



**Pierce County Fire District 13**

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www.piercefire13.org

**Minutes  
Board of Fire Commissioners Regular Meeting  
July 10, 2018**

Present: Commissioners Zuluaga, Noll and Malone, Chief McCollum, Asst. Chief Wassall

Members of the Public and Staff: 4

Commissioner Zuluaga called the meeting to order at 9:02 AM and led all in the Pledge of Allegiance.

**CONSENT AGENDA:**

**Minutes:**

**Motion-** A motion was made by Commissioner Malone to approve the minutes of June 12, 2018.

**Seconded:** Noll  
**Passed**

**Motion-** A motion was made by Commissioner Noll to approve the minutes from the Special Meeting of June 12, 2018.

**Seconded:** Malone  
**Passed**

**Vouchers:**

**Motion-**A motion was made by Commissioner Noll to approve voucher #14455 for a deposit from volunteer FF personnel for WSP wildland fire duplicate payment and BVFF volunteer physical reimbursements in the amount of \$938.37.

**Seconded:** Malone  
**Passed**

**Motion-**A motion was made by Commissioner Noll to approve voucher #14456 in the amount of \$120.00 for a deposit from Seabury Middle School for CPR/1<sup>st</sup> Aid training.

**Seconded:** Malone  
**Passed**

**Motion-**A motion was made by Commissioner Noll to approve vouchers #14457 through #14553 in the amount of \$59,461.39 for monthly payables.

**Seconded:** Malone  
**Passed**

**CORRESPONDENCE/PUBLIC TESTIMONY:**

- 1) Several homemade cards from local children thanking the district for quick response to a house fire several weeks back.

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- 2) Thank you card from Myrna Casey for the district helping her husband a few weeks back. The quick action was appreciated, and he is home recuperating.

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

**Chief's Report:**

July 10, 2018 Chiefs Report:

**Calls:** 12 total calls, 1 Fire, 11 EMS.

**Staffing and Recruiting:** Processing applications and testing this month. Graham Fire is putting on a recruit academy in the fall and I have reserved 7 slots. The WSP training reimbursement has been cancelled until further notice which means \$600 per recruit will not come our way. This is an emergency measure by the State to repair North Bend Training facility. Our costs will be around \$1,600 per recruit.

**Financial Report:**

GL Trial Balance cash on hand: 232,123.46  
Less 7/10/2018 expenses - ( 59,461.39)

Deposits (not yet posted)  
Remaining cash on hand: 172,662.07

Reserves: \$68,960.69  
Still 5% under budget.

**Training:** Wildland training as well as the departments water rescue training was the focus for the last few weeks. Our class on June 23<sup>rd</sup> was a great success and exceeded my expectations. We put those skills to good use patrolling the waters off our district the 4<sup>th</sup> of July.

**South Sound 911:** Operations board meeting is this Friday. The combined workshop has been postponed until September.

**Fleet Status:** Engine 77 main pump seal failed. After replacing and testing it failed again. It appears that we have a bad shaft which means a pump rebuild. Depending on the pump housing, this could set us back around \$11,000. Not good news but if you remember three years ago the same thing happened on E76. Both are the same age. As a result, I am tapping the brakes a little on spending.

**Good of the Order:** Station 77 and the exterior of Station 76 have the lights all upgraded to LED. 4<sup>th</sup> of July was reasonable with only one brush fire and a couple of bonfire warnings. The parade was the biggest yet. Everyone worked hard cleaning and polishing the apparatus and it showed. We provided a safe venue for all to enjoy. Our crews also pressure washed the boat ramp and cleared gravel a couple of times so far at the BPIC. Don't forget the Commissioners picnic on July 26<sup>th</sup> at 6:00 PM.

**Commissioner's Report:**

- 1) Upcoming monthly Pierce County Fire Commissioner meeting for August will be held at Browns Point, August 23rd at 7pm

## **Public Information Report-Presented by PIO Leah Hensley:**

### **Social Media:**

Facebook. 1,062 likes and 1,068 following.

