



Pierce County Fire District 13

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**Minutes
Board of Fire Commissioners Regular Meeting
August 13, 2019**

Commissioner Noll called the meeting to order at 9:00 AM and led all in the Pledge of Allegiance.

Roll Call led by Commissioner Noll to confirm quorum has been met. Present for the meeting: Commissioners Malone, Zuluaga and Noll, and Chief Wassall. Excused absence: None

Members of the Public and Staff: 7

CONSENT AGENDA:

Minutes:

Motion- A motion was made by Commissioner Zuluaga to approve the meeting minutes of July 9, 2019.

Seconded: Malone

Passed (Unanimous)

Motion- A motion was made by Commissioner Malone to approve the special meeting minutes of July 22, 2019 as amended.

Seconded: Zuluaga

Passed (Unanimous)

Motion- A motion was made by Commissioner Zuluaga to approve the special meeting minutes of July 25, 2019 as amended.

Seconded: Malone

Passed (Unanimous)

Vouchers:

Motion- A motion was made by Commissioner Zuluaga to approve vouchers:

#15270 for a deposit of \$100.00 from Lee Pennington/Central Pierce for Fire Instructor 1 training,

#15271 for a deposit of \$100.00 from Board for Volunteer FF for volunteer physicals reimbursement, and

#15311 for a deposit of \$140.00 from Performance Systems Integration for CPR Training.

Seconded: Malone

Passed (Unanimous)

Motion-A motion was made by Commissioner Malone to approve vouchers #15272 through #15310 in the amount of \$31,217.37 for monthly payables.

Seconded: Zuluaga

Passed (Unanimous)

CORRESPONDENCE/PUBLIC TESTIMONY: None

SPECIAL REPORTS AND /OR STANDING COMMITTEES:

Chief's Report:

Calls: 16 total calls, 4 Fire Calls, 6 EMS and 6 calls for service.

Staffing and Recruiting: Combined Volunteer Academy (CVA) 19-01 has begun and we have 9 recruits of the 17. South Pierce Fire & Rescue (3) and Ruston Fire Department (5) make up the remainder of the class. We have 3 former Browns Point personnel lined up to help with instruction when we go to West Pierce for more room for ladders and hose training. We have 3 lined up for Buckley's academy and we have 2 more that have expressed interest.

Financial Report:

GL Trial Balance cash on hand:	171,744.26
Less 08/08/2019 expenses:	-(31,217.37)
Deposits (not yet posted):	<u>0</u>
Remaining cash on hand:	140,626.89

Reserves: \$ 128,975.22

Training: We currently have FF Sundvik attending Fire Instructor 2 in Tumwater. We are testing 2 firefighters on Thursday to get them qualified for their FF1 certificate. Our MSO has been updating the EMS protocol books to keep us updated with the changes in trauma assessments and transport decisions. We are continuing to get our last group of graduates up to driver level for both the aid car and the engine. The map test is their biggest challenge, but we are continuing to work with them, and they are close.

SS911: FF Watkins and I attended the first South Sound 911 meeting targeting the public information officers for both police and fire departments. This first meeting was to meet everyone, but also to get a heads up on very soon to be announced additional services coming to the system and to use the end user. We discussed social media, good and bad, PulsePoint, text to 911 and the ability of the system to pinpoint locations of the person calling into 911 versus not knowing where they are. They have had a couple of success stories using the system.

Fleet Status: We have been approved for our loan to purchase/upgrade the pickup truck. We have 11 pieces of paperwork to complete the process, I'll need some help to fill this out and we need Attorney Quinn to also complete two of the forms per the State. We had a throttle

problem with the brush truck, we ordered a new cable and Captain Szarko was able to complete the repair.

Good of the Order: We have had Ron from Braun and Mark from KME follow up with our possible upgrading of the aid car and one of our engines. Plenty of things to think about but they are patient and know we are months away from ordering anything. I am scheduled to take the ICS400 class on the 20th and 21st of this month, then follow-up on the human resources class in Tacoma for October. I signed a 5-year contract with the State Fire Marshal's Office for us to continue to go out on State Mobilizations, the last contract expired in January. We are now under contract for DNR and State Mob fires. Tomorrow there will be a planning meeting with Pierce County and the developer concerning the assisted living facility. The topics for discussion are right of way, fire access and storm water runoff. According to the Planning Dept. they are proposing a 6-unit apartment complex where the house is across from the Sand Bar separate of the facility. Lastly, our lid lift measure has been approved to appear on the November ballot.

