



**Thurston County Fire Protection District 8  
Board of Fire Commissioners' Meeting  
September 10, 2019**

MINUTES of the regular Board meeting held September 10, 2019, at the South Bay Station 8-1. Commissioners Harper, Gleckler, and Zvirzdys were in attendance. Commissioner Engle participated by phone; Commissioner Berman was unable to attend. Chief VanCamp, Assistant Chief LeMay and Secretary Stumpf were present. Guest Ryan Pantier, from Sunset Air was present. Several members were also in attendance, as well as Commissioners-elect Kilpatrick and Long. The meeting was called to order at 5:30 pm.

**Solar Energy Project Update:** Using a handout, Ryan Pantier, from Sunset Air, provided an update on the Solar Energy project. The District is continuing to save money. Questions were asked for clarity. The possibility of installing solar panels at Station 8-3 was discussed at length. Due to the fact that energy grants are not available at this time, and the estimated cost is upwards of \$70,000; Mr. Pantier does not recommend pursuing installing solar panels at Station 8-3 at this time. Solar saving would take 40+ years to recapture. Chief VanCamp added comments that the District is closely monitoring power use at all stations.

**Chief's Report:** Chief VanCamp presented the August monthly report. He noted that Station 8-3 has been staffed 95% for July and August. Questions were asked for clarity. Commissioner Harper requested a couple of minor changes to future Monthly Reports. The Lieutenant register closed and background checks are being done on the five applicants. The assessment will be done on October 1<sup>st</sup>.

**Resolution 2019-01 Exempting purchase of aid unit from competitive bid process:** Using a handout, Chief VanCamp requested approval of materials and labor for a replacement aid unit that would be rebuilt on a free vehicle received in June 2019 from *Thurston County Medic One*. The vehicle was originally manufactured by Braun-Northwest in Chehalis. He recommends the rebuilding work be performed by them as well. A lengthy discussion ensued and Chief VanCamp explained the sole source resolution and answered questions for clarity. Further, he added that the document was reviewed by legal counsel and expenses would come from the Capital Repairs and Replacement Fund as budgeted for 2019. A couple of minor edits to the document were suggested. Following the discussion, Commissioner Harper moved to approve the request as submitted, with a couple of minor editing changes. Commissioner Zvirzdys seconded the motion. The Board unanimously approved Resolution 2019-01.

**Facilities Update:** Using a handout, Chief VanCamp requested approval for various facilities repairs to Stations 8-1 and 8-3 totaling \$22,459 of which \$4,561 will be paid by our insurance company. The expenses would be funded through the Capital Repairs and Replacement Fund as budgeted for 2019. A lengthy discussion followed, with questions asked for clarity and details of the repairs and expenses were reviewed. It was noted that the tax rate for the bid was incorrect. Following the discussion, Commissioner Harper moved to approve the request as presented, with a request to adjust the tax rate. Commissioner Zvirzdys seconded the motion. The Board unanimously approved the request as submitted.

**Draft Policy 3-02 Acting & Apprentice Officers:** Using a handout, Chief VanCamp introduced a draft policy to address the use of volunteers in leadership roles. The purpose of the policy was to clarify the role of an acting officer. A brief discussion followed. No action was requested, as this will be up for approval at a future meeting.

**Draft Goals & Objectives 2019-2010** – Using a handout, Chief VanCamp presented a draft Goals & Objectives for 2019-2010. The document was briefly reviewed and minor edits were recommended. No approval was requested.

**Secretary Report:**

Minutes of Previous Meeting – Secretary Stumpf presented the minutes of the regular meeting dated August 13 and special meetings dated August 26 for approval. Commissioner Zvirzdys moved to approve the minutes as presented; Commissioner Gleckler 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.

As of September 10, 2019, after extensive review and discussion regarding the expenses, Commissioner Gleckler 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 17390-17408	totaling \$8,523.39
	Warrants 17409-17428	Totaling \$25,937.83
	Warrants 17443-17454	Totaling \$14,587.01
<u>Payroll Fund (6680)</u>	Warrants 17430-17442, 17456 & EFT8-27a-u	Totaling \$145,600.96
<u>CR&amp;R Fund (6681)</u>	Warrants 17410 & 17429 & 17455	totaling \$42,011.72

Technology Update – Secretary Stumpf provided an update on IT Services, sharing that we are in the process of migrating our IT management from Ategan Technologies to Pacific Office. Questions were asked for clarity.

**Commissioner Comments:**

- Several Commissioners commented on a recent City of Tumwater fire service report. Members were encouraged to review the data. A lengthy discussion followed.
- Commissioner Gleckler commented on a recent newspaper article on member Jonathan Clemens.
- Commissioner Gleckler asked about follow-up items from past safety committee minutes. Why are suggestions not being followed? Assistant Chief LeMay will research.
- Commissioner Gleckler commented on a new, private business in the county called “Dispatch Health.” Chief VanCamp answered questions and provided clarification.
- Commissioner Gleckler commented on a recent article in the Daily Olympian paper regarding parking of recreational vehicles. A discussion ensued.
- Commissioner Harper asked about proxy signatures for the upcoming WFCFA conference. Secretary Stumpf replied that they are due in October and she will take care of it.

**Action items from meeting:**

- Make minor edits to Monthly Report (budget est. & staffing report)
- Make minor edits to Resolution 2019-01
- Have tax rate adjusted in Facilities repair contract
- Proxy form for WFCFA conference
- Follow-up on Safety Meeting Minutes recommendations


**Outstanding Action items:**

- Present benefit report for My Sidewalk software
- Present Provide estimated cost options for upgrade to septic system

**Adjourn:**

The Board announced that next regular meeting is scheduled on October 8, 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 7:05 pm.


**ATTEST:**

  
Richard Gleckler, as Chair for TCFPD 8

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Tom Engle, as Commissioner for TCFPD 8

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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