



**Thurston County Fire Protection District 8
Board of Fire Commissioners' Special Workshop
June 10, 2019**

MINUTES of the SPECIAL Board workshop held June 10, 2019, at Station 8-1. Commissioners Harper, Gleckler, Berman and Zvirzdys were in attendance. Chief VanCamp, Assistant Chief LeMay and Secretary Stumpf were also present. Commissioner Engle was unable to attend. The meeting was called to order at 9:00 am

Approval of the Agenda: Two items were added to the agenda: a briefing on the performance assessment process and an Executive Session.

Performance Assessment Process: Commissioner Harper reminded the Board that the "Performance Assessment Process" that was previously reviewed at the last Board meeting, suggests that we approach our review of our Master Plan differently and to consider the following four questions/concepts:

1. Has our current situation changed?
2. Are our Strategies still valid?
3. What is the status of our objectives? (What needs to be added and/or what has been completed?)
4. Are we continuing to use specific SMART objectives going forward?

Strategic Plan Follow-Up: Using a handout, Chief VanCamp reviewed the status of Master Planning Phase II – Facilities and Deployment, explaining that the intent is to look at where we are and where we are going and what are next steps should be. He briefly reviewed the VISION.

- Demonstrate consistent & sustainable staffing
- Engaging public & support
- Deployment based on staffing model – 2 firestations
- Facility planning: adding, subtracting & modifying

He also explained that Phase II is looking ahead. This will include:

- Retention of volunteers and succession planning for officers
- The creation of 24/shift daytime Lieutenants
- Stabilized staffing for two stations

Questions were asked for clarity and issues were discussed. A lengthy discussion took place on the value of building updates, especially to Station 8-3. Chief VanCamp shared his proposal for modifications to station 8-3, which included using the ground floor for sleeping quarters, a watch office and to expand the public use area. He recommends we hire a project consultant through the Department of Enterprise Services (DES).

Phase II Objectives:

Chief VanCamp reviewed and discussed the status of our Objectives:

- Phase II Objective 1
 - IR&R staffing improvements
 - Historical & projected
- Phase II Objective 2
 - Surplus and dispose of un-needed properties
 - Complete
- Phase II Objective 3

- IR&R resident program at Station 8-2
- Why it is “delayed” (We are still searching for a rental. Discussed possibly purchasing land with a rental home that could be used as a temporary resident home, to later use the land for building a new station.)
- Phase II Objective 4
 - Operating levy restoration (2018)
 - Complete
- Phase II Objective 5
 - Detailed plans for deployment model
 - Review of options (Discussed challenges of using volunteers vs. career staff.)
- Phase II Objective 6
 - Dialog with the community
 - Strategy?
 - Implementation?

Commissioner Harper provided a handout from a recent (Liz Loomis) workshop that addressed “Developing a Strategic Communications Plan.” A lengthy discussion ensued.

- Phase II Objective 7
 - Annual assessment of staffing versus plan
 - Ongoing (2018)
- Phase II Objective 8
 - Board approval of capital plan based on 2 criteria:
 - Staffing
 - Public support
 - Timing/schedule
 - Funding

Action Items:

- Resident Program (rental/property purchase?)
- Options to procure property for new station and/or resident program
- Upgrades to Station 8-3
- Station 8-1 long range plan
- Staffing improvements (more BC’s?)
- Funding
- Completion of Training Center – Chief VanCamp recommends a defined training program before purchasing props.

Following the review, the Board agreed to meet for two future workshop to discuss parameters to guide Chief VanCamp on possible property/rental acquisition and to discuss communication techniques to use with constituents.

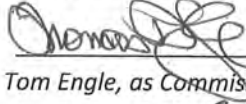
Executive Session: At 12:00 pm, the regular meeting adjourned to executive session. The purpose of the meeting is to hold an employee performance evaluation. The estimated time was thirty minutes. At 12:30 pm the Executive Session concluded and the regular meeting convened. Following the meeting, no actions were taken.

Adjourn: The Board announced that next regular meeting is scheduled on June 11, 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 12:33 pm.

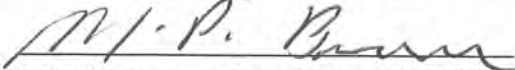
ATTEST:



Richard Gleckler, as Chair for TCFPD 8



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