



**Thurston County Fire Protection District 8
Board of Fire Commissioners' Meeting
July 9, 2019**

MINUTES of the regular Board meeting held July 9, 2019, at the South Bay Station 8-1. Commissioners Harper, Gleckler, Berman and Engle were in attendance. Chief VanCamp, Assistant Chief LeMay and Secretary Stumpf were also present. Commissioner Zvirzdys participated by phone. Community member Susan Goth was also in attendance. The meeting was called to order at 5:30 pm.

Approval of the Agenda: Chief VanCamp added two items to the agenda. Request for approval for surplus items and request for approval for a future Commissioner Confidentiality agreement.

Chief's Report: Using a handout, Chief VanCamp presented the June 2019 Monthly Report. Items discussed included: The new aid unit to be rebuilt with a new chassis; a recent community meeting where Social Health Services were discussed; and discrepancies with staffing targets. Questions were asked for clarity. The Master Plan was discussed, including a follow-up on property acquisition. The Board explained that earlier in the day, they met for a Special Meeting to discuss property acquisition for the purpose of a rental for the proposed Resident Program or a property purchase for the purpose of building a new fire station, ideally property with an existing house that could be used as a dwelling for the proposed Resident Program.

Commissioner Gleckler then moved to authorize Chief VanCamp to secure a rental property for the purpose of housing residents for the Resident Program, should it become available, providing it meets the general criteria (response location, adequate bedrooms and bathrooms, cost, etc.) agreed upon by the Board. A preferred rental agreement would be for one year, to be reviewed at the end of the year. Commissioner Engle seconded the motion. The Board unanimously approved said motion.

Commissioner Gleckler went on to make a second motion, authorizing Chief VanCamp to make an initial, contingent offer on the purchase of property, providing it is in the ideal location and suitable for a future fire station, ideally with a house that could be used temporarily for the proposed Resident Program. The contingency would include an appraisal and Board approval. Commissioner Engle seconded the motion. The motion passed with four votes; Commissioner Berman voting no.

TCOMM IGA: Using a handout, Chief VanCamp requested Board approval for the new TCOMM Intergovernmental agreement. He explained the need for changes to the agreement and recommended approval. Following a brief discussion, the Board unanimously agreed to his recommendation.

Policy 1-92 Community Responder CPR-PAD Program: Using handouts, Chief VanCamp reviewed the draft policy to assist local businesses with the purchase of a CPR-PAD. Following a brief discussion, Commissioner Gleckler moved to approve the policy as presented. Commissioner Engle seconded the motion. The Board unanimously approved said motion.

2019 Capital Repair & Replacement schedule item: Using a handout, Chief VanCamp requested approval to purchase new hoses and fittings from the CR&R fund. He explained the need to increase the supply number of hoses; replace outdated nozzles and purchase new monitoring equipment for flow and pressure as well as fire ground monitors. A lengthy discussion ensued with questions asked for clarity. Following the discussion,

Commissioner Harper moved to approve the purchases as presented; Commissioner Engle seconded the motion. The Board unanimously approved said motion.

Surplus Items: Chief VanCamp requested approval to surplus old, outdated turnout gear that included 16 boots; 31 pants; 13 helmets; 35 coats and 26 pairs of gloves. Further, once surplused, he asked that the items be donated to the "Camp Blaze" program. He explained that gear is outdated and unable to be used by our members. Some of the gear has already been on loan for the Camp Blaze program. A lengthy discussion followed. Questions were asked for clarity. Following the discussion, Commissioner Harper made a motion to approve the request to surplus the list of outdated turnout gear as presented and further, to be donated to the Camp Blaze program. Commissioner Zvirzdys seconded the motion. The motion passed four to one with Commissioner Berman voting no.

Future Commissioner Confidentiality agreement: Chief VanCamp presented and requested approval to offer a confidentiality agreement to the two commissioner-elect members in an effort to allow them to attend future Board meetings; including Executive Sessions to begin their introduction to the responsibilities of the positions. He explained that the agreement was drafted by legal counsel and that elect members would not be voting on issues and for that reason, was low risk. A discussion followed and the Board unanimously approved the request.

Secretary Report:

Minutes of Previous Meeting – Secretary Stumpf presented the minutes of the regular meeting dated June 11 and special workshops dated June 11 & 26 for approval. Commissioner Harper moved to approve the minutes as presented; Commissioner Engle 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 July 9, 2019, after extensive review and discussion regarding the expenses, Commissioner Gleckler moved to approve the warrants as submitted; Commissioner Engle 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 17167-17185	Totaling \$17,149.78
	Warrants 17199-17211	Totaling \$19,302.11
	Warrants 17212-17223	Totaling \$7,731.49
<u>Payroll Fund (6680)</u>	Warrants 17186-17198 & EFT6-271-u	Totaling \$156,120.79

Announcements: Secretary Stumpf announced that the South Bay Firefighters' Association will hold their annual picnic at Burfoot Park on Sunday, August 25. She also reminded them that she will be on annual leave through August 7th.

Commissioner Comments:

- Commissioner Harper shared comments of congratulations to responders on recent tragic calls. He also acknowledged the Department participation at local community events.
- Commissioner Gleckler provided reminders for future County Commissioner meetings.

- Commissioner Harper asked about follow-up for Action Items at Board meetings. Secretary Stumpf offered a suggestion that they be added to the Chief's monthly report. She can go back and capture them.

Action items from the meeting:

- Corrections to figures in the Monthly report will be made.
- The TCOMM IGA will be approved.
- Policy 1-92 will be put into place and community businesses notified.
- Hose and fittings to be purchased using CR&R fund.
- Surplus items to be donated to Camp Blaze.
- Confidentiality agreement to be offered to Commissioners-elect.

Executive Session: At 6:50 pm, the regular meeting adjourned to executive session. The purpose of the meeting is to discuss an employee performance evaluation. The estimated time was twenty minutes. At 7:10 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 August 13, 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 7:12 pm.

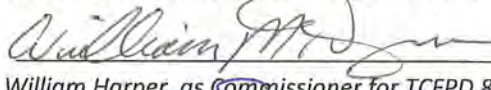
ATTEST:


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