



Pierce County Fire District 13

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Minutes Board of Fire Commissioners Special Planning Meeting August 11, 2016

Present: Commissioners Zuluaga and Noll, Chief McCollum, Captain Wassall

Members of the Public and Staff: 2

Commissioner Zuluaga called the meeting to order at 12:00 PM and led all in the Pledge of Allegiance.

New Business:

1. **Business Plan:** Add sections on equipment overview, training, business model and success measurement. Wording changes suggested.
2. **Strategic Plan:** Validated goal and objectives. Suggested simplifying document, eliminating duplication between documents and making a few word changes.
3. **Workplan:** To be driven by priorities. Deferred maintenance takes priority at this time. Validated and prioritized objectives. Added lead resources.
 - a. **Facilities Maintenance:** New roof, siding, paint, windows, and carpet for Browns Point Station 77, Computer upgrades, Copy machine replacement, Document archiving, Concrete repair Dash Point Station 76, carpet, and seismic/earthquake improvements.
ACTION ITEM: Provide fleet assessment at an upcoming regular meeting.
 - b. **Vehicles:** 2 engines, 3 command vehicles, 2 ambulances, brush truck, water rescue, 1 pick-up, SCBA Maintenance, Hoses/Nozzles.
 - c. **Personnel:** Compensation, Recruiting, Training (take advantage of training opportunities), more EMS focus, electronic EMS reporting (need to buy 2 tablets w/cell data package), and succession plan.
ACTION ITEM: Determine impact of \$20 stipend, \$10 call, & \$10 drill.
ACTION ITEM: Contact Kathy Hale for compensation contracts.
 - d. **Reserve fund:** will need to spend some of the reserve fund monies in 2016 due to roof and siding issues and then reimburse it in 2017.

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e. Prioritization: Priorities were reviewed and agreed as follows:
(listed in order of priority)

2016/2017 priorities:

- New Roof Station 77
- Siding/Paint
- Personnel compensation
- EMS reporting training and equipment
- Community Information
- Personnel recruiting
- Personnel training level
- Succession plan
- Reserve Fund
- Computers
- Copy machine

Future priorities:

- Windows
- Command vehicle replacement
- Carpet replacement
- Water rescue vessel
- LifePak
- Concrete/asphalt repair
- Seismic/earthquake upgrades
- Archiving documents
- Brush truck
- Engine replacement

- 4. Communications:** These documents to be reviewed at the September Commissioner meeting for approval. Once approved they are to be made available on the website. They are to be reviewed annually. Work plan status to be discussed at each Commissioner meeting.

Announcements:

The next regular meeting will be September 13, 2016 at 9:00 AM.

Adjournment: Meeting adjourned at 2:59 PM

Approved By:

Chairman Zuluaga

Commissioner Noll

Fire Chief/District Secretary