

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

MINUTES OF THE MEETING

August 20, 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 addition of an executive session following the regular meeting.

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

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.

Discussion: There was brief discussion about warrants.

- A. Minutes of the August 6, 2009 regular meeting and the August 14, 2009 special meeting of the Board of Fire Commissioners.
- B. General Fund checks numbered # 9713 through # 9749 in the amount of \$76,547.20.
- C. Payroll # 8A in the amount of \$387,945.41.

V. COMMITTEE REPORTS

A. EMS - MEDIC ONE

Commissioner Kirkbride reported on the August 19, 2009 meeting:

- A new candidate for medical program director has come forward is now under consideration by the council.
- There was extensive discussion about the possibility of 24 hour staffing for Medic 6. No decisions were made.
- A draft 2010 budget was unveiled for the Council's initial review. An increase of \$1 million over the 2009 budget is proposed, to include the following:
 - Increase personnel costs, primarily for paramedics.
 - Budgeted fees being charged by the County assessor.
 - Upgrading equipment for more public CPR training.

B. CAPCOM

Chairman Houser reported on the recent budget committee meeting. The proposed 2010 budget includes increases in overhead costs and insurance premiums. Both are a result of additional assessments for service provided by the County.

C. THURSTON COUNTY FIRE COMMISSIONERS ASSOCIATION

Vice Chairman Christiansen reported that the most recent meeting of the Association was cancelled but announced he would be attending the Fire Commissioners Association annual meeting in Spokane October 22-24, 2009. Chairman Houser and Commissioner Kirkbride noted that while they would be unable to attend, they will sign proxy votes for Christiansen to take with him on their behalf.

D. THURSTON REGIONAL PLANNING COUNCIL

No report however Commissioner Kirkbride announced an all retreat of the Council on September 11, 2009 at Lacey Community Center.

E. CITY ASSETS / LACEY FIRE DISTRICT

Chairman Houser presented the Board with a document prepared by Chief Broman outlining the District's 2010 funding scenarios for the City of Lacey. After lengthy discussion about the various scenarios, the Board agreed with Houser's recommendation to share the document

with the City of Lacey but with no commitment that would obligate the District to any specific scenario at this time.

VI. OLD BUSINESS

Fitch & Associates Report

MOTION: To approve the final draft of the report.

Motion: Commissioner Kirkbride

Second: Vice Chairman Christiansen

Vote: Unanimous

Motion carried.

Discussion:

- Commissioner Kirkbride asked that the statement on page 60 be clarified that overtime was not incurred due to the uncertainty of the contract with the City of Lacey but, rather, the current contract was re-negotiated to include overtime funded by the City of Lacey in order to reopen Station 35.
- The board agreed that the consultant's qualifications should be added to the end of the report.
- The board authorized Chief Broman to deliver a copy of the report to the City of Lacey once these changes had been made.

VII. NEW BUSINESS

None.

VIII. ADMINISTRATIVE REPORT

Chief Broman requested a travel exception to send three firefighters to the Juvenile Firesetting Conference in Colorado on October 8-9, 2009. Total cost would be \$1,936.00 for registration, hotel and airfare for all three firefighters. He reported that there would be no additional compensation to these firefighters but they would still receive their regular shift pay. The only additional cost the District may incur is in the event overtime is necessary to cover the missed shifts by the firefighters.

Vice Chairman Christiansen recused himself due to conflict of interest.

After a brief discussion about the benefits of the conference for these firefighters and to Lacey Fire District as a whole, a motion was made.

MOTION: To approve funding in the amount of \$1,936.00 to send 3 firefighters to the Juvenile Firesetting Conference in October.

Motion: Commissioner Kirkbride

Second: Chairman Houser

Vote: Unanimous
Motion carried.

IX. COMMISSIONERS' COMMENTS

None.

X. OTHER INFORMATION

None.

XI. PENDING LIST

	Item	Status
A.	Suggestion Box Proposal	Staff to develop draft.
B.	Vehicle Maintenance Program	Evaluate consultant recommendations on program.
C.	Juvenile Firesetter Program	4 th quarter 2009 progress report.
D.	PIO Program	Develop job expectations.

XII. HEARING OF PUBLIC/MEMBERS PRESENT

Firefighter Neil Towers first introduced his wife, Pam Towers, who is working voluntarily in the finance office one day per week. The Board thanked Pam for her contribution and much needed help.

Towers then presented the Board with a proposed e-newsletter providing bulletin information and news to the District's constituents via email. He reported that this is a joint project among staff and firefighters that will incur virtually no additional cost to the District since it is sent out electronically rather than in paper form. He further noted that once the e-newsletter is in place, it will take limited staff time to maintain on a regular basis.

Commissioner Kirkbride commented that this is definitely within the philosophy of the Board regarding its ongoing communication with the public. He emphasized the importance of setting a regular schedule for distribution of the e-newsletter and encouraged Towers to develop a clear

dashboard of District statistics so that the public can clearly see the work being accomplished.

Chairman Houser thanked Towers for his leadership in getting this off the ground and the Board joined him in encouraging Towers to continue his efforts with their blessing.

Next meeting: Thursday, September 3, 2009 – 5:30 pm

XIII. ADJOURNMENT

The meeting was adjourned to executive session on matters of personnel at 7:05 pm. No action was taken.

Chairperson

Commissioner

Commissioner

ATTEST: _____
Secretary