



## Pierce County Fire District 13

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### Minutes Board of Fire Commissioners Regular Meeting September 8, 2020

**Commissioner Noll** called the meeting to order at 9:35 AM and led all in the Pledge of Allegiance.

Roll Call led by Commissioner Noll (by Zoom) to confirm quorum has been met. Present for the meeting: Commissioners Malone (by Zoom) and Zuluaga (by Zoom); and Chief Wassall (by Zoom).

Members of the Public and Staff: 5

#### CONSENT AGENDA:

**Minutes: Motion-** A motion was made by **Commissioner Zuluaga** to approve the meeting minutes of August 11, 2020 Regular Meeting.

**Seconded Commissioner Malone**  
**Passed (Unanimous)**

#### Vouchers:

**Motion-**A motion was made by **Commissioner Malone** to approve vouchers #16007-#16045 in the amount of \$47,815.91 for monthly payables.

**Seconded: Commissioner Zuluaga**  
**Passed (Unanimous)**

**Motion-**A motion was made by **Commissioner Zuluaga** to approve voucher #16046-#16046 in the amount of \$50,000.00 to transfer from operating account (686) to reserve account (690).

**Seconded: Commissioner Malone**  
**Passed (Unanimous)**

#### Correspondence:

None

#### SPECIAL REPORTS AND/OR STANDING COMMITTEES:

##### **Chiefs Report:**

**Calls:** 24 total calls, 3 Fire Calls, 12 EMS, 4 Service Calls and 5 Mutual Aid Calls. 1 Deployment to Spokane County.

**Staffing and Recruiting:** Staffing has become a bit of a challenge these days with departments putting out notices that they are getting ready to test. Our people are getting ready for those tests. Captain Forsythe is still deployed to California. We are working with the Lieutenants to get the minimum staffing we need. We are continuing to get inquiries for both EMT and Fire Fighter positions. We are planning on a February 2021 academy.

**Financial Report:**

GL Trial Balance cash on hand:	268,009.02	
Less 9.8.2020 expenses	-47,815.91	*50K for Reserve posted P8
Deposits (not yet posted)	<u>0.00</u>	
Remaining cash on hand:	220,193.11	*P8 was not closed prior to Sept 8 meeting.

Reserves: \$ 50,000.00

**Training:** We now have 21 recruits in academy. Two were dismissed because of grades and one had his employer no longer support his involvement. Their mid-term is this Thursday. We are continuing to split the fire department into 2 groups for drill. EMT's are having their training on ZOOM and the fire fighters are in house. Someday we might get back to a normal drill, but we anticipate it won't be this year.

**SS911:** Captain Sandstrom and I had a virtual meeting with Executive Director Debbie Grady and Deputy Directors, Jim Duggan and Mark Mears. A meet and greet. We did discuss the operational problems they were having and how we need to proceed if this continues. They have purchased new equipment for the current building. They do not expect problems once the new building comes on-line, in April 2021. We asked if not being on the CAD was causing problems. They said that with our small call volume we are not and don't expect us to be or become a problem for them.

**Fleet Status:** BR76 finally made it out for a deployment. Dispatched to Spokane County for the Bartholomew Fire. She came back with a few problems: starter, rear brakes and a muffler. We have had those problems corrected and we are ready to go. We are paying the yearly check repair bill for E77 this month, not a lot in parts but labor is labor.

**Good of the Order:** We have ordered the new hose and nozzles for E77. Also, the new Life Pak 15 for A76. Wednesday, we will order our annual 5 sets of bunker gear. We should be done with major purchases for this year. The delivery of these items will be over the next 2 months with the bunker gear at the end of this year. Commissioner Zuluaga and I had a meeting with Attorney Sitkin. We agreed on the language for the mitigation agreement between the Fire Department and 1000 Town Center, LLC. We are waiting to see if they are going to counter our proposal. We have been approached by 1 and have 1 on the fire department looking to get the ball rolling again to bring the BPDP Fire Fighter's Association to 501C3 status. Once we know where this is headed, I will inform the Board. We are also continuing to see what is necessary to take advantage of the GEMT reimbursement program for EMS transports.

**MSO Report; Presented by MSO/LT Lanora Rosenberry:**

Zero report given due to MSO/LT Rosenberry being called out to the Graham Fire.

**Commissioner(s) Report:**

**Noll:**

Brian Snure webinar on Laws, Oct 21, 3 hours, cost \$40  
WFCA annual conference will be held virtually, details TBD? (late October)  
Public meetings in Pierce county are illegal through October 1st  
Next PC Fire Commissioner meeting is Thursday Sept 24, via Zoom, 7pm

**Malone:**

Discrepancy in Covid-19 counts. What we are reporting vs State reports.  
The State is reporting cases outside of PCFD#13 District.  
We need to follow up with Norma.

**Zuluaga:**

Tacoma Fire Department is addressing a policy change regarding  
BLS transport. What will happen to our availability with outside Medic  
transport? Set up meeting with Chief Green.

***Public Information Report-Presented by PIO Scott Watkins***

Zero report given due to PIO Watkins being called out to the Graham Fire.

***OLD BUSINESS:***

1. Public Records Policy:  
Updated. Need to add to Master SOP Binder
2. 2021 Business Plan:  
Updated. Add to Website
3. 2021-2025 Strategic Plan:  
Updated. Add to Website
4. 2021 Work Plan:  
Updated. Add to Website
5. Town Center Update:  
Update a Capital Facilities plan regarding the Town Center Project.  
Revise cost of building addition and equipment replacement.  
Commissioner Malone, Chief Wassall met with Attorney Sitkin about mitigation  
agreement for the Town Center project. Waiting for response from 1000 Town  
Center, LLC

**NEW BUSINESS**

1. Chief Annual Review Plan:

Individual reviews from each Commissioner and self-review by the Chief. Then will blend the reviews into a composite review. An Executive session will be called for the annual review at the October 13th, 2020 regular meeting.

**PUBLIC COMMENTS:**

**None**

**ANNOUNCEMENTS:** The next regular meeting will be Tues., October 13, 2020 at 9:00 AM.

**ADJOURNMENT:** Meeting adjourned at 11:10 am.

Approved By:

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Chairman Noll

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Commissioner Malone

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Commissioner Zuluaga

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Fire Chief/District Secretary