



**Thurston County Fire Protection District 8
Board of Fire Commissioners' Meeting
June 13, 2017**

MINUTES of the regular Board meeting held June 13, 2017 at the South Bay Station 8-1. Commissioners Harper, Small, Gleckler, Engle and Berman were in attendance. Chief VanCamp, Secretary Stumpf, Assistant Chiefs LeMay, McBride and Kilpatrick were also in attendance as well as several public guests. The meeting was called to order at 5:30 pm.

Public Comments: Camille Pederson asked when the solar panel savings report would be presented. Chief VanCamp responded that he was working on scheduling a representative from Sunset Air to make the presentation and it would probably be August. She also asked about the public tour of the Training Center and whether it would be available for use by other agencies to possibly re-coop some of the expenses. He explained that there has been no discussion on use by other agencies, as most have their own training options. Following a brief discussion, it was decided that the tour would be held prior to the next regular Board meeting (July 11th) at 4:30 pm. Further details to follow.

SBFFA Update: Assistant Chief Kilpatrick shared that the Association (led by himself, Joe Parrish and Diana Estrada) hosted an auction birthday party last Saturday that was held at Station 8-3. Member Max Hollander requested Association approval for registration for six to participate in the Portland Stairclimb. This request was approved.

Chief's Report: Chief VanCamp presented the May Monthly report. He shared that the Lieutenants are doing excellent work with the facilities and equipment duties. He and Lieutenant Hall are touring facilities district wide to make determinations on future needs. Questions were asked for clarity regarding repair issues on Engine 8-1, sink replacement and a water supply leak. Questions were also asked about the mobilization session and department of natural resources project. Camille Pederson asked questions for clarity on the delayed responses from the April Monthly report.

Member staffing and training - Using a handout, Chief LeMay shared information on new recruits. Testing would be held on June 21 & 24th; orientation on the 29th. The next graduation ceremony is scheduled for June 22nd at 6 pm at OHS. All Commissioners were encouraged to attend.

Staffing Planning- Chief Van Camp shared that he is meeting with members of the staffing committee on Thursday to brief them on the final proposals. He plans to bring the final proposal to the Board at the next Board meeting on July 11th.

Commissioner Gleckler congratulated members David Dodge; Max Hollander and Robert Gormley on their promotions to Captain positions. He also thanked members who are pulling more than one shift.

Salary Adjustments:

Chief VanCamp recommended an amendment to the Salary Step 'Addendum A' based on an evaluation of similar positions in the county and neighboring districts. Commissioner Harper explained the District's policy on salary adjustments. Following a brief discussion, Commissioner Gleckler moved to accept the recommendation to amend salary step addendum A as presented; Commissioner Engle seconded the motion. The Board unanimously approved said motion to amendment to the Salary Step Addendum A.

Chief VanCamp continued and recommended moving secretary Stumpf to step 4 of the new salary schedule. Following a brief discussion, Commissioner Engle moved to accept the recommendation to move Secretary Stumpf's salary to step 4 as recommended; Commissioner Small seconded the motion. The Board unanimously approved said motion.

Commissioner Harper made a motion that the Board's intention was to complete Chief VanCamp's performance evaluation by his anniversary date of July 1st; however, if this isn't completed in time, the Board's intention is for any salary adjustments to be effective July 1. Salary adjustment would be made in a separate action. Commissioner Engle seconded the motion. The Board unanimously approved said motion.

Volunteer Stipend Adjustments:

Using a handout, Chief VanCamp explained that Volunteer Stipend adjustments have not been made since 2013. Following a review of the rates, and input from members and staff, he recommends adoption of a new "Appendix A" for volunteer nominal stipends. He noted that these include a longevity premium based on years of service. Questions were asked for clarity. Following a brief discussion, Commissioner Small moved to approve the Volunteer Stipend adjustment recommendation "Appendix A" as presented and including the longevity premium. Commissioner Gleckler seconded the motion. The Board unanimously approved said motion.

Jury Duty topic:

Using a handout, Chief VanCamp explained that the district has no current policy nor is it addressed in the current bargaining agreement, to address compensation for career staff who are on jury duty. He recommends paying employees for their civic duty to attend jury duty and have them return any compensation made to them by the courts. Further, they will need to make arrangements for coverage while they are out. He suggests a Memo of Understanding (MOU) be written to clarify this issue to the union. Commissioner Gleckler commented that he feels this topic should be brought up in the next negotiation process. Following a discussion, Commissioner Harper recommended that the topic be tabled and reminded the Board that collective bargaining strategy should be discussed in Executive Session.

