



Pierce County Fire District 13

4815 Wa-Tau-Ga Ave. N.E. • Browns Point, WA 98422
(253) 952-4776 • (253) 925-8889
www.PCFD13.org

**Minutes
Board of Fire Commissioners May 14, 2024**

Commissioner Noll called the meeting to order at 9:00 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 Malone, Commissioner Zuluaga, and Chief Wassall.**

Members of the Public and Staff 6

CONSENT AGENDA:

Minutes: Motion- A motion was made by **Commissioner Zuluaga** to approve the meeting minutes for April 09, 2024, Regular Meeting.

Seconded Commissioner Malone
Passed (Unanimous)

Vouchers:

Motion-A motion was made by **Commissioner Malone** to approve vouchers, #18509-18543 in the amount of \$53,230.05 for Monthly Payables.

Seconded: Commissioner Zuluaga.
Passed (Unanimous)

Motion-A motion was made by **Commissioner Malone** to approve vouchers, #18545-18549 in the amount of \$10,709.59 for Additional Payables.

Second: Commissioner Zuluaga.
Passed (Unanimous)

Motion-A motion was made by **Commissioner Malone** to approve vouchers, #18544-18544 in the amount of (\$3,176.81) for Monthly Deposits.

Second: Commissioner Zuluaga.
Passed (Unanimous)

Correspondence:

Thank You from Barb Cooper "An amazing team"
Thank You from Pacific NW Restoration

Chief's Report

Calls: 24 total calls, 2 fire calls, 14 EMS calls, 1 MVA, 5 Service Calls, and 2 Mutual Aid Calls, A76, had 6 transports, Oly131 had 5.

Staffing and Recruiting: We continue to have daytime staffing issues. We may continue that way as the summer months get into full swing. We are still interviewing candidates for the next fire academy. We will be making decisions on how candidates will make up this next class.

Financial Report:

GL Trial Balance cash on hand:	\$572,089.77
Less 05-14-2024 expenses	-\$63,939.64
Deposits (not yet posted)	<u>\$3,176.81</u>
Remaining cash on hand:	\$511,326.94
Reserves:	\$857,501.98

Training: We are having success in our training with the main night being Tuesday. By adding a Thursday and Sunday for make-up training, we have most of our training caught up. OTEP seems to be the most attended training we do but it is also the most important. We are getting outside now that the weather has become more of an ally with longer days and not as wet.

SS911: Nothing to report. There have not been any meetings that I could attend. We do have a technical meeting with SS911 on Thursday morning, here at Station 77. They want to review our equipment and any future needs we might have/need and if there is any help available.

Fleet Status: We will be picking the Crown Vic up on Wednesday. While she was down, we looked for something to replace her with but could not find anything. E76 has been in the shop at West Pierce for a water leak. While she is in, they are doing their best to get the annual maintenance done at the same time. Both the aid car and the pickup truck are due for service. We will get them in once the other 2 come home.

Good of the Order: Tonight, we will be officially recognizing Monica Watchie’s 30 years of service to the district. She rose to the rank of Captain when she was operational and became our unofficial admin for everything OTEP until she retired. We thank her for her service to the citizens of the district and to PCFD13. We sent 4 fire fighters to a rescue systems 1 class held in Bremerton. It was a 5-day class, and we will be having them share what they learned with the department and with our next fire academy. We retested our 5 people who needed a retest on Fire Fighter 2 and HazMat Ops. All 5 passed, was not always pretty but they all met the standard. Congratulations to all.

MSO

No report

PIO

Can we add positive feedback from the community on the website?
What are other departments doing with positive correspondence?
Fusion Tek has taken over IT Source, will see how service and support play out.

Commissioners Report

Commissioner Zuluaga:

None

Commissioner Malone:

Washington State Department of Commerce is soliciting proposals for a study on the impacts if Browns Point and Dash Point incorporate.

Commissioner Noll:

Attended Snure- Procurement Webinar 4.19.24. The fire districts BID Law Matrix for procurement rules will be changing July 1, 2024.

We will need to follow the RFP process to upgrade our technology/IT/Telecommunications.

Attended Quinn- Seminar on Roles of Commissioners and Fire Chiefs 4.20.24

The Board makes the policy, the Chief executes the policy.

The Strategic Plan is the most important of all Board powers.

Attended PC Fire Commissioner Meeting on 4.25.24 at SS911 building.

Presentation from Enduris (Fire District Insurance).

Past 5 Years theft/crime against Fire Districts has been rampant

Property, mobile equipment, autos have been targets.

Can request a free cyber audit from Washington State Accounting Office.

We must report any Cybercrime to insurance companies right away.

Proposed OSHA rules change TBD (now in comment period)

OLD BUSINESS:

1. District 13 Update:

Town Center Status-no changes

St Matthews Status -no changes

Projects-Private/County-Monahan property sold. New housing to be developed

Parks-no response on updating signage

Safety-no changes

2. Rosenbauer Engine Status-6-month mark of build cycle. Chief has started funding application with Washington State Treasury

3. MRSC Resolution tabled until June 11, more clarification needed.

4. 2023 Annual Report

Motion-A motion was made by **Commissioner Malone** to approve the 2023 Annual Report.

Seconded: Commissioner Zuluaga.

Passed (Unanimous)

New Business:

1. Public Tort Claim Information is not required to be on the Website.

We are required to have a form with completion instructions available if requested.

2. Public Education

Check and see if there are public safety materials that we can share with the public and make available on the website. For example, from organizations like WFCA, PCFC, WFC ETC.

We recognize the challenge of trying to find ways of communicating with all residents.

Public Comments:

The Tribal grant funding period is ending.

ANNOUNCEMENTS: The next regular meeting will be Tues., June 11, 2024, at 09:00 AM.

ADJOURNMENT: Meeting adjourned at 11.52 am.

Approved By:

Chairman Noll

Commissioner Malone

Commissioner Zuluaga

Fire Chief/District Secretary