

**THURSTON COUNTY FIRE DISTRICT THREE
BOARD OF FIRE COMMISSIONERS**

MINUTES OF THE MEETING

May 7, 2009

I. CALL TO ORDER, FLAG SALUTE: 5:30 pm

Present:

Chairman Houser
Vice Chairman Christiansen
Commissioner Kirkbride

II. AGENDA APPROVAL

MOTION: To approve the agenda as amended.

Motion: Commissioner Kirkbride
Second: Vice Chairman Christiansen
Vote: Unanimous

Motion carried.

Amendments to the Agenda:

- Item VI. Old Business will precede Item V. Committee Reports to accommodate the presentation of guests from the City of Olympia.
- Following the City's presentation, the Board will adjourn to Executive Session to meet with the District attorney on matters of litigation.
- Add to Item VII. New Business, A. Citizens Advisory Committee discussion.

III. HEARING OF THE PUBLIC/MEMBERS PRESENT

No comment.

IV. APPROVAL OF CONSENT AGENDA

MOTION: To approve the Consent Agenda as amended – spelling correction, Wayne Senter.

Motion: Commissioner Kirkbride
Second: Vice Chairman Christiansen
Vote: Unanimous

Motion carried.

- A. Minutes of the April 16, 2009 regular meeting of the Board.
- B. General Fund check numbers 9206 through 9256, in the amount of \$46,941.88; and, check number 9257, in the amount of \$100.00.

C. Payroll #4B in the amount of \$485,678.77.

Discussion:

- Chief Broman was asked to obtain a formal letter from the City stating that the District is not taxed for its fuel purchases.
- There was a question about whether the maintenance costs incurred by sending work to outside shops is the most cost effective for the District. Chief Broman will check with the maintenance technician, Dan Stewart, to inquire about his process of ensuring we are using the most cost effective means of maintenance on District vehicles.

V. COMMITTEE REPORTS

A. EMS - MEDIC ONE

No report.

B. CAPCOM

Chairman Houser reported on the last meeting held May 6, 2009.

- The request to Legislature for an increase in tax on line and data calls did not pass; however, it is anticipated this will be priority legislation for next year.
- There was an update on the new radio infrastructure.
- The Inoperability Grant is moving along and is on its scheduled track.

C. THURSTON COUNTY FIRE COMMISSIONERS ASSOCIATION

No report on the Association meeting however Vice Chairman Christiansen reported that he recently attended the Thurston Fire & Rescue Training Consortium meeting. He reported there were formerly 13 member districts but now there are only 11. They discussed their dues structure and how to solicit the membership of new districts. Christiansen suggested that the District does not need to continue attending the meetings, even if they do restructure their dues schedule because it does not appear they will really be able to offer a real benefit to the District. Chairman Houser agreed, commenting there are other ways to get updates from the Consortium without having to attend the meetings.

D. THURSTON REGIONAL PLANNING COUNCIL

Commissioner Kirkbride reported on the last meeting of the Council held May 1, 2009:

- A new work program for regional planning will be adopted in June but will have no real impact on the District.
- The Council will be conducting training sessions for local agencies to properly complete Federal paperwork related stimulus funding of public works projects. Incomplete or improperly completed paperwork can jeopardize funding for these projects.

- Wayne Senter, South Kitsap Fire & Rescue and Vice President of the Washington Association of Fire Chiefs, made an insightful and well received presentation on Regional Fire Authorities. There was active participation in the roundtable discussion with a positive response regarding the subject.
- The Council is preparing to launch a School Safety Program in the fall that will include a series of forums specifically geared toward safety for children walking or riding their bikes to school rather than parents driving them or riding the bus as the Department of Health has encouraged. Forums will be conducted by representatives of the school districts, cities, Department of Transportation and Department of Health, led by the TRPC. They will be conducted throughout the region for policy-makers, fire districts, Parent-Teacher Associations and citizens.

VI. OLD BUSINESS

A. Joint Training Facility

Presentation by Fire Chief Greg Wright & Assistant Chief Pat Dale, City of Olympia

The Olympia City Council has approved a \$13 million project to construct a Joint Fire & Rescue Training Facility. The City is in the process of purchasing 8.3 acres for \$850,000 from Home Depot located behind the Georgia Pacific facility on Fones Road. With \$7.5 million dollars dedicated toward construction of the facility, the City is looking for partners to assist in completing Phase I of the project by July 2011. Phase I includes the site work, draining & capturing the water, building a retaining wall, pave the entire facility and construct the 6-story commercial building on the site.

