

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

**MINUTES OF THE MEETING**

**September 17, 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 the 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**

Chief Broman recognized Division Chief Captain Kathy Dickson for her success in completing the Fire Officer Accreditation process.

Chairman Houser presented Chief Dickson with a certificate of recognition with the designation of Fire Officer on July 12, 2009 by the Commission on Professional Credentialing.

**IV. APPROVAL OF CONSENT AGENDA**

**MOTION:** To approve the consent agenda as written.

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

Chief Broman presented the Board with a detailed finance report through August 30, 2009.

Vice Chairman Christiansen raised a question about the tax rate the District pays on fuel purchases. Chairman Houser asked Chief Broman to investigate if we do pay a tax and what the rate is. Chief Broman will report back his findings to the Board.

- A. Minutes of the September 3, 2009 regular meeting and the September 11, 2009 special meeting of the Board of Fire Commissioners.
- B. General Fund checks numbered # 9817 through # 9858 in the amount of \$47,480.31.
- C. Payroll # 9A in the amount of \$374,591.46.

## **V. COMMITTEE REPORTS**

### **A. EMS - MEDIC ONE**

Commissioner Kirkbride reported on the meeting held September 16, 2009 as follows:

- The County has now created an emergency response team for the possibility of an elevated threat of H1N1 virus in the coming months.
- There was discussion about the consolidation of support services for EMS and Medic One. A meeting has been scheduled for Monday, September 21 to discuss the issue further.
- Kirkbride distributed the September 2009 EMS Insider newsletter.
- The Council interviewed a new candidate for MPD.
- A list of awarded construction projects was presented.
- There was extensive discussion about the 2010 business plan.
- A \$12 million budget was passed for 2010. Kirkbride distributed a recap of the budget which states a program budgeted amount of \$12,169,242 and reserves in the amount of \$7,797,131 for 2010.

### **B. CAPCOM**

No report.

### **C. CITY / DISTRICT LIAISON**

No report. Next meeting: Thursday, September 24.

### **D. THURSTON COUNTY FIRE COMMISSIONERS ASSOCIATION**

Vice Chairman Christiansen reported on the meeting of September 16 that Fire Marshall, Cliff Moore reported they are continuing to develop a third party contract for County fire inspections. He charged commissioners with presenting the proposal to their boards and reporting back their response.

Christiansen questioned why the District could not perform their own fire inspections thus generating additional revenue by the fees imposed by the inspections.

Houser explained that the working committee on fire inspections carefully reviewed all options and determined that the most cost effective is to contract out.

While Houser and Kirkbride support the idea of a third party contract, Houser encouraged Christiansen to do a cost analysis if he believes it would be beneficial to the District. Further, Kirkbride said he is not opposed to looking into the District picking up the third party contract from the County for District inspections if it is determined it is financially beneficial.

Christiansen stated he is opposed to the third party contract and will not support contracting out inspections for the District. He will continue to explore how the District can do their own inspections and benefit from that revenue.

#### **E. THURSTON REGIONAL PLANNING COUNCIL**

Commissioner Kirkbride reported on the recent all day retreat of the Council. He will bring a complete summary of the retreat to the next meeting but did report that the Council looked at regional emergency services and Kirkbride led a discussion about urban forest fires.

A workshop for the decision makers of the new school safety program is scheduled for September 30, 2009. Following the workshop, a series of public safety meetings will be scheduled for parents, teachers and other members of the public.

### **VI. OLD BUSINESS**

None.

### **VII. NEW BUSINESS**

None.

### **VIII. ADMINISTRATIVE REPORT**

- A. Chief Broman provided a Finance department report stating that while staff has moved to a more automated system, elimination of a part time payroll clerk late last year has increased overtime hours for current staff.

Broman requested that implementation of this part time position being considered for the FY 2010 budget being put into effect now as a temporary position through the end of 2009. Hiring a part time temporary employee will actually cost less than the overtime currently being paid. The cost will be approximately \$4,000 and will be funded from unbudgeted cash or within the current budget, if possible.

**MOTION:** To authorize the expenditure of funds for a temporary payroll clerk for 15 hours per week totaling approximately \$4,000 through the end of 2009.

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

**Motion carried.**

- B.** Chief Broman requested consideration of the consolidation of current printers, reducing costs of maintenance and toner. Overall, replacement of the printers will result in less cost, more reliability and are more environmentally friendly. Initial cost for the printers is estimated at \$15,000 and would be paid from unbudgeted cash.

**MOTION:** To approve the conversion of the current printers to the consolidated plan as presented.

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

**Motion carried.**

## **IX. COMMISSIONERS' COMMENTS**

Commissioner Kirkbride stated how proud he is of Chief Dickson for the extra work above and beyond her duties to complete the Fire Officer Credentials program. He further noted that the recent Health Newsletter was again excellent!

Vice Chairman Christiansen also noted the excellent job by Dickson on the newsletter and suggested we explore making it useful to citizens via mail or on the website.

Christiansen reported that a constituent sent him a link to the website published by John Darby and Graeme Sackrison which made negative comments about the District. He asked the District or the Board to publicly respond to these comments.

Kirkbride stated we certainly can bolster our statement about what truly happened with Station 35 but Chief Broman added that we cannot respond for or against this political website promoting a particular candidate. He was quick to add, however, that individually, Board members have much more freedom to respond personally.

## **X. OTHER INFORMATION**

None.

## XI. PENDING LIST

	<b>Item</b>	<b>Status</b>
A.	Suggestion Box Proposal	Staff to develop draft.
B.	Vehicle Maintenance Program	Reopen discussion with Hughes.
C.	Juvenile Firesetter Program	4 <sup>th</sup> quarter 2009 progress report.
D.	PIO Program	Develop job expectations.
E.	Joint Assistance project with the Tribes	Christiansen will secure appointments with the tribal leaders.

## XII. HEARING OF PUBLIC/MEMBERS PRESENT

None.

*Next meeting: Thursday, October 1, 2009 – 5:30 pm*

## XIII. ADJOURNMENT

The meeting was adjourned to Executive Session at 6:35 pm. No action was taken.

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Chairperson

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

ATTEST: \_\_\_\_\_  
Secretary