



**Thurston County Fire Protection District 8  
Board of Fire Commissioners' Meeting  
January 8, 2019**

MINUTES of the regular Board meeting held January 8, 2019, at the South Bay Station 8-1. Commissioners Harper, Gleckler, Berman and Zvirzdys were in attendance. Commissioner Engle participated by phone. Chief VanCamp, Assistant Chief LeMay and Secretary Stumpf were also present. Members of the public were also in attendance. The meeting was called to order at 5:30 pm.

**2019 Board Establishment:** Commissioner Harper made a motion to nominate Commissioner Gleckler as the 2019 Board Chair and Commissioner Zvirzdys to be Vice Chair. Commissioner Engle seconded the motion. The Board unanimously approved said motion. Commissioner Zvirzdys made a motion to nominate Commissioner Engle for the position of labor management representative and Commissioner Berman to be the Citizens' Advisory representative. Commissioner Gleckler seconded the motion. The Board unanimously approved said motion.

**Chief's Report:** Using a handout, Chief VanCamp presented the December 2018 Monthly Report. Commissioner Harper commented that Station 8-3's Level of Service was improved. Chief VanCamp added that they have more drivers and qualified members to be deployed, as well as the two new Fire Fighters, and Lieutenants were assigned some overtime for nights and weekend in an effort to improve staffing. Questions were asked for clarity that included: why are revenues lower than expected; Chief VanCamp explained that we've not yet received the total payment for the cell tower rental. Using a handout, Chief VanCamp discussed volunteer recruit status and historic staffing data. Assistant Chief LeMay added comments that we have 26 new applicants that will be going through the testing process this week. A recent donation of \$4000 from Weyerhaeuser to the Firefighters' Association was also discussed. A request was made for the Monthly Report to include staffing start dates, resignation dates and reason for resignation.

**Promotional Process:** Chief VanCamp shared that firefighter Pawlowski has been promoted to temporary Lieutenant. The posting to hire new lieutenants will close next week. A review of applicants and testing will follow.

**Surplus Real Estate Status:** Chief VanCamp provided an update on the sale of surplus properties. He shared his surprise at the interest in properties, noting that the expectation was that they would be on the market for a long time; however, several competitive bids came in, and based on realtor Toth's recommendation and Board direction to seek the highest sale available, he accepted a higher than listed price on the Hendershot property. The sale closed on the 26<sup>th</sup> of December as the buyer wanted to close before the end of the year. Funds will be deposited into the Capital Reserve account. The Puget Beach property had a bidding war and the accepted bid was \$100,000 over the asking price. That sale is scheduled to close this week. The property is being cleaned up and arrangements are being made to continue residency in the mobile home. The property on Zangle Road has had several offers, but some have been withdrawn due to water supply concerns; however, there is a cash offer in process that is also over the asking price. The closing date is unknown as water issues are being resolved. Commissioner Gleckler expressed his opinion that he felt the Board should have been more involved with the sale process for the properties and that the Board Chair should be the signer for legal documents. Chief VanCamp stated that the properties were deemed surplus by the Board and he was directed to use Realtor Terry Toth to seek the highest sales price offered. Further, he apologized for the lack of communication and vowed to provide improved communication on future property sales.

**Station 8-3 repairs:** Chief VanCamp shared that Steve Hatton has scheduled testing of the tanks next week using boom equipment. Commissioner Berman shared comments and asked questions for clarity.

**District Volunteer Resident Responder Program:** Chief VanCamp provided an update on the resident program stating that he's found one piece of rental property and is working with the owner on the rental price. We are seeking volunteers and recruits from outside our agency to be residents.

**Reporting Software:** As requested at the last Board meeting, Chief VanCamp explained the value for the reporting software My Sidewalk. He explained the software and how it will take data from the Emergency reporting software and integrate it with demographic data to help create a community risk evaluation. It will also aid the Chief with his Monthly Report. Questions were asked for clarity. Commissioner Harper shared his opinion that the cost was very high (\$875 per month) and he is not happy with the purchase.

**Medic One BLS Contract:** Chief VanCamp requested approval for the 2019 contract with Medic One, adding that legal counsel has reviewed it. Commissioner Harper made a motion to approve the contract as presented. Commissioner Zvirzdys seconded the motion. The Board unanimously approved the 2019 Medic One contract.

**Secretary Report:**

**Minutes of Previous Meeting** – Secretary Stumpf presented the minutes of the regular meeting dated December 11 and Special meeting dated December 13 for approval. Commissioner Gleckler 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. Several questions were asked for clarity.

As of December 11, 2018, after extensive review and discussion regarding the expenses, Commissioner Harper 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 16550-16574	Totaling \$25,986.16
	Warrants 16575-16586	Totaling \$57,272.36
	Warrants 16600-16007	Totaling \$12,231.96
	Warrants 16608-16625	Totaling \$40,488.94
Payroll Fund (6680)	Warrants 16587-16599 & EFT12-27a-s	Totaling \$129,519.93

**Master Plan Phase III:** Chief VanCamp shared that he'd like to present to the Board finalized reports from each IDMT group and that he'd like to involve Commissioner Harper in finalizing the reports for presentation. Further, he recommends holding a Board workshop to establish 2019 annual Goals and Objectives. Following a brief discussion, Secretary Stumpf was directed to schedule the workshop. The Board was also asked to provide input on topics they'd like discussed.

**Announcements:**

- Secretary Stumpf shared that Legislative Day will be January 24<sup>th</sup>. She's already registered Commissioner Gleckler and Chief VanCamp. If anyone else would like to go, please let her know.

**Commissioner Comments:**

- Commissioner Zvirzdys commented on changes to business taxes for the purchase of food.
- Commissioner Harper asked about possible damage from the recent wind storm.

**Action items from the meeting:**

- Testing of fire suppression water storage system at Station 8-3 will take place next week.
- The Board will be kept informed of the progress of future property sales.
- Rental properties to house a resident program will continue to be explored.
- A Board workshop will be scheduled. The Board will provide input on items of interest.
- Progress on the use of the My Sidewalk software program as well as estimates of where savings could be made up elsewhere to offset the cost of the software will be continued.

**Executive Session:** At 7:05 pm the regular meeting adjourned to executive session. The purpose of the session was to discuss an employee performance review. The estimated time was thirty minutes. At 7:35 pm, the Executive Session concluded and the regular meeting convened. No actions were taken.

**Adjourn:**

The Board announced that next regular meeting is scheduled on February 12, 2019, 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 7:40 pm.


**ATTEST:**

  
Richard Gleckler, as Chair for TCFPD 8

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Tom Engle, 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