Options for Lacey Fire District to participate in Phase I include \$250,000 for additional paving & utilities; construction of the carport & covered training area for \$100,000; the water reclamation project for \$300,000; or, up to five burn props which range in cost from \$48,000 – 163,000 each.

The project has been designed so that other agencies can participate in funding construction of various phases of the project for 10-15 years into the future.

Next steps include:

1. Secure additional funding to complete Phase I. The project is in the plan review process now and construction is projected to begin April 2010 for completion of Phase I slated for July 2011.
2. Complete the bid package for Phase I.
3. Begin looking at funding sources for future phases of the project.

There was a question about whether this facility might eventually be used as a fire academy. Chief Wright responded that, while it is a possibility and the project was designed with that in mind, there are no specific plans to utilize it for that purpose. He added that Chief Heikes has been part of planning process for this project.

The meeting was adjourned to Executive Session at 6:00 pm to consult with the District's attorney on matters of litigation. The meeting reconvened at 6:40 pm with no action taken.

VII. NEW BUSINESS

A. Citizens Advisory Committee

Vice Chairman Christiansen asked about the status of the Citizens Advisory Committee. Chief Broman reported that it is not currently active and his recommendation is to wait on the report from the District's consultant before reinstating the Committee.

VIII. ADMINISTRATIVE REPORT

A. Chief Broman distributed financial reports to date:

1. Revenue is on target after collection of the first half of property taxes in April.
2. Expenses are also on target with 34% of the budget expended at 33% of the way through the fiscal year.
3. Chief Broman indicated he would be asking the Board to consider an investment in the City of Olympia's Joint Training Facility from fund 821 – Capital Projects – with a current balance of \$222,783.

B. Chief Broman reminded Commissioners of the Board retreat on May 16 at the Tye Bar & Grill in Tumwater from 9:00 am to 2:00 pm. He asked what level of staff support or participation may be needed. He further requested time for Union leadership to meet with them during the retreat as well. The Board indicated they would like Chief Broman to be available throughout the retreat. They will begin setting the agenda via email; one of the agenda items will be to begin setting the process for Chief Broman's evaluation.

C. EMS Issues

1. Chief Broman announced that a letter was received by the parents of the 9-year-old boy who was successfully resuscitated earlier this week. The boy and his parents will visit the station at 1:00 pm on May 8 to say thank you to his "rescuers."
2. Thank you to Truck 31 with Lt. Pearsall and FF/EMTs Paulsen and Barney, Medic 3 with Lt. Lutz and FF/PM Kollar, Battalion 3 with B/C Crimmins, and assistance from Angela and Bryan on Ambulance 3 for a great 3-1/2 minute response time.
3. Yesterday, there was yet another successful resuscitation.

IX. COMMISSIONERS' COMMENTS

Chairman Houser praised Chief Brooks for the little things – taking time just prior to the meeting to properly fit an infant car seat into the back seat of a car for the mother of a 2-3 day old baby.

Vice Chairman Christiansen commented on the many great things the District does for its citizens and urged the Board to consider how we can more effectively communicate these types of things to the public. He too thanked the members for their excellent work.

Commissioner Kirkbride shared that a letter had been received by a citizen and announced that a response to the letter will be formulated at the retreat. They can also work on a process for pertinent communication to the District's citizens at the retreat as well.

X. OTHER INFORMATION

None.

XI. PENDING LIST

	Item	Status
A.	Suggestion Box Proposal	Policy Documents to be developed.
B.	Handbook Draft Revision 3	Policy Documents to be developed.
C.	Extended care for LEOFF 1 employees	Insurance Providers are reviewing applications.
D.	Station Security: Vehicles in Parking Lot	Assigned to Chief Broman to research alternatives and cost.
E.	Juvenile Fire setter Program	Evaluate county-wide program
F.	Maintenance Shop	Evaluate contract work for shop; Meridian Hughes has expressed interest, pending proposals to other surrounding Fire districts.

XII. HEARING OF PUBLIC/MEMBERS PRESENT

None.

Next meeting: Thursday, May 21, 2009 – 5:30 pm

XIII. ADJOURNMENT

The meeting was adjourned at 7:20 pm.

Chairperson

Commissioner

Commissioner

ATTEST: _____
Secretary