Legal Settlement:

Chief VanCamp explained that the district has recently completed a mediation process with contractor OSG regarding an outstanding settlement for damages for the Training Center Project. The Board reviewed and approved the settlement – agreeing to pay the contractor \$32,111.04, including sales tax. He added that the retainage expenses in the amount of \$24,629.95, have not yet been paid and requested approval by the Board to pay the final bill. He clarified that these expenses are part of the original agreement and are not part of the mediation settlement. Following a lengthy discussion where Board members expressed unanimous frustration and disappointment over the settlement issue, Commissioner Small moved to approve the final retainage bill to OSG in the amount of \$24,629.95. Commissioner Gleckler seconded the motion. The Board unanimously approved said motion.

Secretary Report:

Minutes of Previous Meeting – Secretary Stumpf presented the minutes of the meetings of May 9, May 25 and June 1 for approval. Following a brief discussion, Commissioner Gleckler moved to approve the minutes as submitted; Commissioner Engle seconded the motion. The minutes were unanimously approved.

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. Questions regarding some purchases were asked for clarity. As of June 13, 2017, after extensive review and discussion regarding the expenses, Commissioner Gleckler moved to approve the warrants as submitted; Commissioner Small 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 14586-14599	totaling \$11,799.28
	Warrants 14600-14627	totaling \$13,423.79
	Warrants 14645-14658	totaling \$15,735.93
	Warrants 14660-14670	totaling \$4,707.25
	Warrants 14672-14694	totaling \$14,117.45
<u>Payroll Fund (6680)</u>	Warrants 14634-14644 & EFT5-26a-m	totaling \$102,481.19
<u>Capital Projects (6685)</u>	Warrants 14585, 14628, 14659, 14671 & 14695	totaling \$41,253.54

Commissioner Comments:

- Commissioner Small commented on the recent county submission for a risk assessment grant. He also commented on topics for future Thurston County Fire Commissioner meetings.
- Commissioner Harper reinforced the Board's frustration with the construction issues on the Training Center Project but affirmed his belief in the long-term benefit of having a central training facility for the District. Camille Pederson expressed concern that a training center strategy had not yet been developed. Chief VanCamp clarified that a plan was developed (standard response training), and a detailed use for the inside of the building was in development. This includes refinement and clarification of props. Commissioner Small added comments on the history of the Training Center Project. A lengthy discussion ensued on the benefits of training.

Follow-up Items: Chief VanCamp reviewed the action items from the meeting:

- The ESCO (Solar panel) report will be scheduled for August.
- A public tour of the Training Center will be held at 4:30 pm on July 11th, prior to the Board meeting.
- The retaining bill to OSG will be paid and the Chief will review and compile a report on lessons learned from the mediation issues.
- A staffing plan will be presented to the Board at the next Board meeting.
- Questions asked regarding the May Monthly report will be followed-up.

Executive Session: At 7:25 pm, the regular meeting adjourned to executive session. The purpose of the meeting is to discuss an employee performance review as per RCW 42.30.110. The estimated time was fifteen minutes. At 7:40 pm the Executive Session concluded and the regular meeting convened. Following the meeting, no actions were taken.

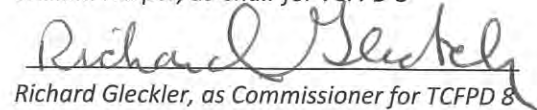
Adjourn:

The Board announced that next regular meeting will be held on July 11, 2017, 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 7:45 pm.

ATTEST:



William Harper, as Chair for TCFPD 8



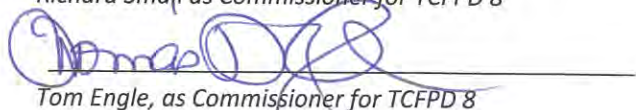
Richard Gleckler, as Commissioner for TCFPD 8



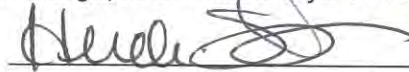
Michael Berman, as Commissioner for TCFPD 8



Richard Small as Commissioner for TCFPD 8



Tom Engle, as Commissioner for TCFPD 8



Heidi Stumpf as District Secretary for TCFPD 8