

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

MINUTES OF THE MEETING

June 18, 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 with additions, as noted.

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

Additions:

1. Executive Session will commence following the regular Board meeting so the Board can discuss matters of potential litigation via telephone with the District's legal counsel.
2. VI.A. Old Business--Resolution to Adopt the Revised Employee Handbook.

III. HEARING OF THE PUBLIC/MEMBERS PRESENT

None.

IV. APPROVAL OF CONSENT AGENDA

MOTION: To approve the Consent Agenda as presented.

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

- A. Minutes of the June 4, 2009 regular meeting of the Board of Fire Commissioners.
- B. General Fund checks numbered # 9350 through # 9384 in the amount of \$39,326.64.
- C. Donation Fund checks numbered # 9388 through # 9389 in the amount of \$865.39; also, voiding checks numbered # 9385 through # 9387.
- D. Payroll # 6A in the amount of \$385,621.93.

V. COMMITTEE REPORTS

A. EMS - MEDIC ONE

No report. Meeting was cancelled.

B. CAPCOM

No report.

C. THURSTON COUNTY FIRE COMMISSIONERS ASSOCIATION

Vice Chairman Christiansen reported there was a brief meeting prior to the EMT / Fire Fighter 1 Graduation Ceremony. Dr. Joe Pellicer was the keynote speaker. Christiansen shared that from the original 29 recruits to the EMT program, there were only 18 graduates. Chief Brooks said this is higher attrition than the norm since 2000; staff will be reviewing the results of exit surveys conducted following each class.

Chairman Houser announced that Kim Wyman will be the guest speaker at the next meeting on July 21 to talk about distribution of the General Election Voter's Pamphlet.

D. THURSTON REGIONAL PLANNING COUNCIL

Commissioner Kirkbride shared data from the *Thurston County Forecast 2009-2030* presented at the last meeting of the Council. The data will be important in considering a long-term strategic plan for the District.

VI. OLD BUSINESS

A. Resolution to Adopt the Revised Employee Handbook

MOTION: To approve Resolution Number 798-06-09 adoption a revised version of "Fire Protection District Number 3, Thurston County, Washington (Lacey Fire District Three) Employee Handbook."

Motion: Commissioner Kirkbride

Second: Vice Chairman Christiansen
Vote: Unanimous
Motion carried.

VII. NEW BUSINESS

None.

VIII. ADMINISTRATIVE REPORT

- A. Chief Broman requested that the Fire Commissioners complete the feedback form related to the annual recognition dinner held on June 4.
- B. Chief Broman reported on a structure fire this afternoon where there was a sprinkler system in place but was not working. Command personnel notified City of Lacey building officials who will investigate further. There were no injuries.

IX. COMMISSIONERS' COMMENTS

Vice Chairman Christiansen thanked Wendy Sternshein and staff for their hard work in completing the employee handbook adopted this evening.

Christiansen assured members and the public that they are aware of published comments by the City of Lacey and will respond when it is appropriate to do so.

Commissioner Kirkbride also thanked Wendy and staff for their patience and hard work on the employee handbook.

X. OTHER INFORMATION

Chairman Houser read a note from the suggestion box written by Chief Dixon regarding the District's policy of reimbursing expenses actually incurred rather than taking the standard per diem of \$80 per day. He passed the suggestion onto Chief Broman and the Board directed him to review the board resolution and the District's policy on the subject.

Chief Broman announced that the first draft of the consultant's report will be here on June 26. After reviewing the calendar with the Board, the Chief will work with the consultant to schedule a workshop to review the draft the week of July 6-9 at about 7:00-9:00 am.

Vice Chairman Christiansen will not be in attendance at the July 16 meeting as he will be in Washington, D.C.

XI. PENDING LIST

	Item	Status
A.	Suggestion Box Proposal	Policy Documents to be developed.
B.	Juvenile Fire Setter Program	Chairman Houser has connected Fire Fighter Randall to the appropriate Juvenile Prosecutors and he is scheduled to make a presentation on the program.
C.	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, July 2, 2009 – 5:30 pm

XIII. ADJOURNMENT

The regular meeting was adjourned at 6:10 pm and the Board convened to Executive Session on matters of litigation. Executive session adjourned at 7:50 pm. No action was taken.

Chairperson

Commissioner

Commissioner

ATTEST: _____

Secretary