



Pierce County Fire District 13

4815 Wa-Tau-Ga Ave. N.E. • Browns Point, WA 98422

(253) 952-4776 • (253) 925-8889

www.piercefirer13.org

Minutes

Board of Fire Commissioners Regular Meeting

February 9, 2016

Present: Commissioners Zuluaga, Ballantyne, and Noll, Chief McCollum, Captain Wassall

Members of the Public and Staff: 5

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

CONSENT AGENDA:

Minutes:

Motion- A motion was made by Commissioner Ballantyne to approve the minutes of January 12, 2016.

Seconded: Noll

Passed

Vouchers:

Motion- A motion was made by Commissioner Zuluaga to approve voucher #12748 for a deposit in the amount of \$731.10.

Seconded: Ballantyne

Passed

Motion- A motion was made by Commissioner Ballantyne to approve vouchers #12749 through #12788 in the amount of \$50,243.26 for payables.

Seconded: Noll

Passed

Correspondence/Public Testimony:

Suggestion was made by a member of the public in attendance to consider calling the WA State and Pierce County Ferry Systems for water rescue assistance. It was mentioned that they have their own marine radio bands. Chief McCollum thought this was a good idea and requested contact information from attendee. Chief McCollum plans to bring up at the next South Sound 911 meeting.

Browns Point - Dash Point Fire Department

Special Reports and /or Standing Committees:

February 9, 2016 Chiefs Report:

Calls: 19 calls in January. 14 EMS, 2 fire, 2 service calls and 1 water rescue.

Staffing and Recruiting: Academy's family day was Saturday. Cooked hamburgers and hot dogs for 100. Good PR day as many family members commented on the program. Our academy graduation is February 27th at the BPIC at 2:00 PM. Commissioners are invited to attend.

Financial Report: Pierce County Budget and Finance trial balance sheet is submitted for your review. It shows we have \$57,508.05 balance after this month's payables. We had to invest \$19,000 in vehicle repairs. This was a big shot for the first of the year. We also have a window to replace and a bumper to repair. I also am getting some pricing on replacing the roof over the classroom. We have patched it several times as the winds this year have wreaked havoc on it. We will be specifying a super self-sealing tab.

Training: The EMS Conference is later this month. In the past we scholarshipped 3 firefighters registration fees to go. It is in Ocean Shores.

SS911: Meeting is this Friday. Hope to hear positive news on the MOU (Memorandum of Understanding) between the user groups.

Good of the Order:

Firefighter dinner was well attended and very well organized by the Firefighter Association. Good food, music, and fellowship.

As you are aware, we had one minor traffic incident where our pickup was rear ended with no damage and one that would be classed as minor damage but there is nothing minor with my engine. The latter incident is under a formal investigation by our Safety Officer and the results will be reviewed by the Safety Committee. I expect a policy/SOP revision may result from the findings.

February is back with the Station tours.

The first one is February 16 at 09:30 with the Japanese Community College Exchange program. This is their 5th year stopping to see us. They will have mostly questions and equipment demos. Hose and target drills are big deals with them.

February 17th Ms. Melissa's classes from the Northpoint CoOp at 10:00 and again at 12:00 as well as February 18th at 10:00. Putting the gear on in front of them and the ever popular fireman's song is a hit as is our now famous magic pencils.

Commissioners report:

Commissioner Zuluaga called Commissioner Grant Erb, member of South Sound 911 board, regarding South Sound 911 suppliers sending us bills. Commissioner Zuluaga suggested South Sound 911 should bill us directly and not have their suppliers bill us. Most all of the small fire departments have expressed concern. Commissioner Erb indicated there were solutions in the works. After this coming Friday SS911 meeting, Chief McCollum will let Commissioner Zuluaga know the outcome to determine if a follow up letter should be written.

Commissioners Ballantyne and Noll commented on the enjoyable Firefighter Association dinner they attended.

Old Business:

1. **Seismic Analysis of Station 77:** Commissioner Ballantyne shared that a Structural Engineer is tentatively scheduled to review Station 77 tomorrow afternoon (Wed., February 10th). The main concern is the possible racking and failure of the station doors. Chief was contacted to participate in the Cascadia Rising planning session regarding a significant earthquake. Chief McCollum suggested Commissioner Ballantyne participate since his training and experience relates to seismic activity.

New Business:

1. **Public Education:** Commissioner Noll suggested to increase our public awareness we might consider putting out one or two newsletters per year, and adding more links on our website. Commissioner Zuluaga also thought we should provide more information on the website. Current meeting schedules, agendas and approved minutes would be a good inclusion to keep the public as informed as possible. Commissioner Ballantyne agreed.
2. **Website:** Commissioner Noll prepared and reviewed a comparison of 11 different Fire Department websites. He suggested we provide more information to our public so they know more about their local Fire Department. One area would be for the Commissioners to regularly update the Commissioner page and use it for additional public information with links to more information and other sites. A brief ongoing project list was suggested so there is some tie-in to the minutes. Chief McCollum requested Commissioner Noll take an active roll in helping update information on the website since he has website knowledge, and to possibly work with Firefighter Jude Courmier, who currently updates the website, when FF Courmier is on shift. Commissioner Noll expressed that he would participate in updating the Commissioner page.

There was an inquiry from an attendee on the number of website visits per mo. Firefighter Jude Courmier shared a Google Analytics Audience Overview report on the website visits from Apr. 18, 2015 – Jan. 1, 2016 (approx. 8 months), which showed 6,837 sessions, 5,777 users, 84.5% returning visitors and 15.5% new visitors.

We also have a Facebook page and a link to our website on the Facebook page. Firefighter Chelsea Motzer currently manages the Facebook page. Commissioner Zuluaga proposed the following first step to website changes to improve public information: regularly upgrade the Commissioner page including our strategic plan, post the prior month's meeting schedules, agendas and approved minutes on the website. Commissioner Zuluaga thanked Jude Cormier for his commitment and for working with Commissioner Noll going forward. An attendee suggested we include our website on our address information.

- 3. Hazard Mitigation Grant:** The County has a MOU (Memorandum of Understanding) with regional hazard mitigation program. It enables us to apply for funds. Chief McCollum has pulled forms. The grant program allows applying for a couple of funds, which we plan to submit for a seismic retrofit and a stand-by generator. Commissioner Zuluaga suggested Station 77 be a command and control center instead of a shelter. On February 16th a preliminary plan is due to them (scope and cost). It will then be vetted at the State level, and back to us for a hard number budget and design, and then resubmitted. The Federal Government and State participate. Our participation would be 12%. It was estimated that a generator would run approximately \$60,000, and the seismic retrofit also \$60,000 for a total of approximately \$120,000. If grant funds are approved based on our rough estimates, our portion would be approximately \$14,400.
- 4. Department Financing:** An attendee asked whether we were planning on putting in a levy to increase our funding. Commissioner Zuluaga responded that finances are an issue and it is an on-going thought. Chief McCollum responded that we have deferred expenses since he came on board to stay in the black. We need to ensure our sustainability so it will be further researched.
- 5. Equipment replacement:** A preliminary plan should be drafted sometime this year for equipment replacement.

Announcements:

The next regular meeting will be March 8, 2016 at 9:00 AM.

Adjournment: Meeting adjourned at 10:52 AM

Approved By:

Chairman Zuluaga

Commissioner Ballantyne

Commissioner Noll

Fire Chief/District Secretary