



Pierce County Fire District 13

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**Minutes
Board of Fire Commissioners October 10, 2023**

Commissioner Noll called the meeting to order at 9:07 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 Zuluaga, Commissioner Malone (via Zoom), Chief Wassall.**

Members of the Public and Staff 2

CONSENT AGENDA:

Minutes: Motion- A motion was made by **Commissioner Zuluaga** to approve the meeting minutes for September 12, 2023, Regular Meeting.

Seconded Commissioner Malone
Passed (Unanimous)

Vouchers:

Motion-A motion was made by **Commissioner Zuluaga** to approve vouchers, #18147-18182 in the amount of \$52,139.90 for Monthly Payables.

Second: Commissioner Malone.
Passed (Unanimous)

Motion-A motion was made by **Commissioner Zuluaga** to approve voucher, #18184-18187 in the amount of \$3522.17 for additional Monthly Payables.

Seconded: Commissioner Malone
Passed (Unanimous)

Motion-A motion was made by **Commissioner Zuluaga** to approve vouchers, #18108-18146 for 3rd Quarter Vol Payables in the amount of \$28,136.77.

Second: Commissioner Malone.
Passed (Unanimous)

Motion-A motion was made by **Commissioner Zuluaga** to approve vouchers, #18183 in the amount of \$(23174.15) for Monthly Deposits.

Second: Commissioner Malone.
Passed (Unanimous)

Correspondence:

A big thank you from DPSIC for helping with Dash Point Dash on September 9.

Chief's Report

Calls: 15 total calls, 0 fire calls, 11 EMS calls, 1 MVA resulting in a fire, 3 Service Calls, A76, had 2 transports, Olympic had 5, all ALS.

Staffing and Recruiting: We are starting to see some of the recruits from the current academy fall out. We lost one due to time management. We are trying to keep him as an EMT. We have 2 on academic probation, nothing serious but below the minimum. Both have a plan to get and stay caught up. We are getting a few applications and some internet inquiries. We will see if we can get everyone into a fall academy. Staffing is getting slightly better, especially at night.

Financial Report:

GL Trial Balance cash on hand:	\$313,171.12
Less 10-10-2023 expenses	-\$83,798.84
Deposits (not yet posted)	<u>\$12,673.40</u>
Remaining cash on hand:	\$242,045.68

Reserves: \$582,501.98

Training: LT Tapia and Captain Fitzgerald continue to work with the day crews. Also, behind the scenes to have us ready for drill nights. We held a second wildland refresher class and that allowed us to get 2 more individuals red carded. Then it started to rain. We have a house we plan to burn in November. Now that we are at the end of the long daylight hours, we plan to hold several search and nighttime drills there.

SS911: The Pierce County Fire Chief's along with SS911 are continuing to move to a single source radio system. With that, move to a different platform called First Due Size Up. We so far have not bought into the new platform. We currently have a program called FlowMSP which does the same thing. Which we are in control of the information. This month's Chief's meeting was cancelled because of the Commissioner's Conference up North.

Fleet Status: A76 which is scheduled for next week and the pickup truck are the only vehicles that need their annual service. Once we get A76 back we can schedule R77 for hers. We had an easy time with both engines, there are a few insignificant things left to complete once the parts arrive from the different vendors. We have parts on order for both BR76 and A76, they too should be completed before the end of November if not before.

Good of the Order: The department was able to participate in a couple of different community events. We supported Dash Point Day 5K. We had kids and hoses with E77. CPR class at the Resurrection Lutheran Church. We are starting to receive payments from DNR and State Patrol for our wildland deployments. Some of our calls have revealed that some of our EMS equipment has met its end-of-life cycle or is getting close. We are monitoring this equipment and looking at options to replace it before we have a problem on scene. We want the equipment here first, get everyone trained on it before placing said equipment on the rig and have it be in service. All good, but we need to continue to be proactive. Lastly, we have a

meeting with Rosenbauer to have our first session with the manufacturer/factory. We should know in the first 5 minutes or so if all the homework we did paid off.

PIO – Per Captain Fitzgerald

The highlight of this report is to update the status of the District's website. A focused effort yielded nice results. The new website piercefire13.org is complete. The basic structural layout is solid, but just needs some more fine tuning. The PIO believes we are ready to forward the old site (pcfd13.org) to the new one. We are in a place where the focus can begin to shift to content, rather than set-up. The remaining question is whether to include all the "Additional Services" listed on the old site onto the new site. The PIO needs guidance on this matter. The PIO also needs guidance on how much financial information we wish to display on the website, as well as what instructions to post for public records requests. Please review both sites and send feedback to Captain Fitzgerald. In other news, the most recent Board meeting for the Association yielded three new Board members. Regarding the hazmat grant, most of the equipment has been ordered, but only some has been delivered. Captain Fitzgerald will travel to Albuquerque on October 19-23, for training on the most complicated piece of equipment.

Commissioner Zuluaga:

Looking forward to the WFOA conference in October at Tulalip.
If we need ALS help reach out to E3 and E12 Tacoma.

Commissioner Malone:

Trunk or Treat is the last Sunday of the month.
BPIC gate is getting fixed but waiting on parts.

Commissioner Noll:

Pierce County approved fireworks New Year's eve, 6pm-1am.
Design conference in Phoenix May 21-24, 2024
Commissioners pay raise effective January 2024.

OLD BUSINESS:

1. Town Center Status:
 - Website still the same for Living Care Lifestyles.
 - Showing Qual Park at Browns Point, call for a tour.
 - Cleaning up parking lot and ground areas.
 - North 47 has opened a restaurant in Tacoma
2. St Matthew Status:
 - They are very aware of our interest in collaborating with them.
 - The church is trying to figure out options to move forward.
3. Rosenbauer Specs
 - Meeting on Oct 13, 2023, on build schedule.
 - November 19th is the deadline to complete specifications.
 - Delivery date summer of 2025.
 - Purchase order signed for \$768 does not include tax.
 - Once contact is written ask for Brian Snure to review and validate our approach.
 - Who can take over heading up the finance portion of our engine purchase?

Four ideas on how to purchase an engine.

1. Grants
2. Charitable giving
3. State Financing
4. Outside financing

4. 2024 Budget Review/Questions

Priorities:

New furnace

Roll left over budget dollars into maintenance.

Reserve increase by 125K for 2024

NEW BUSINESS:

1. Station Maintenance Planning

- Consider key maintenance items for Station 77 (see Lawhead report)
- Review options and needs for Station 76 (Dash Point)

Executive Session-Chief Wassall Annual Review

The Board will be going into executive session pursuant to RCW 42.30.110(1)(g) to review the performance of an employee (Chief Jim Wassall). The executive session will be for 20 minutes until 11:45 am. The review was satisfactory and positive.

Public COMMENTS: None

ANNOUNCEMENTS: The next regular meeting will be Tues., November 14, 2023, at 9:00 AM.

ADJOURNMENT: Meeting adjourned at 11:55 am.

Approved By:

Chairman Noll

Commissioner Malone

Commissioner Zuluaga

Fire Chief/District Secretary