



## Pierce County Fire District 13

4815 Wa-Tau-Ga Ave. N.E. • Browns Point, WA 98422  
(253) 952-4776 • (253) 925-8889  
www.piercefire13.org

### Minutes Board of Fire Commissioners Regular Meeting July 12, 2016

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

Members of the Public and Staff: 8

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 Noll to approve the minutes of June 8, 2016.

*Seconded:* Ballantyne

*Passed*

##### Minutes:

*Motion-* A motion was made by Commissioner Noll to approve the minutes of June 14, 2016 as corrected.

*Seconded:* Zuluaga

*Commissioner Ballantyne abstained due to absence*

*Passed*

##### Vouchers:

*Motion-* A motion was made by Commissioner Noll to approve vouchers #13003 through #13083 in the amount of \$42,954.86 for payables and volunteer quarterly reimbursements.

*Seconded:* Ballantyne

*Passed*

##### Correspondence/Public Testimony:

None

##### Special Reports and /or Standing Committees:

**Alec Wrolson, Lieutenant with Puyallup Tribal Police:** He spoke with Puyallup Tribal Police Chief Duenas about finding water rescue solutions and their solution is to procure new

<C:\LEAH\BrownsPointFireDepartment\MeetingsandMinutes\PCFD13 Minutes\07-12-2016.doc>  
<Z:\FIREDEPT\Administrative\Minutes\2016\07-12-2016.doc>  
<I:\share\FIREDEPT\Administrative\Minutes\2016\07-12-2016.doc>

equipment. Their request would be for us to work with them on the procurement process. He will be writing a FEMA grant to procure the equipment and requests someone from our organization work with him to document best equipment (and training) for both agencies. They would ask our portion be storage and maintenance going forward. The impact on tribal communities needs to be articulated in the request. Alec shared that Dash Point & Browns Point (DP/BP) are in the reservation area; part of 21,000 acres designated in the treaty. The ideal water rescue equipment would be best suited for both bay and river. Alec thinks the hovercrafts are best for the rivers. Commissioner Zuluaga commented he thinks a rib would be a good option for a water rescue vessel. Chief received some information on a Zodiac boat that only weighs 120 lbs. once inflated and inflates in 30 seconds. It can be launched any place you can walk. It can be outfitted for under \$20,000. Commissioner Ballantyne asked about our participation in regional water rescue. Chief responded Anderson Island, West Pierce, Gig Harbor and PC Sheriff's department main call outs fall on the Fire Service. South King has a vessel. Tacoma Police and Tacoma Fire have 2 boats. Coast Guard is 45 minutes away (out of Harbor Island) if crew is on the vessel. It becomes an hour if they have to ready the boat. Coast Guard auxiliary are located in Gig Harbor, like reserves, they participate on weekends. The tribe has their boats at Pierce Landing. They will respond if we call them. FireComm interfaces with the police (35<sup>th</sup> St. dispatch). 911 comes out of West Pierce and 35<sup>th</sup> St. The Commissioners agreed for this summer season we repair the jet skis, and then work on the FEMA grant in coordination with the tribe for future years. Alec's email: [Alec.wrolson@puyalluptribe.com](mailto:Alec.wrolson@puyalluptribe.com)

**Motion:** Commissioner Ballantyne moves that we repair jet skis up to \$3,500 as long as it is okay that we spend money on something we don't actually own to move forward with water rescue program this year as a short term solution.

Discussion: Alec confirmed they cover the insurance, licensed thru the tribe, and suggested connecting the lawyers...could draft up an MOA if there are concerns on the legal side. Besides immediate maintenance costs, there are annual maintenance costs. The tribe had picked up routine maintenance. Hopefully they would cover this year and next with this repair. Chief commented we have the support equipment, i.e. dry suits, etc.

**Seconded:** Noll

**Passed**

### **July 12, 2016 Chief's Report:**

**Calls:** 27 calls, 5 fire (2 mutual aid), 14 Aid, 6 service calls, 2 MVA. We had a two alarm fire at 0108 the morning of the 4<sup>th</sup> of July. It started in an electrical panel in the garage and extended into an office and bedroom above the garage. It went into a second alarm at 0229. Fire was tapped at 0400 and hotspots worked until almost 0800. Estimated loss was \$750,000. Main house was protected with minimal damage. Total assets used on the fire was E77, E76, A76, R76, Tacoma E3, E17, L4, Air42, B2, Riverside E74, B74, South King E62, E63, B61, Eastside Fire M118, RM70, and RM55. Commissioner Zuluaga served as PIO for the event. One of our firefighters, Colin Snider had to be transported to St. Joseph for smoke inhalation and heat exhaustion but was released 3 hours later.

