Commissioner's Meeting

October 13, 2026, 9:00 AM

Meeting Minutes

Commissioner Noll called the meeting to order at 09:01 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: Commissioner Noll, Commissioner Bush, Commissioner Malone, and Chief Wassall.

Members of the Public and Staff: 4 Staff, 1 Online.

Agenda:

Prior Minutes September 8, 2026, Regular Meeting Minutes.

Motion- A motion was made by Commissioner Malone to approve the meeting minutes for September 8, 2026, regular meeting.

Seconded by Commissioner Bush.

Passed (Unanimous).

Voucher(s):

Motion- A motion was made by Commissioner Malone to approve vouchers #261001001-261001008 in the amount of $18,991.35 for Monthly Payroll.

Seconded by Commissioner Bush.

Passed (Unanimous).

Motion- A motion was made by Commissioner Bush to approve vouchers #26003001-261003044 in the amount of $25,458.63 for Quarterly Payroll.

Seconded by Commissioner Malone.

Passed (Unanimous).

Motion- A motion was made by Commissioner Bush to approve vouchers #261002001-261002007 in the amount of $26,258.99 for Benefits, Taxes & Payroll Taxes.

Seconded by Commissioner Malone.

Passed (Unanimous).

Motion- A motion was made by Commissioner Bush to approve vouchers

#261004001-261004039 in the amount of $96,494.05 for Monthly Accts. Payable.
Seconded by Commissioner Malone.
Passed (Unanimous).
Motion- A motion was made by Commissioner Malone to approve vouchers
#261005001-261005005 in the amount of $24,205.20 for Additional Monthly Accts. Payable.
Seconded by Commissioner Bush.
Passed (Unanimous).

Correspondence:

Special Reports and/or Standing Committees:
Chief's Report Update
Calls: 22 total calls, 1 Fire calls, 15 EMS calls, 1 MVA, 4 service calls. A76 had 6 transports, M67 had 1. BR76 deployed to the 2Nd Street Fire.

Staffing and Recruiting: We have good news and bad news. First, everyone has returned from the deployments we went on for this fire season. Bad news, school started last month and half the department is sick. We are getting better, but our staffing has taken a hit on some days. We have been receiving inquiries about the department, and I have moved them on to Noel and Brent for vetting.

Financial Report:

GL Trial Balance cash on hand:	$617,210.63
Less 10-13-2026 expenses	$191,408.22
Deposits (not yet posted)	$ 0
Remaining cash on hand**:**	$425,802.41

Reserves: $157,495.61
Investment Purchases: $342,895.50

Training: We have been concentrating on SCBA training to get them in service, last month we completed the final “fit testing” for those who were deployed and the few who missed the original testing. Drager with Cascade Equipment Co. came out and completed the “factory” training. Other than the academy, we have not decided on a complete rollout of the new SCBA’s on our response vehicles. Medical training has always been the most attended training, tonight we will be providing dinner to everyone with a donation from one of our residents.

SS911: I attended no meetings.

Fleet Status: Our new engine was delivered on September 11th, 2026. Exciting day for the department for sure. She has been parked since after getting her weighted. Rosenbauer with provide the necessary paperwork for registration once they have been paid. That is not to say we haven’t been working on getting her into service. We should have the new engine registered and plates on, next week. We will then work with Colby to get the things moved from the old engine and onto the new one. A76 got its oil changed and we will work on the remaining fleet before the end of the year.

Good of the Order: We will be completing the “fire” side of this academy this month. Next Saturday, we will be at the Fire Training Academy in North Bend putting the group through their “live fire” drills and testing. On the 29th they will take the written State test and on October 31, they will complete their practical testing. The group will then be spending Saturday, Sunday and Monday cleaning and inspecting their “in service” gear to put everything back in service as they get ready for HazMat – Hell Yea!, as Chief Fitzgerald has already taught the class. I will be taking 2 weeks off in November as agreed and be back for the community events around Thanksgiving and again in December and be back for those community events, graduate this academy and quietly slip into the shadows known as retirement.

There were questions from the commissioners regarding servicing of the PCFD #13 vehicle fleet. Commissioner Noll asked if Colby would be able to service both the Engines and A76. Chief Wassall confirmed that Colby is able to service E77, E76, and BR76; however, A76 must

receive maintenance in Fife, WA. Chief Wassall also explained that when A76 is under maintenance, PCFD #13 must coordinate with Olympic to ensure there is adequate coverage to respond to a call and transport within District 13. There was also discussion regarding how M76 is not in service currently but needs to be worked on so it is ready. M76 is also service in Fife, WA.

Chief Fitzgerald is doing a comparison of insurance companies for the new engine and renewals for the rest of the fleet. Commissioner Noll noted he appreciated Chief Fitzgerald comparing the costs and asked if the new SCBA portable equipment was insured. Chief Fitzgerald confirmed that the new equipment was covered under PCFD #13's umbrella policy.

