



Thurston County Fire Protection District 8
Board of Fire Commissioners' Meeting
April 11, 2017

MINUTES of the regular Board meeting held April 11, 2017 at the South Bay Station 8-1. Commissioners Harper, Gleckler, Engle, Small and Berman were in attendance. Chief VanCamp, Secretary Stumpf, Assistant Chiefs Kessel and LeMay were also at the meeting. Several public guests and staff were also in attendance. The meeting was called to order at 5:30 pm.

SBFFA Update: Doug Kilpatrick gave a brief update on the SBFFA. A birthday party was held for a donated raffle. The recent Crab Feed generated approximately \$1600.

Chief's Report:

Chief VanCamp presented the March monthly report. The following topics were discussed and questions asked for clarity:

- Cell tower proposal - A draft contract is being reviewed by legal counsel. The next steps will be the county hearing process.
- Medic One BLS study – in process
- Savings from Solar Panels – Update to follow
- Missing Chainsaw – Notice to members to be sent out
- Training
- Uniform decontamination procedure – being updated

Volunteer Staffing: Using a handout, Assistant Chief LeMay provided a monthly update status on recruits. 14 new recruits in process; four current members are also being cross-trained and we have six new laterals. Graduation is June 22nd at Olympia High School. He also highlighted the leaders for the mentorship program. Battalion Chief Robinette is organizing the program; Captain Clemens is leading the EMT mentoring and Captain LaDue is leading the Firefighting mentoring. The mentorship program will augment the ODP program nicely. Questions were asked about training qualifications for laterals.

Staffing Master Planning:

Chief VanCamp provided an update on the Staffing Master Planning. The Chief will review the collective bargaining impacts of the ~~two general~~ proposals with the Board at a special meeting April 14th. He will also meet with the workshop committee prior to the final proposals being presented to the Board for approval.

Training Center Project Update:

Chief VanCamp shared that Phase 2 has been completed (roof & site work) and that the Training Center Strategic Team met to discuss and plan for Phase 3. The budget report is forthcoming.

Executive Salary Adjustments:

Commissioner Harper shared that the salary policy was adopted at the last Board meeting; however, the Chief's salary step had not yet been determined. Following a brief clarification of the process (reviewing comparable salary rates in the county), he moved to approve the Chief's salary to be set to Step 3 of the current pay scale. Commissioner Small seconded the motion. The motion to move the Chief's salary to step 3 of the salary schedule passed with four yes votes and one abstaining. The Secretary's salary will be reviewed at a future date.

Secretary Report:

Minutes of Previous Meeting - Secretary Stumpf presented the meeting minutes from the regular meeting dated March 14 and Special meetings dated March 20 and April 3 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 April 11, 2017, 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 14353-14368	totaling \$14,696.84
	Warrants 14386-14396	totaling \$25,646.24
	Warrants 14400-14411	totaling \$25,606.29
	Warrants 14412-14428	totaling \$12,681.36
<u>Payroll Fund (6680)</u>	Warrants 14370-14385 & EFT3-27a-n	totaling \$105,661.42
	Warrants 14398-14399	totaling \$2,600.00
	Warrants 14430-14500 & EFT14-10a	totaling \$40,230.76
<u>Capital Projects (6685)</u>	Warrants 14369, 14397 & 14429	totaling \$13,114

Announcements:

- Secretary Stumpf asked Board members about attendance at the WFCAs Chelan conference.
- Assistant Chief Kessel provided an update on the health status for Commissioner Getchman.
- Assistant Chief LeMay invited the Board and public to a Friends & Family day for the Fire Academy at Station 9-1 on April 22nd. It is a skills day for the recruits but any department members, family or friends of any Thurston County Fire department members may show up anytime between 10AM-2PM to learn more about the Academy.

Commissioner Comments:

- Commissioner Small asked questions for clarity about the water runoff from the pumphouse at Station 8-1.
- Commissioner Gleckler gave an update on the health status of Commissioner McMaster.
- Commissioner Engle gave an update on the recent WFCAs seminar he attended in Ocean Shores – specifically on “special Board meetings.”
- Board members expressed their appreciation for the staffing handout.

Action Items: Chief VanCamp reviewed the action items from the meeting:

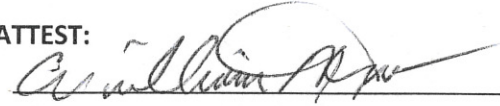
- He will meet with the Board regarding collective bargaining impacts of the proposals
- A Training Center Project report will be prepared that includes budget and timeline and phase 3
- The District Secretary’s job description and salary will be reviewed
- A solar savings update report will be provided

Executive Session: At 7:30 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 7:45 pm the Executive Session concluded and the regular meeting convened. Following the meeting, no actions were taken.

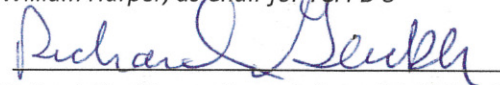
Adjourn:

The Board announced that next regular meeting will be held on May 9, 2017, beginning at 7:46 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 8:01 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