



**Thurston County Fire Protection District 8  
Board of Fire Commissioners' Meeting  
February 13, 2024**

MINUTES of the regular Board meeting held February 13, 2024, at the North Olympia Station 8-3 and remotely using Zoom. Commissioners Kilpatrick, Long, Bivens and Hunter, as well as Chief VanCamp, Assistant Chief LeMay and Secretary Stumpf were in attendance. BC McBride, Lieutenant Bonser, firefighter McCosh and most members of the B Platoon were there as well. Commissioner Zvirzdys was unable to attend. The meeting was called to order at 5:30 pm.

**Promotion Recognition:** Chief LeMay recognized Firefighters Devin McCosh, Ernest Smith, Kyle Yenne and Christian Valdez for having completed their one-year probation. Congratulations were shared.

**Community Outreach Update:** Lieutenant Bonser provided a comprehensive update on the COT, sharing the social media analytics with a thorough explanation. The post schedule has undergone streamlining for enhanced efficiency. We have a transition in responsibilities, as firefighter Christian Valdez assumes the role previously held by Ryan Fakkema, who has decided to step down.

**Station 8-1 Water Pipe Incident Report and Emergency Resolution 24-10:** BC McBride provided a summary of the Station 8-1 water pipe incident that transpired on January 15th. He explained that a frozen water pipe in Secretary Stumpf's office burst, leading to the flooding of her office, the hallway, and causing damage to adjoining offices. Comprehensive details regarding the incident and mitigation process were presented. A discussion ensued and questions were asked for clarity. Following the discussion, Chief VanCamp requested approval for Emergency Resolution 24-01, explaining that it was necessary in order to waive competitive bidding requirements and expedite repairs. Commissioner Bivens moved to approve the Resolution as presented. Commissioner Hunter seconded the motion. The Board unanimously approved said motion.

Using handouts, BC McBride requested approval for additional facility repairs work to be done, (including replacement of carpet and painting in the administrative areas that weren't affected by the flood). He clarified that these items were already scheduled in the 2024 CR&R budget. However, he expressed the desire to expedite the work, citing the advantage of contractors already performing similar tasks for the repairs, ensuring coherence in the carpet and paint used. The estimate for flooring was \$27K and for painting \$13K. Commissioner Long moved to approve the request for the additional work as presented. Commissioner Hunter seconded the motion. The Board unanimously approved said motion.

BC McBride continued by offering a brief update on facility savings. He explained that he has been monitoring the updated thermostats installed a couple of years ago, revealing an approximate savings of \$6,700 since their installation. Additionally, new energy-efficient LED lights have been installed, further contributing to financial savings.

**2024 Goals, Objectives, and Business Plan:** Using handouts, Chief VanCamp presented a comprehensive overview of the current Goals, Objectives, and Board-approved Business Plan. He addressed the staffing challenges associated with maintaining a 24/7 schedule for two fire departments, which led to the formulation of the current Business Plan. This plan includes the Board's directive to pursue a ballot measure during the primary election to request an excess levy. An informational ballot measure video was presented, and questions were welcomed for clarification.

Commissioner Hunter shared his opinion, suggesting that the Board engage in discussions on several key points: 1) the possibility of eliminating the volunteer program, 2) exploring the option of charging for transport services as a revenue source, 3) considering the establishment of a Regional Fire Authority (RFA), and 4) hiring a consultant firm to provide recommendations. A discussion ensued, and Chief VanCamp sought clarification from the Board, emphasizing the time-sensitive nature of the currently approved plan. Commissioner Hunter added that these ideas could be explored in a future workshop, possibly years down the road.

After the discussion, the Board generally agreed with the current Goals, Objectives, and Master Plan. Despite the recommendation to hold a Board workshop to further discuss these topics, concerns were raised about the challenge of scheduling additional Board meetings.