MSO Report

MSO Adams reported that beginning quarter 4, more warnings have come out from the Tacoma-Pierce County Health Department.

- A recent bat encounter warranted a reminder – rabies can be an issue, but the last bat tested positive was 2017 and only two human rabies cases in Washington in 75 years.
- Respiratory illness is ramping up – Watch for the flu and protect yourselves.
- A water Advisory for Thea Foss, south of 11th St Bridge, for 48 hours after rain – bacteria concerns.
- A toxic advisory for Steilacoom Lake.
- All previous advisories are lifted.

MSO Adams has taken the PCFD13 academy recruits to a current residential building site on Hyada. The academy recruits have seen a couple major phases of construction to help understand some of the safety factors of residences under fire conditions. MSO Adams has at least two more visits planned. The next visit will show exterior wall framing and conjunctions with second floor structures. The following visit after will include roof framing/trusses to show impacts of firefighters' mitigations to fire attack and ventilation processes. MSO Adams noted a special appreciation to Devin Howell of Coldwell Banker - Danforth, for the opportunities for the PCFD13 academy recruits to see the details of residential construction.

MSO Adams missed the PCFCA EMS Division meeting on 9/30/26.
MSO Adams continues to track the EMS items that remain on backorder, allocation or short dated. The department has been able to maintain our supply levels. In the next PCFD13 Officer meeting, MSO Adams plans to ask for guidance on what the district should carry with some of the changes.
As MSO Adams presented last month, he is enjoying being a huge part of the academy class. MSO Adams has received positive feedback on the class training over the weekends. MSO Adams has enjoyed watching the instructor group grow their teaching prowess as they learn how to navigate and provide knowledge, skills, and experiences to the academy students. The Ruston members have been a great help over the last few weeks.
As MSO Adams tenure with Browns Point/Dash Point Fire comes to an end, he want to share his deepest appreciation for the opportunities Chief Wassall, BOFC, and PCFD-13 have given him over the last 18+ years. Over the last 4 years, MSO Adams' time working on administrative items, specifically the Procurement of the new PCFD13 fire engine, was immeasurable. Being part of several academies, IFSAC evaluations, training, and the current MSO, has been instrumental in his growth. The relationships that MSO Adams has built here are valuable assets for the future. MSO Adams plans to sit with Chief Wassall and plan my part of our exit strategies to minimize impacts on the department, while giving BC Fitzgerald the opportunity to plan for his phasing in as the new Fire Chief.

Commissioner Noll thanked MSO Adams for his service to PCFD#13, noting his appreciation for all of the work he did in the evaluation process for the new engine. MSO Adams noted he will work with BC Fitzgerald on his exit strategy.

Commissioner(s) Report:

Commissioner Bush

Commissioner Bush mentioned the upcoming Trunk or Treat event that is scheduled for October 25th, 2026, at the Brown's Point Improvement Club (BPIC). He explained how there may not be enough participation, as they are requiring at least 20 cars, so they are considering having to cancel the event.

Commissioner Malone

Nothing to report.

Commissioner Noll

Commissioner Noll said he plans to join online for the Snure Seminar on October 21st, 2026. He also shared information from the monthly Pierce County Commissioners Association meeting related to physical therapy and rehab opportunities for First Responders at the Armory in Puyallup. (Handout provided).

Technology & Website:

BC Fitzgerald said there is nothing to report regarding the website. On the Tech side, he explained how Cybertools has been continuing to disappoint. BC Fitzgerald is currently comparing vendors in an effort to improve PCFD #13's cybersecurity infrastructure, as well as testing having physical cameras through a free trial from Verkada on a temporary basis. BC Fitzgerald emphasized the importance of having a live agent available for customer service responses as opposed to an artificial intelligence agent.

BC Fitzgerald told the commissioners about the ST 77 antennae lightning arrestor that appeared to be blown apart and explained how he ordered a new one and will begin the replacement as soon as it arrives.

Old Business:

District 13 Update

Chief Wassall had a discussion with the Fire Marshall and contractor regarding the Lighthouse Terrace construction project. There was some consideration for "sprinkling" in the new properties, but there will not be fewer homes for the subdivision. There was some discussion regarding how Way St may change from being a primarily pedestrian walkway into a more frequently used road for vehicles due to the additional properties.

Rosenbauer Engine Update

Chief Wassall told the commissioners how the new engine arrived on September 11th, 2026. He said they are currently waiting on Rosenbauer to send over the title, and then he will be able to get license plates and begin training personnel to work with the new engine. Commissioner Noll asked if this new engine will likely be more fuel efficient, and Chief Wassall said it probably will be. Chief Wassall has been working with Colby and the other PCFD #13 Officers to designate where all of the equipment will be stored on the new engine.

