

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

September 17th, 2020

Chairman Dobry
Commissioner Roberts
Commissioner Kirkbride
Commissioner Hetzler
Commissioner Motzer

The meeting was open to the public at Station 31 and via the Zoom meeting platform.

I. CALL TO ORDER / FLAG SALUTE

Chairman Dobry called the meeting to order at 5:30pm.

II. APPROVAL OF THE AGENDA

MOTION: To approve the agenda as amended to New the Business Item regarding the Process for Commissioner Appointment as staff proposed RCW 52.14.050, rather than include all of the previously submitted commissioner applications for privacy reasons.

Motion: Commissioner Hetzler
Second: Commissioner Kirkbride
Carried: Unanimous

III. HEARING OF THE PUBLIC /MEMBERS PRESENT

- Dave Ribbachi reported that a group of ~ 15 community members has formed a Political Action Committee supporting the levy lid lift. To date they have ~ \$3,000 in recent contributions within their treasury. He shared that there is a website available for the proposition.

IV. APPROVAL OF THE CONSENT AGENDA

- Draft minutes of the September 3rd, 2020 meeting of the Board of Fire Commissioners.
- General Fund 001 (Acct# 6630) checks numbered #22226 through #22239 in the amount of \$90,567.23
- Donations Fund 001 (Acct #6633) check numbered #22240 in the amount of \$32.82

- 2017B Capital Projects Fund 307 (Acct#663B) check numbered #22209 in the amount of \$11,984.70
- Payroll #08B-2020 in the amount of \$424,311.58

MOTION: To approve the consent agenda as published.

Motion: Commissioner Kirkbride

Second: Commissioner Motzer

Carried: Unanimous

V. COMMITTEE REPORTS

A. Thurston County Medic One - EMS Council

Commissioner Kirkbride reported:

- Meeting took place yesterday. Several items unable to be reviewed due to technical difficulties including the cardiac survival rates and care facility information. Will update after their October meeting.
- Change in the ALS contract recommendations for the min and max number of units in the County. Ended up increasing ALS units and decreasing a couple of the aid units.
- Shared financial report that expenditures are down and revenue is up.
- Commissioner Dobry inquired if TCMO has received any FEMA reimbursements regarding COVID-19.
 - Commissioner Kirkbride shared that they haven't yet received their reimbursement.

B. Thurston 9-1-1 Communications (TCOMM)

Commissioner Roberts reported:

- Next meeting on Wednesday, October 7th. Discussed that she may not be able to attend the meeting and Commissioner Hetzler will act as the temporary replacement to the District alternate.

C. City / District Liaison

Chief Brooks reported:

- No meeting. Next meeting to take place on Tuesday, October 20th.

D. Thurston County Fire Commissioners Association (TCFCA)

Commissioner Dobry reported:

- Attended the SOP meeting on the 7th and the general meeting that took place on Tuesday, the 15th.
- Currently taking nomination for officer positions.

- Budget proposal for 2021. Dues will be \$0 for 2021, because there were no expenditures in 2020.
- SOP meeting discussed recent Fire Chief retirements within the County.
- Conferences set to take place, with first being held on Monday, October 19th.
- Discussion took place regarding the Mima Mounds fire and the support received from the County.
 - Chief Brooks shared information regarding the apparatus and support the District provided.
- Next TCFA meeting set to take place on Tuesday, October 20th.

E. Thurston Regional Planning Council (TRPC)

Commissioner Dobry reported:

- Transit Safety Performance measures were discussed.
- Transportation Improvement Program went out to the public for comment and comment period recently closed.
- 2020 Rural Community Support Program, which is limited to the communities of Bucoda, Rainier, Tenino, the Nisqually Tribe and the Chehalis Tribe. \$550,000 to be awarded for eligible transportation grant proposals for projects to be completed from 2022 to 2025. Applicant window for submittal will be October 5th through October 30th. Public comment November 9th through November 20th.
 - Commissioner Kirkbride inquired regarding what types of projects were being considered.
 - Commissioner Dobry shared that projects regarding Safety, System Preservation, as well as other types of projects.
 - TRPC office to move October 8th and 9th to the building next door. Will be operational by October 12th.
 - Discussion took place regarding nature of the move and their new location.
 - Discussion took place regarding the upcoming legislative session and possible topics related to the District

F. Community Outreach

Chief Brooks shared:

- Staff is currently working on developing virtual community outreach. Community Outreach Coordinator DeBell and the IT team are working on creating outward facing YouTube channel as a platform for community outreach videos.
- He was contacted by Ken Balsley on KGY for an interview to be conducted next Wednesday.

G. Capital Facilities and Equipment

Chief Brooks shared:

- New Station 34 electrical to be inspected by L&I to start clock on electrical timeline. L&I was not able to come out due to air quality. Hoping to have power in place by end of this month if not early October.
- New Station 34 building updates include the recent addition of sign lettering on the building. Additionally, the concrete pour is going well and three pours on the apparatus apron have been completed. IT has also been on site to install system alerting system.
 - Discussion took place when the new Station 34 may be completed.
- Station 33 redesign meeting took place with Rice Fergus Miller. Near completing of packet which includes cost estimation of the Vehicle Repair Facility.
- Apparatus issue reoccurred with the newest engine, which is now back in service. District hoping the new computer software update in place, which should address it.
 - Discussion took place regarding the powertrain warranty.

VI. OLD BUSINESS

A. Planning and Response Updates for Pandemic: Staff Report

Chief Brooks shared:

- Hospital numbers are increasing, however there are lower staffing levels than normal, so there has been an increase of delays and divergences.
- The District and Medic One are working with Tumwater Family Practice who is acquiring a rapid COVID testing machine, which would allow responders to obtain testing results in hours rather than in days. Should have by end of this month or early October.
 - Discussion took place regarding timeline and any anticipated District costs.