**Chief's Report:** Chief VanCamp used multiple handouts to present the January Monthly Report, along with a recap of 2023 incidents, run and location activity statistics, and Target Levels of Service data, which led to a discussion. Chief LeMay provided a staffing report, noting that four members had resigned, including some who were hired as career responders, resulting in a current volunteer count of 28. He reminded the Board that our target is to maintain a volunteer force of 30 members.

**Draft Policy 1-20 Public Access to District Records:** Chief VanCamp presented a handout and sought approval for Policy 1-20, Public Access to District Records, highlighting the implementation of previous recommendations to separate policy from procedure. Commissioner Hunter moved to approve the policy as presented. Commissioner Long seconded the motion. The Board unanimously approved the motion.

**Medic One Reimbursements:** Chief VanCamp used several handouts to clarify the reimbursement process from Medic One to the Board. There is a common misconception that taxes paid to Medic One are directly passed on to Fire Departments; however, the reality is that Medic One only partially reimburses EMS costs. Fire Departments generate revenue exclusively from fire protection taxes. In 2023, only 9.8% of our EMS costs were covered, and 90% of these costs are considered "incremental." A thorough discussion followed, including the multi-criteria formula used for reimbursement.

**Secretary Report:**

Minutes of Previous Meeting – Secretary Stumpf presented the minutes of the regular meeting dated January 9, 2024 for approval. Commissioner Long 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. After extensive review, and with questions asked for clarity, Commissioner Long moved to approve all warrants as presented. Commissioner Bivens seconded the motion. The Board unanimously approved payment of warrants included in that list and further described as follows:

<b>General Fund (6680)</b>	Warrants 21592-21600	totaling \$8,437.72
	Warrants 21601-21615	totaling \$36,866.57
	Warrants 22064-22076	totaling \$31,665.04
	Warrants 21641-21645	totaling \$13,420.34
	Warrants 21646-21660	totaling \$25,901.28
<b>Payroll Fund (6680)</b>	Warrants 21625-21634,EFT1-26a-z	totaling \$288,345.63
	Warrants 21635-21640	totaling 32,279.83

**2024 Meetings & Memberships:** Using a handout, Secretary Stumpf presented proposed conferences, travel, and organization memberships for Board approval. She explained that as per policy 1-02-PO-00, the Board needs to authorize attendance at conferences, travel and meetings. Following a brief discussion, Commissioner Hunter moved to approve the proposal as presented; Commissioner Long seconded the motion. The Board unanimously approved the proposal.

**Announcements:**

Secretary Stumpf shared:

- There will be a Special Board Meeting on Friday, March 22, 2024, beginning at 9:00 am.

**Review and Follow-Up:**

- Chief VanCamp and Commissioner Kilpatrick will work to schedule a future Board workshop to discuss Commissioner Hunter’s recommendations.

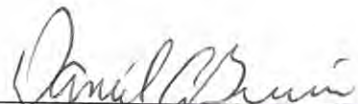
**Executive Session:** (As per RCW 42.30.110 (OPMA)) At 6:58 pm, the regular meeting adjourned and began an executive session. The purpose of the meeting was for an employee performance review. The estimated time was thirty minutes. The session concluded at 7:28 pm and the regular meeting reconvened. No action was taken.

**Adjourn:** The Board announced that the next regular meeting is scheduled for March 12, 2024, beginning at 5:30 pm and will be held at the North Olympia Station 8-3. There being no further business, a motion was made and seconded to adjourn. The motion passed, and the meeting adjourned at 7:30 pm.

**ATTEST:**



Douglas Kilpatrick, as Chair for TCFPD 8

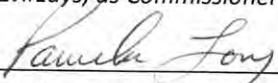


Daniel Bivens as Commissioner for TCFPD 8

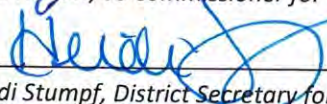
Gloria Zvirzdys, as Commissioner for TCFPD 8



Jake Hunter, as Commissioner for TCFPD 8



Pamela Long, as Commissioner for TCFPD 8



Heidi Stumpf, District Secretary for TCFPD