



**Thurston County Fire Protection District 8
Board of Fire Commissioners' Meeting
February 25, 2019**

MINUTES of the regular Board meeting held February 25, 2019, at the South Bay Station 8-1. (Note: this meeting was rescheduled from the earlier date of February 12th.) Commissioners Harper, Gleckler, Berman and Zvirzdys were in attendance. Commissioner Engle participated by phone. Chief VanCamp, Assistant Chief LeMay and Secretary Stumpf were also present. EMSO Clemens and member Osborne were also in attendance. The meeting was called to order at 10:00 am

Promotional Recognition: Chief VanCamp introduced Emergency Medical Services Officer (EMSO) Jonathan Clemens who in turn introduced volunteer member Mara Osborne, sharing that she is being promoted to Assistant Emergency Medical Services Officer. He went on to detail her successful completion of the Officer Development Program, adding that she has been assisting in this capacity for quite a while. Comments of congratulations were shared.

Chief's Report: Using a handout, Chief VanCamp presented the January 2019 Monthly Report. Questions were asked for clarity about: delayed responses, using Emergency Reporting for vehicle checks, crewsense data and staffing levels. Assistant Chief LeMay added comments on volunteer recruitment. Using a handout, he shared that we have 12 new members and four existing members who will be attending academy training. An IT Management Cooperative Venture was discussed. Chief VanCamp explained that we will be leaving our current IT management service – Ategan and joining Lacey Fire 3 as of March 1st. Details of the venture, including costs, have not yet been determined; however, we are discussing a joint volunteer recruitment program that could result in a quid pro quo scenario. Details will be discussed this week. Questions were asked for clarity, including questions about cost and how a joint venture for recruitment could impact our current volunteer program. Chief VanCamp expressed his view that this will be a positive impact on recruitment and retention. Following the discussion Commissioner Harper asked that the Chief provide the Board with a document with information that includes costs, trade-offs and impacts to the department.

Promotional Process: Chief VanCamp provided an update to the promotional process. Five individuals made it to the final steps of the process. They included two current volunteers, one lateral and two outside our agency. They were vetted using *Public Safety Testing*. Following the interviews, three finalists were chosen. Background checks are in process. A register is being created for future firefighter positions and to fill any promotional positions.

Surplus Real Estate Status: Chief VanCamp provided an update on the sale of surplus properties. The Zangle Road property sale has been stalled due to issues with the Title from the sale in 1963. Legal counsel is attempting to reach an heir for a signature release. If that can't be resolved, the only alternative for resolution is to pursue a ruling in Superior Court.

The buyers have agreed to their bid through the end of the month. Details of the complicated issue were discussed. The Libby Road property has not yet been listed.

Station 8-3 repairs: Chief VanCamp shared the final report from Steve Hatton regarding mitigating solutions for the fire protection system at Station 8-3. The report included commendations that were either necessary (or

needed to be made even if there is no permit authority demanding them), or recommended for better operation, better safety, or to head off larger costs or problems later. Chief VanCamp requested approval to replace the piping and tanks as endorsed by Mr. Hatton. Commissioner Berman shared his opinion that he doesn't see the need to spend the money and is extremely opposed to the recommendations. A lengthy discussion ensued with all Board members providing input and asking questions for clarity. Chief VanCamp responded in support of the corrections as part of the Master Plan Phase II and to avoid code violations. Following the discussion, Chief VanCamp was asked to prepare a summary recommendation plan that includes the minimum requirements necessary to be addresses immediately in context with our current CR&R budget and as part of the Master Plan.

District Volunteer Resident Responder Program: Chief VanCamp provided an update on the resident program. Notice has been sent to our volunteers for interest in being a resident. Our Realtor, Terry Toth continues to look for rental properties.

Board Workshop: Referring to an earlier email communication, Chief VanCamp reviewed the proposed agenda for the March 18th Board workshop. The list was discussed and prioritized. A final draft agenda will follow.

Secretary Report:

Minutes of Previous Meeting – Secretary Stumpf presented the minutes of the regular meeting dated January 8th for approval. Commissioner Gleckler moved to approve the minutes as presented; Commissioner Zvirzdys 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.

As of February 25, 2019, after extensive review and discussion regarding the expenses, Commissioner Gleckler moved to approve the warrants as submitted; Commissioner Harper 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 16704-16721	Totaling \$23,363.47
	Warrants 16726-16740	Totaling \$10,152.65
	Warrants 16754-16762	Totaling \$2,320.35
	Warrants 16763-16782	Totaling \$30,821.27
<u>Payroll Fund (6680)</u>	Warrants 16626-16703, 16723-16725 & EFT1-10	Totaling \$68,949.41
<u>CR&R Fund (6681)</u>	Warrant 16722	Totaling \$390.00

Board Decisions & Motions 2018 – Using a handout, Secretary Stumpf presented a summary of motions and decisions from 2018. These were taken directly from the minutes and prepared to help the Board recall the decisions that were made.

Announcements:

- Secretary Stumpf shared a reminder of Ron Wertz’ memorial to be held on March 2nd.
- Secretary Stumpf reminded the Board of the upcoming Crab Feed on March 9th.
- Upcoming training events through WFCA were discussed.

Commissioner Comments:

- Commissioner Berman shared his disappointment with the water tank situation at Station 8-3 and urged the District to use caution when getting estimates.
- Commissioner Harper shared his disappointment that he will miss the memorial due to another obligation.
- Commissioner Harper asked questions for clarity about the Washington State Patrol reimbursements for training academy tuition.
- Commissioner Gleckler commented on the Recruit Academy presentation. He also shared a handout from a disaster training drill and suggested Chief VanCamp use it for training.
- Commissioner Gleckler asked questions for clarification regarding a recent labor meeting.
- Commissioner Gleckler shared a reminder of upcoming PDC filing requirements.


Action items from the meeting:

- Chief VanCamp will create a summary recommendation plan for fire protection system at Station 8-3 to include the minimum requirements necessary to be addresses immediately in context with our current CR&R budget and as part of the Master Plan.
- The Board will file with the PDO as required.
- Chief VanCamp will provide a summary document for IT Services Management that will include costs, trade-offs and impacts to the department.
- Board members interested in attending WFA events will notify Secretary Stumpf so that she can register them.
- The February agenda setting meeting was rescheduled to March 4th at 9:30 am.

Adjourn:

The Board announced that next regular meeting is scheduled on March 12, 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 12:00 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