



**Thurston County Fire Protection District 8
Board of Fire Commissioners' Meeting
January 11, 2022**

MINUTES of the regular Board meeting held January 11, 2022, as a video-conference call, at the South Bay Station 8-1. Commissioners Zvirzdys, Kilpatrick, Harper, Bivens and Long were in attendance. Chief VanCamp Assistant Chief LeMay, Secretary Stumpf, and member Nick Van Kirk also participated. The meeting was called to order at 5:31 pm.

Swearing-in for New Member: Secretary Stumpf led the swearing in procedure for Commissioner Daniel Bivens to continue in position five for a six-year term.

2022 Board Establishment: Secretary Stumpf requested nominations for the Board Chair, Vice Chair and Labor representative for 2022. Following a brief discussion, Commissioner Long nominated Commissioner Zvirzdys to remain the Board Chair. Commissioner Bivens seconded the motion. The Board unanimously approved said motion. Commissioner Zvirzdys moved to nominate Commissioner Kilpatrick to remain as Vice Chair. Commissioner Long seconded the motion. The Board unanimously approved said motion. Commissioner Kilpatrick then nominated Commissioner Long to remain the Labor Representative. Commissioner Zvirzdys seconded the motion. The Board unanimously approved said motion.

Chief's report: Using a handout, Chief VanCamp reviewed the December 2021 Monthly Report. Questions were asked for clarity. Topics of discussion included:

- EMS concerns with BLS transport and funding issues; including non-medical incidents involving social health
- The County Fire Chiefs relationship with law enforcement, including lobbying for changes in legislation.
- Chief LeMay shared information on a recent presentation he made to the local boy scout troop.
- The generator at Station 8-1 had mechanical issues and is out of service while waiting for replacement parts.
- Assistant Chief LeMay provided an update on staffing. He shared that we hired three new career firefighters (two who were volunteers with our agency). Several members currently have Covid (three career and four volunteers), resulting in a staff shortage. Covid protocols and testing procedures were discussed. Questions for clarity were asked, including a contingency plan.
- Commissioner Kilpatrick asked if the new employees could attend the next Board meeting and be introduced.
- Commissioner Zvirzdys commented that the 2022 Staffing Plan looked great.

Performance Assessment: Commissioner Harper discussed formalizing the draft performance assessment for the Executive staff. He explained that two years ago a Board member committee evaluated the process, establishing ideas to put into practice with the intent to make it policy. He recommends integrating these concepts into our existing "General Organization of the District and Strategic Direction policy 0-02-PO-00." A brief discussion ensued. It was recommended that the Board meet in a separate meeting or retreat to review this topic and draft a revision to the policy. The Board generally agreed with the recommendation. Secretary Stumpf was directed to schedule the event.

Draft Policy 3-09-PO-01 Volunteer Leave of Absence: Using a handout, Chief VanCamp requested approval for policy 3-09-PO-01 Volunteer Leave of Absence, noting that the Board has reviewed the policy and feedback had been incorporated. Commissioner Long moved to approve the policy as presented; Commissioner Bivens seconded the motion. The Board unanimously approved said motion.

Secretary Report:

Minutes of Previous Meeting – Secretary Stumpf presented the minutes of the regular meeting dated December 14 for approval. Following a brief discussion, Commissioner Harper moved to approve the minutes as presented; Commissioner Kilpatrick seconded the motion. The Board unanimously approved the minutes as presented.

Approval of Warrants – Secretary Stumpf apologized for not having sent the warrants for review prior to the meeting. They will be presented for approval at the next regular Board meeting.

Announcements:

- Secretary Stumpf updated the Board on the status of a current fiscal audit by the State Auditor’s office.
- Secretary Stumpf shared a notice of the January 27th Legislative Session Webinar, hosted by WFCA. She asked who would like to be registered for the event.

Commissioner Comments:

- Questions were asked on the recent Memo of Understanding.
- Commissioner Bivens shared that the Thurston County Fire Commissioners’ Association will be asking Districts to pay dues of \$20 to help defray their costs.
- Commissioner Bivens also commented that he was nominated and accepted the position of Vice President for the Thurston County Fire Commissioners’ Association.

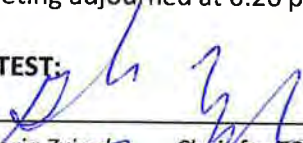
Action Items:

- The Board will be kept apprised on the status of the generator at Station 8-1.
- The General Organization of the District and Strategic Direction policy 0-02-PO-00 will be re-sent and a follow-up meeting will be scheduled to discuss.
- Secretary Stumpf will send out warrants to be approved.

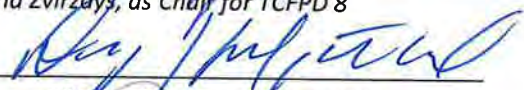
Adjourn:

The Board announced that next regular meeting is scheduled for February 8, 2022, beginning at 5:30 pm. There being no further business, the motion was made and seconded to adjourn. The motion was passed, and the meeting adjourned at 6:26 pm.

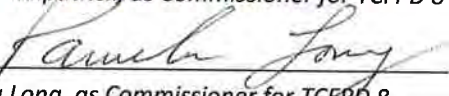
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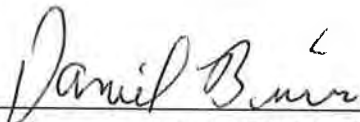
Gloria Zvirzdys, as Chair for TCFPD 8



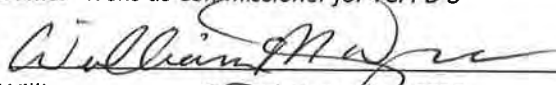
Douglas Kilpatrick, as Commissioner for TCFPD 8



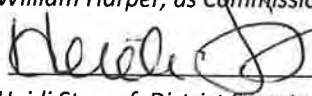
Pamela Long, as Commissioner for TCFPD 8



Daniel Bivens as Commissioner for TCFPD 8



William Harper, as Commissioner for TCFPD 8



Heidi Stumpf, District Secretary for TCFPD