

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

January 19, 2023

Commissioner Kirkbride
Commissioner Gamble
Commissioner Hetzler
Commissioner Kelling
Commissioner Roberts

The meeting was conducted remotely via Zoom and with in-person attendance at Station 31. The meeting is being recorded.

Commissioner Hetzler was excused.

I. CALL TO ORDER

Chair Kirkbride called the meeting to order at 5:30 PM, followed with a salute to our Nation's Flag.

II. APPROVAL OF THE AGENDA

MOTION: To approve the agenda as amended.

The following change was made to the meeting agenda: to postpone the executive session until next meeting when all commissioners can be present.

Motion: Commissioner Kelling
Second: Commissioner Roberts
Carried: Unanimous

Commissioner Kirkbride requested the commissioners to provide their comments about the performance about Chief Brooks.

III. HEARING OF THE PUBLIC /MEMBERS PRESENT

None.

IV. APPROVAL OF THE CONSENT AGENDA

A. Draft minutes of the January 5, 2023, meeting of the Board of Fire Commissioners.

B. Warrants:

- General Fund 001 (Acct #6630) EFTs numbered 5132 through 5138; checks numbered 23372 through 23395, and Draft number 1066 for a total amount of \$851,713.79.
- Capital Projects Fund 310 EFT numbered 5139 through 5140 for a total amount of \$56,304.94.
- 2017B Capital Projects Fund 307 EFT number 5141 and checks numbered 23370 through 23371 for a total amount of \$192,390.14.

C. Payroll 1A in the amount of \$1,672,304.75.

MOTION: To approve the consent agenda as published.

Motion: Commissioner Gamble

Second: Commissioner Kelling

Carried: Unanimous

V. COMMITTEE REPORTS

A. Thurston County Medic One

Commissioner Kirkbride reported from the January 18th meeting:

- The meeting was held in the commissioners' board room at their new annex.
- Much of the meeting involved a presentation and a discussion regarding the state of the patient care system in Thurston County. At the pre-hospital level, performance is good. There are still problems getting patients into the ER. Medic One has been paying for a couple of EMTs to be in the vestibule of the ER where they can oversee or manage four different patients, freeing up four ambulances to get back in service.
 - There are discussions with St. Peter about the hospital taking over that responsibility starting in February.
 - The problems with the rest of the system continue. There is a lack of beds and a lack of staffing within the hospitals.
 - The new ER that MultiCare is building has, as part of their ER plan that patients will continue to be stationed in the hallways, not just actual rooms.
 - The hospital problems are compounded by problems in the post-hospital setting, including adult daycare centers, skilled living facilities, and assisted living facilities.
 - The post-hospital licensing and management is overseen by DSHS. The DOH manages the hospitals. The two agencies do not appear to communicate well with each other.

- These many challenges continue to complicate the healthcare system in Thurston County.
- Legislation has been introduced that would set ratios between nursing and patient loads in the hospital setting, with the hope that it will increase staffing levels. The potential net result is that it could create closures if the staffing threshold cannot be reached.
- St. Peter has announced that they will start construction of 29 of the approved 51 beds in the hospital. There continues to be a significant concern with providing the staffing for these beds once they are completed.
- The director of Medic One is retiring on March 15th. There will be a celebration of his tenure.
- A budget committee, a nominations committee, and a BLS funding review committee were all appointed. The budget committee is to develop the two-year budget. Commissioner Kirkbride will serve on the committee.

B. Thurston 9-1-1 Communications (TCOMM)

No report – the next meeting is February 1st.

C. City/District Liaison

Chief Brooks reported:

- There will be a meeting on January 20th with the interim city manager.
- Staff was asked about whether the standing February 21st meeting would work for the mayor manager, with no response yet.

D. Thurston County Fire Commissioners Association

Commissioner Gamble reported from the January 17th meeting:

- Unfortunately, the wrong Zoom meeting code was provided, so was unable to attend the meeting until towards the very end.
- Chief Brooks reported that he was able to get on the meeting about halfway through. He had been asked to come on to present legislative priorities from the Chiefs Association.
- The meeting was mainly focused again on the issues surrounding healthcare and House Bill 5236.