VII. NEW BUSINESS

A. Senior Safe at Home Program: Staff Presentation

- Community Outreach Coordinator Chris DeBell presented the Senior Safe at Home Program.
 - The program reduces fall risks and increases safety for independently living seniors.
 - In 2019, District received over 2,300 calls due to falls.
 - District volunteers will use a checklist to assess the safety of seniors home:
 - Organizational support from West Region EMS who is providing grant funding of the program and Lacey Sunrise Lions group is providing equipment installation.

B. Urban Forest Fire Management Letter: Discussion/Potential Action

- Commissioner Kirkbride shared that the District is holding off on drafting the letter until a later time.

C. Process for Commissioner Appointment: Discussion/Potential Action (Appendix A)

Chief Brooks shared:

- Discussion took place regarding the previous process for appointment and the timeline for applications.
- Commissioner Motzer shared that he will be moving out of state to take care of family.
 - Commissioner Dobry and Kirkbride shared their thanks to Motzer for his work on the Board and in the community.
 - Commissioner Roberts shared her well wishes to Commissioner Motzer.
- Pursuant to RCW 52.14.050, fire district commissioner vacancies shall occur and be filled as provided in Ch. 42.12 RCW. That provision of those laws provide that resignations by all county officers (here, fire commissioners) shall be made to the county commissioners of their respective counties. RCW 42.12.020. The letter can be filed with the Clerk of the Commission.

For nonpartisan vacancies of a special purpose district where one position is vacant, the remaining members of the governing body shall appoint a qualified person to fill the vacant position per RCW 42.12.070(1). Per RCW 42.12.070(4), the governing body must appoint a qualified person to fill the vacancy within ninety (90) days per. If the governing body fails to fill the vacancy within that time, the county legislative authority shall appoint a qualified person within 180 days - RCW 42.12.070(4), (5).

The appointed person shall serve until a qualified person is elected at the next election at which a member of the governing body normally would be elected. RCW 42.12.070(6). For fire districts, voters may vote at a general election to elect a person as a commissioner. RCW 52.14.013. The person elected shall take office immediately and serve the remainder of the unexpired term. RCW 42.12.070(6).

- Effective tomorrow the timeline begins and the position will be posted on the District website and social media websites. Afterwards the Board will review letters of interest submitted (due by the end of October). Interviews will be anticipated to take place by mid-November with an appointment late November or early December. Whomever is the appointed commissioner would need to run in the

November 2021 election to sit the remainder of the term if they chose to do so.

D. Lacey Museum Project Update: Commissioner Kirkbride

- Commissioner Kirkbride shared the overview of the project, which included specs and floor plan of the new Lacey Museum building.
 - Discussion took place regarding a permanent exhibit for Lacey Fire and around the preliminary costs for the project.

E. Social Security Payment Deferral: Staff Report/Potential Action (Appendix B)

Chief Brooks shared:

- Presidential action of optional deferral of portions of social security payments.
- Volunteer firefighters were notified by letter, and none attended meeting regarding decision. Staff recommendation is to opt out of the deferral.

MOTION: To authorize the District to opt out of the social security deferral process as recommended by Staff.

Motion: Commissioner Kirkbride.

Second: Commissioner Hetzler

Carried: Unanimous

VIII. ADMINISTRATIVE REPORT

Chief Brooks provided the following updates:

- Shared the most recent financial report. The District is at or above on revenue projections.
- The preliminary presentation going over the budget with and without the levy lid lift to be presented to the Board at the second meeting in October. The formal budget presentation and public hearing planned for the first November meeting and the approval of the budget planned for the second November meeting.
- The first round of FEMA reimbursement received by the District of ~\$61,000 with ~\$40,000 yet to be received.
- First phase of TCOMM radio inventory completed. The District is one of three fire agencies to complete this process.

- TCOMM pre-ordering some vehicle radios for the District, for the new apparatus.
 - Commissioner Kirkbride inquired about where the District was at with TCOMM renting out a portion of the Old 34.
 - Chief Brooks submitted the letter to TCOMM per the Boards approval. Provided access to TCOMM moving forward looking at permitting.
- Lt. Promotional Testing was delayed due to COVID in the spring, and was rescheduled and took place this week with twelve members participating. Results should be received from assessors by beginning of next week. Thereby it will be reviewed by union within a ten day window to be certified by October 1st. Due to shift in promotional testing dates, the Battalion Chief promotional testing to be moved to first quarter next year.

IX. COMMISSIONER COMMENTS

Commissioner Hetzler – Shared her thanks to Commissioner Motzer for his service and to Community Outreach Coordinator Chris DeBell for her presentation on the importance of senior safety.

Commissioner Kirkbride – Shared a recent wildfire experience.

Commissioner Roberts – Shared her thanks to Commissioner Motzer and her appreciation to Community Outreach Coordinator Chris DeBell for her work.

Commissioner Motzer – Shared his appreciation to the Commissioners and wished them well.

Commissioner Dobry – Shared his family’s experience with a recent tropical storm.

X. OTHER INFORMATION

- Suggestion Box/Correspondence
 - Thank you notes and donations received.

XI. HEARING OF THE PUBLIC / MEMBERS PRESENT

- No members or public addressed the Board.

XII. ADJOURNMENT

The meeting adjourned as of 7:15pm.

*Next Regular Meeting: October 1st, 2020– 5:30 p.m.
Available via remote meeting or in person at Station 31, located at 1231 Franz St. SE.*

Eugene W. Tolney
Chair

[Signature]
Commissioner

Commissioner

Sylvia Roberts
Vice Chair

[Signature]
Commissioner

ATTEST: District Secretary