C:\LEAH\BrownsPointFireDepartment\MeetingsandMinutes\PCFD13 Minutes\07-12-2016.doc  
Z:\FIREDEPT\Administrative\Minutes\2016\07-12-2016.doc  
\\TS-BPDPFD-1\share\FIREDEPT\Administrative\Minutes\2016\07-12-2016.doc

**Staffing and Recruiting:** Testing for fire academy will begin in August. A preliminary schedule has been put together and will be finalized in the next two weeks. I hope to have at least 8 in this academy.

**Financial Report:** After this months payment our balance is \$143,159.00

**Training:** Training has focused on motor vehicle stabilization and victim extrication using the new Rescue 42 strut kit which replaced our old system.

**SS911:** SS911 Operations Board will be held as a joint workshop with the policy board on the 27<sup>th</sup> of this month with the main topic being radio user fees.

**November Election Filing:** I received an email from the Pierce County Elections reminding me that we have to file for the general election on August 2<sup>nd</sup> before 4:40 PM. I will be submitting a resolution for that filing today as we have no board meetings scheduled before the due date.

**Good of the Order:** As you know, June 11<sup>th</sup> was a life changing event for me. For the first time in my life I was in a life threatening event and I had no control what so ever of the outcome. My right coronary artery was completely blocked and I was having an inferior wall MI. I was treated at my home by Tacoma Fire and transported to Tacoma General where I had two stents placed in under an hour. Two days in intensive care and I was sent home. I came back to work part time on the 20<sup>th</sup> and was cleared to transition into full time last Thursday with a few restrictions. I start a cardiac rehab program next week to build up my endurance as I seem to get tired easily. Words cannot express my thanks for all the help, kindness, and support my wife and I received during this period. Our fire family was instrumental in my recovery.

#### **Commissioner's Report:**

Commissioner Ballantyne requested we clarify the expenses and asked that we request someone from PC Budget and Finance come to our office to clarify Workday reports vs. Bars reports. If the county says no, suggested asking the Graham Fire Department Workday specialist.

Commissioner Noll asked about the financial reports provided. A few line items that were over the mid year % were reviewed. He also asked for clarification of the reserve fund amount. Commissioner Ballantyne asked about whether we can allocate money in the reserve account to specific items. Chief responded that we can only deposit money into the reserve account twice a year, and within our own internal tracking system we can indicate specific allocations with the reserve monies. Commissioner Ballantyne noted we need a way to track the reserve. Commissioner Noll noted that we need to ensure we are managing the resources well and are very clear on each month's revenue picture.

Commissioner Zuluaga mentioned that the Commissioner's conference is in October. The conference offers training, information, interaction with peers, education on managing public funds. Chief noted that there is mandatory training that each of the Commissioners is required to attend. The public disclosure training can be taken online. These are all available at the conference. Commissioner Zuluaga noted that per public disclosure the Fire Commission Chairman can contact other commissioner's regarding setting the agenda.

<C:\LEAH\BrownsPointFireDepartment\MeetingsandMinutes\PCFD13 Minutes\07-12-2016.doc><Z:\FIREDEPT\Administrative\Minutes\2016\07-12-2016.doc><TS-BPD-PFD-1\share\FIREDEPT\Administrative\Minutes\2016\07-12-2016.doc>

### **Old Business:**

**Website update status:** Commissioner Noll shared some suggestions for updates to the website, and mentioned this could be a possible volunteer opportunity. Overall he thought the website looks better and is easier to read. His suggested changes will be given to Firefighter Jude Courmier, who currently maintains the website.

**5 year strategic plan status:** We plan to capture e-mail from BP & DP & Historical Society to help get the word out; get volunteers for community Outreach Program including website; and reach out to Life At The Points content writers. Commissioner Ballantyne suggested direct mailing to reach those individuals that don't rely on the website or Facebook. Commissioner Noll would like to see us use this more as our guiding document, to see this reviewed and updated at least once per year; to ensure the goals and strategies identified are solid and relevant and that the next steps are activated. Commissioner Zuluaga noted we are currently addressing some of the plan with website, financial support, etc. Commissioner Ballantyne suggests we schedule a workshop in the near future to review and further develop the 5 year plan. Commissioner Noll suggests developing 2017 work plan at the same time. August was recommended after the August 9<sup>th</sup> commissioner meeting. It was agreed for a strategic plan meeting on Thursday, August 11<sup>th</sup>, Noon to 4 pm, to accomplish reaffirmation of the current plan and validate the strategic plan. Commissioner Ballantyne asked we advertise it ASAP.

**2016 work plan status:** Commissioner Noll wants to see the work plan include a list of the 4 major goals and identified strategies; objectives identified under each goal with target dates, and a list of desired outcomes.

**Business Plan Refresh:** Commissioner Noll noted that this should be covered within the 5 year plan and the yearly work plan.

