



**Thurston County Fire Protection District 8
SPECIAL Board of Fire Commissioners' Meeting
September 21, 2021**

MINUTES of the SPECIAL Board meeting held September 21, 2021, as a video-conference call, at the South Bay Station 8-1. Commissioners Zvirzdys, Harper, Kilpatrick, Bivens and Long were in attendance. Chief VanCamp Assistant Chief LeMay, and Secretary Stumpf also participated. The meeting was called to order at 9:01 am.

Chief VanCamp summarized the purpose of the meeting: to continue to review the status of our current Strategic Staffing Plan and to discuss whether it is still a valid plan or do changes need to be made.

Scenarios approach: Using slides, Commissioner Harper shared his suggestions on the overall financial planning process.

1. Suggest 3 balanced scenarios:

- A - Defined service level - what we want
- B - Defined revenue - limited growth
- C - Status quo funding
- For each, balance:
 - operating model
 - service level
 - funding plan

2. Hiring in 2021:

- Evaluate feasibility
- Hiring decision

3. Use scenarios as a foundation for communication and final decision

Funding Framework: Also using slides, Commissioner Harper and Chief VanCamp reviewed the different District funds and planning considerations for each fund. The Reserve Fund is currently being held for a four-month-expense cash flow. The CR&R Fund was reviewed and updated last year with conservative estimates. The Capital Projects Fund isn't currently being used. Chief VanCamp presented options to use Bonds to pay for future capital expenses and an M&O Levy could be used for labor expenses. In the meantime, the Board could make changes to Policy 1-60, moving money from one fund to another, (ie. Reserve fund into the General Fund).

Planning Assumptions: Chief VanCamp explained that his financial assumptions used a 5% inflation figure; however, due to the current CPI, after Board discussion it was suggested that this figure be increased to 7%. A lengthy discussion took place regarding future expenses that include unknown facility costs, continued difficulty in acquiring new staff (volunteer and career) and planned collective bargaining agreement negotiations being held in 2022.

Planning Options: Using slides, three staffing options were reviewed. Plan-A: Service-driven; Plan-B: revenue limited to a base levy rate plus an excess levy (total less than a levy rate of \$2.00); and Plan-C: revenue limited to a levy rate of \$1.50. Each plan was discussed regarding the operating model, service level and funding plan options.

Next Steps: Chief VanCamp was directed to provide a revised service plan with three options for the Board to review and consider. No decisions were made. This topic to be reviewed again at a future meeting.

Adjourn:

The Board announced that next regular meeting is scheduled for October 12, 2021, 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 11:05 am.

ATTEST:



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 8