75th Anniversary Plans

Commissioner Noll asked about plans for the 75th Anniversary of PCFD #13, acknowledging how there had been discussion about doing something involving the new engine. Chief Wassall mentioned wanting to do a Push-In with the new engine for both the Brown's Point neighbors and the Dash Point neighbors. However, this all has to wait until the new engine has a title, license plates, and is insured.

2025 Annual Reports

Commissioner Noll said the 2025 is still in pending status. Admin Heaslet said she reviewed the report and noted the only difference from the 2024 Annual Report was a lack of mileage summary for the PCFD #13 Fleet. There was discussion on how to properly acquire this information, as it predated Admin Heaslet's employment. It was agreed upon to use the last available electronic rig check forms for each vehicle in the fleet in order to have approximate mileages for circa January 2025.

Wildland Deployment Update

Chief Wassall reported that any fires that are still burning are North of I-90, but overall, the wildland season should be completed.

Thoughts on "Old" E77

Commissioner Noll asked Chief Wassall if we will be ready to do a surplus resolution next meeting for the "old" E77. BC Fitzgerald said there is an online vehicle surplus company called the Garage, which takes a 10% fee of the final sale and claims to have a consistent record of finalizing vehicle sales within 28-45 days. Additional thought will be given to the options.

New Business:

Part-Time Staffing

BC Fitzgerald presented the Board with October 6th, 2026, Memorandum *Re: Short-term, part-time personnel*. He explained to the Commissioners how staffing has become an increased challenge, and he views this as a temporary solution until there can be more permanent positions established in January 2027. BC Fitzgerald requested a vote of the Board to approve the part-time positions for a Lieutenant at $30/hr and Firefighters at $27/hr for a period of performance of 10/06/2026 through 12/31/2026. Both positions are targeted for a weekly

average of 24-30 hours a week, no benefits will be offered for these positions. Commissioner Noll said he was in favor and in full support of this interim solution. Commissioners Malone and Bush agreed as well.

Motion- A motion was made by Commissioner Noll to approve the short-term, part-time staffing, as outlined in October 6th, 2026, Memorandum *Re: Short-term, part-time personnel.*
Seconded by Commissioner Bush.
Passed (Unanimous).

District Secretary Position

BC Fitzgerald presented the Board with a job description for Executive Assistant to the Fire Chief / District Secretary. Commissioner Noll said he liked this job description better than the previous one. Commissioner Malone mentioned there being a lot of qualifications, but BC Fitzgerald said he is confident in finding someone with the necessary skillsets. BC Fitzgerald said he will send the job description to Eric Quinn for legal review.

Chief Appointment- Noel Fitzgerald

Motion- A motion was made by Commissioner Noll to present the Fire Chief Contract to BC Fitzgerald for his signature.
Seconded by Commissioner Malone, who also clarified he only changed a single date in the Fire Chief Contract since BC Fitzgerald last saw it.
Passed (Unanimous). BC Fitzgerald signs the Fire Chief Contract, followed by Commissioner Malone, Commissioner Noll, and Commissioner Bush.

Chief Transition Focus

Commissioner Noll said he had a meeting with Chief Wassall and BC Fitzgerald, and he appreciates how everyone is willing to work together for the good of the department during the transition. BC Fitzgerald said he looks forward to learning everything he can from Chief Wassall before his retirement. There were discussions about having BC Fitzgerald take the Oath of Office at the CVA 26-001 Fire Academy Graduation on December 29th, 2026. Commissioner Noll noted how, according to the RCWs, an Oath of Office for the Fire Chief is

not required. BC Fitzgerald mentioned that for the District Secretary position, an Oath of Office will be required, and they will need to consider dates for that in order to get a notary or judge.

2027 Budget Discussion

BC Fitzgerald presented his proposal to increase middle management positions, as he feels we are too command heavy as of now. LT Erickson will be leading the Volunteer Staffing Committee to review PCFD #13's staffing goals and current obstacles, while developing a method of scheduling to ensure adequate coverage for the district at all times. Commissioner Noll supported the Staffing Committee, as coverage has been thin. BC Fitzgerald suggested an increase to the volunteer shift stipend, which all of the Commissioners fully supported. The budget is an approximation and will need to be adjusted and approved at the November Commissioners' meeting. It was noted that the Levy amounts will show up in December. Commissioner Noll asked BC Fitzgerald to add the Election Services category back into the budget for 2027, as Commissioner Bush will need to run for election after being appointed.

Public Comments: None

Announcements:

BC Fitzgerald let the Commissioners know Draeger has approached him to represent them at the FDIC Conference in Spring 2027. He will not be representing PCFD #13, and the Commissioners saw no issue with his participation in this event.

Next regular Commissioner's Meeting November 10, 2026, at 9:00 AM if quorum is met.

Meeting Adjourned at 11:24 AM

Approved By:

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Chairman Noll

Commissioner Malone

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Commissioner Bush

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Fire Chief/District Secretary