MSO Report; Presented by MSO/LT Lanora Rosenberry

- Tonight's OTEP is on obstructed airways and makeups
- Currently 18 EMT's only, 3 in Fire Academy
- Investigation of alternative report writing formats complete; stay with WEMESIS
- Working on Report Writing SOP
- Recommend getting hand washing station in bay (Infectious Disease Control)

Commissioner(s) Report

Commissioner Malone asked about whether there were any issues with the boat ramp and noted that some local individuals are willing to help clear the ramp, if needed, for minimal compensation. Chief Wassall said no specific issues and expressed appreciation for the offer of help. Commissioner Malone will provide more information on the costs.

Chief Zuluaga noted is up for re-election, and that he will be attending the Commissioner conference in Tulalip Oct. 24–26, 2019.

Commissioner Noll commented that a new law went into affect July 28th for public works type projects raising the threshold from \$20,000 to \$30,000. Another section regarding materials, equipment and supplies threshold went from \$10,000 to \$40,000.

Public Information Report-Presented by PIO Nate Cordero

Social Media:

Facebook

1,192 likes and 1,226 following. 255 check-ins.

Posts:

No new posts for the month of July 2019

Twitter

24 Tweets. 34 Following. 163 Followers

Posts:

No new posts for the month of July 2019

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Website

Articles posted under News & Events pages:

Past Community Events:

07/04/2019 – Browns Point 4th of July Parade

07/07/2019 – Kitchen Appliances for Sale

Upcoming Community Events for the Fire Department:

Community News:

Upcoming Community Events:

08/17/2019 - Show and Shine Car Show

09/15/2019 – Kids Fishing Derby

Chief Wassall noted that the Fire Department participated at a community home in Browns Point for National Night Out on Tues., August 6th taking one of the fire trucks, which the children always enjoy seeing up close.

The Parks department is having a meeting tomorrow, Wed., August 14th, about the Curly Slide Park.

OLD BUSINESS:

1. Town Center Development: We learned in the last couple of weeks that the project is moving forward and there is a meeting tomorrow, Wed., August 14th, that Chief Wassall and Commissioner Zuluaga will attend. We understand the developers are purchasing some additional commercial property in the area to build a small apartment building.
2. EMS Resolution 19-304: An Emergency Medical Services (EMS) Lid Lift Levy will be appearing on the November ballot. Chief Wassall read the final County approved ballot statement. We have prepared a Citizen information packet including an operations summary, the levy rates, key messages, lid lift facts, impacts to individual homeowner, the Resolution, and a Seattle Times article. Commissioner Malone noted that West Pierce Fire needs to be updated with the recently passed levies.
3. Admin Position: Lynnett Stevenson noted that Lisa Wassall is training on the part time Administration position, and with her financial background, is easily grasping the workload.

NEW BUSINESS:

1. Dupont Engine Replacements: Commissioner Zuluaga commented that Dupont purchased 2 new Spartan engines at approx. \$450k each for a total of \$993k using their equipment replacement revolving fund and a loan. The City will pay \$35k per year toward their loan. Chief Wassall reported that Buckley also recently purchased 2 new fire trucks also, same fire trucks with some different cabinetry.
2. 2020 Budget Cycle: Commissioner Noll noted that we need to consider two budgets, 1 if the EMS levy passes, 1 if the EMS levy does not pass. Commissioner Zuluaga noted that we review year end revenue in November and decide if we need to make any payments before year end.

3. Resolution for Truck / Documents:

Motion-A motion was made by Commissioner Zuluaga to approve resolution 19-305 authorizing the purchase of a 2019 Diesel 4-wheel drive Ford F250 vehicle to replace our current utility truck and be financed thru the State.

Seconded: Malone

Passed (Unanimous)

Public Comments: None

General Note: None

Announcements:

The next regular meeting will be Tues., September 10, 2019 at 9:00 AM.

Adjournment: Meeting adjourned at 11:20 AM

Approved By:

Chairman Noll

Commissioner Malone

Commissioner Zuluaga

Fire Chief/District Secretary