

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

December 17th, 2020

Chairman Dobry
Commissioner Roberts
Commissioner Kirkbride
Commissioner Hetzler
Commissioner Gamble

The meeting was open to the public via the Zoom meeting platform.

I. CALL TO ORDER / FLAG SALUTE

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

II. OATH OF OFFICE FOR COMMISSIONER GAMBLE

- Skip Houser swore Commissioner Melissa Gamble into office.
- Commissioner Gamble addressed the Board. She stated that she was excited to join the Board of Fire Commissioners and to be a part of decision making to serve the community. She stated she hopes to bring some insight or knowledge to the group and that she looked forward to working with the Board.

III. APPROVAL OF THE AGENDA

MOTION: To approve the agenda as published.

Motion: Commissioner Kirkbride

Second: Commissioner Roberts

Carried: Unanimous

IV. HEARING OF THE PUBLIC /MEMBERS PRESENT

- . None.

V. APPROVAL OF THE CONSENT AGENDA

- General Fund 001 (Acct# 6630) checks numbered #22382 through #22391 in the amount of \$150,903.84
- 2017B Capital Projects Fund 307 (Acct#663B) checks numbered #22392 through #22395 in the amount of \$39,481.81
- Payroll #12A 2020 in the amount of \$1,255,823.60

MOTION: To approve the consent agenda as published.

Motion: Commissioner Roberts
Second: Commissioner Hetzler
Carried: Unanimous

- Commissioner Dobry inquired about the Semi-Annual payment for use of the Mark-Noble Training Center in regards to District use.
 - Chief Brooks shared that the District makes a semi-annual payment and is under contract with the Olympia facility. He shared that although the District did not get as much use of the facility this year, due to the pandemic, he anticipates that because the District will be using the facility for some of the Academy training, that the District will get more than its use of the facility in the year ahead.
- Commissioner Dobry inquired about the purchase of Sleep Number beds at Station 34.
 - Chief Brooks shared that these mattresses have 10 year warranty rather than the 1 year warranty, and that the District has had to replace beds approximately every 3 years in the past.

VI. COMMITTEE REPORTS

A. Thurston County Medic One

Commissioner Kirkbride shared:

- Meeting took place yesterday, December 16th. He shared that discussion took place regarding the vaccination process and the tiering of recipients as well as hospital diversions.

B. TCOMM

Commissioner Roberts shared:

- No December meeting.

C. City/District Liaison

Commissioner Dobry shared:

- Meeting took place on Tuesday, December 15th.
- Deputy Mayor Pratt, Mayor Ryder, City Manager Spence, Chief Brooks, Commissioner Roberts and Commissioner Dobry were in attendance.
- Discussion took place regarding the annexation of the parcel off of Steilacoom Rd. County and City of Lacey in ongoing discussions regarding the storm water retention.
 - Discussion took place regarding property and storm water retention.

- Septic to sewer conversion to take place in the Capitol City neighborhood for possible future annexation.
- Discussion took place regarding possible annexation near Lake Lois.
- No Single Family Housing Permits were issued in the month of November. Possible decline of growth of new single family housing.
- Possible future fire station near Gateway area.
 - Chief Brooks shared that possible future population growth may lead to gap in service area as the area builds up. Discussion took place about possible future development.
- City offered that a recent mental health presentation would be made available to Board Commissioners.
- City looking into the need for a Regional Training Facility for the Lacey Police Department.
- Providence may use Old Station 34 as a possible vaccination location.
- City asked about how many calls in the Reserve and discussion took place regarding access to the building.
- Upcoming Tour of New Station 34 and future date for in person tour after COVID.

D. Thurston County Fire Commissioners Association
Commissioner Dobry:

- Meeting took place on Tuesday, December 15th.
- Director Hardin made a presentation on their proposed EMS Levy Lid Lift.
 - Discussion took place regarding levy rates.

E. Thurston Regional Planning Council

Commissioner Dobry shared:

- Recently appointed an Evaluation Committee for the Executive Director's evaluation.
- Rural Community Support Program provided ~\$137,000 to area projects.
- Natural Resources Director David Trout presented information regarding I-5 and Nisqually River Delta environmental impacts. Discussed need to plan due to more frequent flooding. Planning to begin in 2021 for potential implementation in 2027.

F. Community Outreach

Chief Brooks shared:

- Shared his thanks to Chris DeBell for planning the Santa Mobile. The Santa Mobile has been well received by the community
 - The Santa Mobile recently had need for repair and Olympic Trailers provided a trailer so that it could continue the community visits at no cost to the District.

- He shared his thanks to the City of Lacey Public Works department for decorating and diving “Rudolph” the pickup truck that participates in Santa Mobile community outreach.
- He shared information regarding the New Station 34 Virtual Welcome.

G. Capital Facilities and Equipment Activities

Chief Brooks shared:

- Temporary Occupancy for New Station 34 achieved.
- Currently working on hot water circulation system, fencing, and the 8th Court intersection for water mitigation for New Station 34. New gate for increased safety has been installed and new signage is in place.
- Will be reengaging with the Station 33 project.
- Demo Rescue purchased, however factory delays due to pandemic. Will most likely ship after the holidays.

