he'd like to attend.

Commissioner Comments:

- Commissioner Gleckler commented that the Strength of Purpose group has a conflict with dates and would like to hold one meeting here at Station 8-1. He will check with Derek Hall to schedule.
- Commissioner Harper recognized Secretary Stumpf for Administrative Assistants Day.

Follow-up Items: Action items from the meeting:

- Board to provide input to the Chief on the Master plan document
- Master Plan workshop to be scheduled
- Legal documents for possible ballot issue to be prepared
- New smoke alarms to be researched

Executive Session: At 7:15 pm, the regular meeting adjourned to executive session. The purpose of the meeting is to discuss performance evaluations as per RCW 42.30.110. The estimated time was thirty minutes. At 7:40 pm the Executive Session concluded and the regular meeting convened. Following the meeting, no actions were taken.

Adjourn:

The Board announced that next regular meeting will be held on June 12, 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 7:45 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 as District Secretary for TCFPD 8