### **New Business:**

**2016-2017 Academy.** Coming up in September. We utilize 2 cores of trainers, individuals that volunteer here; and when we send people to West Pierce, we pay for West Pierce trainers. We use the same people there that they use to teach their professional academies. Chief to send Commissioner Ballantyne an e-mail on the cost of the trainers.

**Fire Mobilization Inter Local agreement, DuPont Fire:** Chief reported the brush truck we used that last few years is back at Riverside. They are meeting to discuss terms and remuneration for the period of time we had it. Chief indicated we would gain no revenue from the brush truck this year due to them taking it back. The DuPont Fire Department has a brush truck and would like to share personnel. This furthers the education of our personnel. Since we ensure one of our senior persons is always on the truck along with our volunteer firefighters to oversee and help ensure their safety, the Chief prefers we have our own equipment. The Chief found a way to create a brush truck fairly inexpensively, approx. \$4,500 to outfit. Thanks to some legwork by Chris Johnson, we were able to purchase a 250 gallon water tank. A local can do the plumbing to plumb the truck and tank to create our own Type 6 brush truck. Type 6 means 150 gallons out of the pump and minimum of 150 gallon tank, 300' of 1" hose +, and carry 2 Firefighters. We would be sending our vehicle and our crews, and it would be registered

<C:\LEAH\BrownsPointFireDepartment\MeetingsandMinutes\PCFD13 Minutes\07-12-2016.doc><Z:\FIREDEPT\Administrative\Minutes\2016\07-12-2016.doc><TS-BPD-PFD-1\share\FIREDEPT\Administrative\Minutes\2016\07-12-2016.doc>

with Puget Sound Strike Team. With this equipment, revenue of \$65 per hour comes back to this department. A brush truck is needed for mutual aid, and for the training for our people. Commissioner Ballantyne feels the conversation with DP State Park influences this as well, that we need to understand what direction they are going, and that we wait until we know what our budget is first. Commissioner Noll suggested this is discussion for August 11th special meeting. Commissioner Zuluaga agreed we look for budget neutral choices until after the August 2nd vote. Chief clarified that the Commissioners agreed he could send our people to DuPont. Chief will continue to look for budget neutral surplus. Commissioner Zuluaga noted that we should think about asking the DP State Park to maintain that road for fire fighting access.

**Life At The Points Public Service Column:** Commissioner Noll meet with Leah and Mike and a possible public service section may be open for us provided. Commissioner Noll will follow up with Leah to see what is available. First article could be emergency preparedness. Commissioner Ballantyne suggested that this could be an avenue for earthquake mitigation. Commissioner Zuluaga commented that there is National CERT training for emergency preparedness that would be extremely useful.

#### **November Election Filing:**

*Motion-A motion was made by Commissioner Zuluaga to re-file the original motion contained in the May 10<sup>th</sup>, 2016 minutes to put a lid lift before the voters, placing the lid lift on Nov. 8<sup>th</sup> ballot exactly as stated, the only thing that changes is the date.*

*Seconded: Ballantyne*

*Passed*

#### **Additions to Agenda:**

**Grants:** Chief reported there are two grants available...one for seismic and one for a generator. Commissioner Ballantyne is booked with work, but has contacts available we can reach out to. Because of secondary issues like mutual aid, wood frame houses that don't kill people, and delayed response are not as critical to get the grant. Grant would cost 12% in 2017. Chief is going to reach out to the state.

#### **Dash Point State Park:**

*Motion-A motion made by Commissioner Ballantyne to pursue a discussion with Tacoma Fire Department and South King Fire to develop an interface on a training program for fighting fires on houses that back onto Dash Point State Park.*

Discussion: There is a FireWise interface program that National Fire Academy created to address this and it is available currently. We need to initiate contact with the City of Tacoma and South King. Since an interface already exists, no vote taken.

**Security:** Commissioner Ballantyne suggested that we send a letter to the tribe supporting tribe police patrol of DP/BP to support security of tribal members and tribal land, trust land and tribal members.

#### **Announcements:**

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

C:\LEAH\BrownsPointFireDepartment\MeetingsandMinutes\PCFD13 Minutes\07-12-2016.doc  
Z:\FIREDEPT\Administrative\Minutes\2016\07-12-2016.doc  
\\TS-BPDPFD-1\share\FIREDEPT\Administrative\Minutes\2016\07-12-2016.doc

**Adjournment:** Meeting adjourned at 12:17 PM

Approved By:

\_\_\_\_\_  
Chairman Zuluaga

\_\_\_\_\_  
Commissioner Ballantyne

\_\_\_\_\_  
Commissioner Noll

\_\_\_\_\_  
Fire Chief/District Secretary