#### *Facebook posts since last Fire Commissioner's Meeting*

*6/24/2018 Crescent Heights Elementary School toured the Browns Point Lighthouse and Cottage. PCFD13 was asked to participate in the event. 425 people were reached. 30 reactions. 1 share.*

*6/24/2018 PCFD13 taught a First Aid & CPR/AED class at Seabury Middle School as part of the Junior Counselor Workshop. A special thanks to FF/EMT Randy Thompson who taught the class of 7 middle schoolers. 276 people reached. 12 reactions. 1 share.*

*6/26/2018 Reminder that fireworks are banned in Pierce County Metro Parks. A link [www.piercefire13.org](http://www.piercefire13.org) to the Pierce County website flyer for banned fireworks was shared. 1,122 people reached. 8 people liked or loved post. 4 shares. 1 comment.*

*7/3/2018 Information regarding Pierce County non-emergency lines was shared from an original post from South Sound 9-1-1. 59 people reached. 6 likes. 1 share.*

*7/4/2018 Article regarding the 12<sup>th</sup> Annual Browns Point Parade was shared from website. 867 people reached; 21 people reacted with likes and loves; 2 people shared. A few comments were shared.*

*7/4/2018 Article regarding Marine Rescue 77 shared. 492 people reached. 14 people reacted with likes and loves. 1 share.*

Twitter. 34 Following. 86 Followers. All content posted above was cross posted to Twitter.

### **Website.**

Information regarding fireworks was added to the website for the general public. This information was cross posted to social media.

Articles posted under News & Events pages (all content was cross posted to social media accounts including Facebook and in most cases Twitter):

*7/4/2018 Article regarding Marine Rescue 77, written by FF/EMT Lanora Rosenberry was shared to the website. Photos were included.*

*7/4/2018 Article regarding the 12<sup>th</sup> Annual Browns Point Parade. Photos from the parade included. Cross posted to Facebook and Twitter.*

### **Past Community Events**

June 30<sup>th</sup> Seabury Middle School First Aid & CPR/AED class.

July 4<sup>th</sup> Browns Point 12<sup>th</sup> Annual 4<sup>th</sup> of July Parade

### **Upcoming Community Events for the Fire Department**

July 26<sup>th</sup> Pierce County Fire Association BBQ hosted by PCFD13.

July 28<sup>th</sup> Tribal Festival stops at Dash Point; PCFD13 will partner with Pierce County Sherriff's Department, WSP and the Coast Guard for safety and security for movement of the large group on the water.

August 4-5 Salmon Bake; PCFD13 will have a first aid booth at the event.

**OLD BUSINESS:**

- 1) **Town Center Development.**
  - a. Guest, Michael Derr, with Navigator Development Group was invited to talk about the current development process. He wants to capture what the fire district is asking of the public-private partnership. Additionally, he would like to know what PCFD13 is currently doing to examine financing updates/upgrades for the fire engines and ambulance.
  - b. Requested attendance for the August meeting to share updates in the development process and would like to have a special planning meeting in the future.
- 2) **Personnel Transitions.** About 33% of the prior volunteers moved into full-time career roles. Commissioners would like to examine the future transitions of the Fire Chiefs.
- 3) **Updated Strategic Planning Matrix.** Commissioner Noll shared information regarding updates from the prior meeting for strategic planning within the district. This will be examined periodically by the Fire Commissioners.
- 4) **Updated SWOT Matrix.** Commissioner Noll shared the updates that were added from the last meeting to document. This will be examined periodically by the Fire Commissioners.
- 5) **Public Service Hours.** Per Chief volunteers put in over 15,000 hours each year.

**NEW BUSINESS:**

- 1) SOP Policy Reviews will be addressed at the August meeting.
- 2) Chairperson Election. Will be addressed in January.

**Announcements:**

The next regular meeting will be Tues., August 14, 2018 at 9:00 AM.

**Adjournment:** Meeting adjourned at 11:41 AM

Approved By:

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Chairman Zuluaga

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Commissioner Malone

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Commissioner Noll

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Fire Chief/District Secretary