VII. OLD BUSINESS

A. Planning and Response Updates for Pandemic: Staff Report

Chief Brooks shared:

- Four members of Paramedic staff are currently in quarantine. Medic 2 has been moved temporarily to Station 32.
 - A conference call took place between the District, SE Thurston, and Dr. Adbelmalek. Discussion took place regarding exposures and quarantine periods. After testing, three members have come back negative to date. The entire group should be cleared before December 25th.
- Pfizer has shipped ~900 doses to Thurston County. The District has decided to wait for Moderna vaccine due to ease of storage and possible higher number of doses potentially available. Vaccination tentatively scheduled for the day after Christmas with a second round that would be 28 days after.
- Tumwater Headquarters and Old 34 possible vaccination sites.
 - Discussion took place regarding timelines and staging of first responder participation.
 - Support staff will be included in the second phase of distribution.
 - Commissioner Hetzler inquired about who would be included in the initial vaccines at Old Station 34 or Tumwater’s location.
 - Chief Brooks shared that there is a scheduling tool for each agency to use to help them determine vaccination scheduling and these initial doses are primarily intended for first responders. He shared that if there were any additional doses then it is possible that they would be shared with other 1A category members such as hospital staff.

- Hospital diversions in the area occurring due to hospital capacity. Less than 1% of staffed ICU beds are currently available.

B. Vehicle Repair Facility Expansion Updates and Options: Staff Report

Chief Brooks shared:

- The District is unable to amend the existing Special Use Permit. Requires full special use permit application process.
- Current design approved by arborist as viable for offset from the existing Oak tree will not meet drip line requirements for the County.
- A complete gopher study cannot commence until next summer. Could shift building site and if able, then the gopher study may be foregone. Alternative strategies meeting to take place as soon as schedules align for next meeting.
- Meeting with City may move annexation forward to get parcel annexed.
 - Commissioner Dobry asked how far that would set the timeline back.
 - Chief Brooks shared that it could be a year to begin construction.
 - Commissioner Kirkbride inquired that the information from the County be shared with him to look through and evaluate.
 - Commissioner Dobry inquired if it would affect the bond.
 - Chief Brooks shared that he felt the District would be okay regarding timeline for project.

Logistics Director Chambers shared:

- That he and Director Hough looked into levy spending timelines and that, due to the pandemic, timelines are somewhat less stringent.

VIII. NEW BUSINESS

A. City of Dupont Mutual Aid Agreement: Discussion and Possible Action (Appendix A)

- Agreement was engaged under previous administration and signed by the City, but never completed.
- Discussion took place regarding the nature of the request.

MOTION: To authorize the Chairman to sign the proposed mutual aid agreement for fire suppression and emergency medical with the City of Dupont.

Motion: Commissioner Kirkbride

Second: Commissioner Hetzler

Carried: Unanimous

B. Emergency Capital Purchase of Temporary Facility: Staff Report and Possible Action

Chief Brooks shared:

- There is a concern of the viability of Medic 2 crews going back to SE Thurston Station District staff is currently housed at Station 32, however is not a long term solution. District would like to get Medic 2 in its service area as quickly as possible. SE Thurston has two vacant fire stations potentially available.
- There is a possible manufactured home available to help to meet need, which could be placed at either location. Can use Emergency Declaration resolution and Lacey Fire District could purchase, using non-bond funding, the manufactured home and seek lease payments with TCMO to recover costs over time.
 - The District will explore if some monies could be reimbursable through the pandemic FEMA funds.
 - Commissioner Hetzler inquired about the possible locations.
 - Chief Brooks shared that the proposed locations are Vale Rd or 153rd. He shared the benefits for each location and potential response time implications.
 - Commissioner Dobry inquired about SE Thurston's input regarding change and possible location.
 - Chief Brooks shared that they are supportive of the change and possible locations. Medic One determines where service boundaries are set.
 - Commissioner Roberts inquired if these locations have unused firehouse facilities on property.
 - Chief Brooks shared that both locations have standing bays and one has a storage room.
- Discussion took place regarding county requirements, access to utilities, and lease arrangements.
 - Bald Hills offered up their space. Station 17-2 site a possibility equally viable to Station 32 and is within primary service area. Awaiting conversation with Chief Gregory.

MOTION: To authorize the Chief to proceed with resolving the housing situation for Medic 2 up to and including the purchase of a manufactured home not to exceed \$150,000 before coming back to the Board.

Motion: Commissioner Kirkbride

Second: Commissioner Roberts

Carried: Unanimous

IX. ADMINISTRATIVE REPORT

Chief Brooks provided the following updates:

- Firefighter Charity hosted their event supported over 50 families and over 100 children. He shared it went very well.

- Discussed the Year to Date finances through November.
 - Property Taxes returned at 99%. Total expenditures at 86%, there are some outstanding property taxes. Shared that he feels good about expenditures and cash position as year comes to a close.

Finance Director Hough shared:

- Purchase Card rebates received \$24,000. He shared that it is more expensive to issue a check at about \$15-20/check vs. payment with a Purchase Card of ~\$2.

X. COMMISSIONER COMMENTS

Commissioner Kirkbride – He shared his encouragement to Commissioner Gamble.

Commissioner Roberts – She shared her appreciation for the flag raising at the New Station 34 opening.

Commissioner Dobry – He shared a reminder regarding the Chief’s evaluation for the year and upcoming Commissioner training.

Commissioner Hetzler – She shared her appreciation for the New Station 34 opening. She wished everyone a wonderful Holiday season.

Commissioner Gamble – She shared her thanks to the Board and stated that looking forward to learn more about the District.

XI. HEARING OF THE PUBLIC / MEMBERS PRESENT

- None.

XII. ADJOURNMENT

The meeting adjourned as of 7:31pm.

*Next Regular Meeting: January 7th, 2021 – 5:30 p.m.
Available via remote meeting.*

DocuSigned by:

Eugene W Dobry Jr

Chair

DocuSigned by:

[Signature]

Commissioner

DocuSigned by:

Melissa Gamble

Commissioner

DocuSigned by:

Sylvia Neate

Vice Chair

DocuSigned by:

Liberty Hetzler

Commissioner

DocuSigned by:

Steve Brooks

ATTEST: District Secretary