



**Thurston County Fire Protection District 8
Board of Fire Commissioners' Meeting
April 13, 2020**

MINUTES of the regular Board meeting held April 13, 2021, 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. Several Department members and their families were also in attendance. The meeting was called to order at 5:30 pm.

Covid Safety Precautions: Assistant Chief LeMay, who is the Department's "meeting Covid precautions supervisor," clarified that public safety was a priority and this meeting was being held to State standards that includes appropriate airflow, socially distancing of 6', and attendees wearing masks. The maximum occupancy of 46 people in the meeting room was followed. Also, the meeting is being offered virtually using Zoom.

Recognition Ceremony: Assistant Chief LeMay led a welcome and recognition ceremony for our newest career members (*although some were hired one year ago*) and promotions. Members were acknowledged and "pinned" by their wives or significant others. Recognition went to the following members:

- Darrel Clowes – Promotion to Battalion Chief (Brass pin on promotion)
- Shawn Mahoney – New hire and promotion to Lieutenant (Brass pin on promotion)
- Justin DeGagne – New hire and promotion to Lieutenant (Brass pin on promotion)
- Ryan Fakkema – New hire Firefighter
- Drew Bonser – New hire Firefighter

Chief's report: Using handouts, Chief VanCamp reviewed the March 2021 Report. Questions were asked for clarity. Topics of discussion included:

- members attending EMT and Fire Academies;
- awning repair at Station8-1;
- review of Goals;
- a request was made to include the "staffing average" numbers by month in the Monthly Report;
- Battalion Chief McBride provided an update on the Station 8-1 septic project, explaining that we will be re-posting the request for bids as we had only received two bids - one was not qualified and the other was double in price. The new posting will extend the time frame in order to get more reasonable bids;
- Board members were asked if they wanted to attend an Emergency Management presentation;
- The Insite wireless proposal has been approved and is in process. We will be receiving \$875K;
- We've completed the FEMA grant reimbursement process for Covid-19 expenses and will be receiving \$63K;
- The District Master Plan draft will be reviewed later.

Capital Repairs and Replacement Plan: Using a handout, Battalion Chief McBride reviewed the CR&R plan/budget focusing on the specifics for apparatus replacement. He explained that the replacement cycle has been reevaluated. Chief VanCamp added comments that the facility figures were based on history and an inflation formula. Questions were asked for clarity, including the surplus process. Concern was expressed for the low cash balance in 2030. Following the review and discussion, Chief VanCamp requested approval of the Plan. Commissioner Bivens made a motion to approve the CR&R as presented;

Commissioner Long seconded the motion. The motion to approve the Capital Repairs and Replacement Plan passed four to one with Commissioner Harper voting no.

TComm911 IGA: Chief VanCamp requested approval of the previously presented TCOMM911 IGA. Commissioner Harper expressed concerns with the governance process and some language in the IGA. Chief VanCamp explained that there is very little risk. Following a brief discussion on the topic, Commissioner Kilpatrick moved to approve the IGA as presented; Commissioner Bivens seconded the motion. The motion passed four to one with Commissioner Harper abstaining.

Secretary Report:

Minutes of Previous Meeting – Secretary Stumpf presented the minutes of the regular meeting dated March 9th for approval. Following a brief discussion, Commissioner Kilpatrick moved to approve the minutes as presented; Commissioner Long 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, including TV service at Station8-2 and scissor lift rental. As of April 13, 2021, after extensive review and discussion regarding the expenses, Commissioner Kilpatrick moved to approve all warrant as presented. Commissioner Long second the motion. The Board unanimously approved payment of warrants included in that list and further described as follows:

<u>General Fund (6680)</u>	Warrants 19066-19075	Totaling \$11,895.20
	Warrants 19076-19093	Totaling \$17,104.60
	Warrants 19104-19115	Totaling \$12,266.50
	Warrants 19117-19128	Totaling \$13,325.14
<u>Payroll Fund (6680)</u>	Warrants 19096-19103,EFT3-26a-z	Totaling \$186,128.19
	Warrants 19129-19173,EFT4-2a	Totaling \$39,434.65
<u>CR&R Fund (6681)</u>	Warrants 19094-19095, 19116	Totaling \$11,141.38

Announcements: Secretary Stumpf shared a reminder of the WFCOA annual conference.

Commissioner Comments:

- Commissioner Harper shared that WFCOA has webinars available to attend on May 12. He also commented on a House Bill that would affect requirements for Public Board meetings.
- Commissioner Bivens commented that he's been attending the Thurston County Fire Commissioners' meetings and was nominated (and accepted) a representative position.
- Commissioner Zvirzdys thanked and congratulated Commissioner Bivens for having accepted the position.

Outstanding Action Items:

- 78th Street easement parcel

Action Items:

- Staffing averages to be included in Monthly Report
- TV service to be cancelled at Station 8-2
- Board to communicate their interest in attending webinars and training opportunities
- Addition of "public comments" to be added to Board agenda

Executive Session: (As per RCW 42.30.140 (OPMA)) At 6:50 pm, the regular meeting adjourned to executive session. The purpose of the meeting was to discuss a personnel evaluation. The estimated time was thirty minutes. At 7:20 pm, the executive session concluded and the regular meeting reconvened. No action was taken.

Exempt Session: (As per RCW 42.30.140 (OPMA)) At 7:25 pm, the regular meeting adjourned to an exempt session. The purpose of the meeting was to discuss labor issues. The estimated time was one hour. The session concluded at 8:34 pm. No actions were taken.

Adjourn:

The Board announced that next regular meeting is scheduled on May 11, 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 8:35 pm.

ATTEST:

Gloria Zvirzdys, as Chair for TCFPD 8

Daniel Bivens as Commissioner for TCFPD 8

Douglas Kilpatrick, as Commissioner for TCFPD 8

William Harper, as Commissioner for TCFPD 8

Pamela Long, as Commissioner for TCFPD 8

Heidi Stumpf, District Secretary for TCFPD