E. Thurston Regional Planning Council -

Commissioner Kelling reported from the most recent meeting:

- There are two handouts provided. One showing the 2023 legislative priorities; the second one is the letter that was approved by Council to send to the Commercial Aviation Coordination Commission in opposition to locating a new airport in site specified in Thurston County, which was discussed at the December meeting but then put on hold. The Council voted to approve the final letter as written.
- The TRPC Calendar Year 2023 Consolidated Operating Budget was also passed.

- Based on the latest population numbers for the county, the region is transitioning from a metropolitan planning organization to a transportation management area. That comes with additional responsibilities on staff. There will be some process changes enacted over the next year or more. More grant money should become available with the population increasing to meet that threshold.
- The 2022 Annual "Profile" is now published on the TRPC website. It is a product produced annually and located on the front page of the TRPC website.
- The next meeting will take place on February 3rd.

F. Community Outreach

Chief Brooks shared:

- At the last meeting, an HOA meeting was mentioned that was scheduled for January 21st. A presentation has been requested but with none of the board available to attend, Chief Brooks was planning to attend. Chief Brooks now has a conflict and will coordinate with the battalion chief and the station lieutenant to have them step in for that HOA meeting.
- An update to the video project, with a shout out to Chief Hulse, the battalion chief on D shift. This is his vision for a proactive recruiting video. The footage that was drawn for this can be used for multiple things. Hoping to engage with a vendor or contractor to house the video on a separate website. (The video was shown at this point during the meeting.)
- Chief Brooks reported that the vision for this video is to use it as a targeted recruitment tool to share with people who appear to be good candidates to join the fire service. It will be housed on a private or protected web page that can be accessed via a QR code.
- Chief Schmidt reported that there is also an intent to create mentors who can reach out to and support those candidates who are given access to the video. The media company will create at least two other videos, one of which will be more outward-facing, compared to the one just shown which is addressed specifically to people who are seen as good recruitment candidates.
- This is part of a strategic recruitment plan, and one of the biggest priorities for the members is to do a more progressive and more modern approach to recruitment.

G. Capital Facilities and Equipment Activities

Chief Cerovski shared:

- The third OAC meeting was today with the contractor and the architect. Things are progressing well.

VI. OLD BUSINESS

None.

VII. NEW BUSINESS

A. Appointment of Board Chair and Vice-Chair for 2023 (Appendix A): Board discussion and action.

Commissioner Kirkbride would like to entertain a motion to suspend the rules for the order in which chair appointments are usually structured.

MOTION: To suspend the current policy for board chair.

Motion: Commissioner Kelling

Second: Commissioner Gamble

Carried: Unanimous

Commissioner Kirkbride nominated Sylvia Roberts as the chair for 2023.

Carried: Unanimous

Commissioner Kelling was nominated by Commissioner Kirkbride as the vice-chair for 2023.

Carried: Unanimous

B. Committee Appointments for 2023 (Appendix B): Board discussion and action

- Commissioner Kelling reported that he would like to serve as the representative to the Thurston County Fire Commissioners Association. This role is currently scheduled to be filled by Commissioner Gamble. Commissioner Gamble reported that she would be happy to serve as an alternate.
- Commissioner Kelling would then like to give up his responsibility for the Thurston County Regional Planning Council. Commissioner Hetzler would then be appointed to this role. Commissioner Roberts would remain the alternate. Commissioner Kirkbride reported that he would reach out to Commissioner Hetzler to verify that she is able to serve in this role.

MOTION: To adopt the assignments as published, with the changes as discussed.

Motion: Commissioner Roberts

Second: Commissioner Gamble

Carried: Unanimous

C. Administrative position reclassification: Staff report and requested action

- Kristin Toy was appointed as the interim human resources director.

- Requesting approval of the reclassification of the current payroll and benefits coordinator to the HR generalist wage scale.

MOTION: To approve the reclassification of the current payroll and benefits specialist to the approved HR generalist pay scale.

Motion: Commissioner Kelling

Second: Commissioner Gamble

Carried: Unanimous

VIII. ADMINISTRATIVE REPORT

Chief Brooks reported:

- There is a meeting tomorrow with the interim city manager; looking forward to reestablishing communication there.
- Chief Brooks reached out to the new sheriff and undersheriff and asked for the opportunity to get together to make reconnections.
- Working towards February 11th as a tentative workshop date.
- If acceptable to the board, please plan for at least one, possibly two, pinning ceremonies at the upcoming meeting.
- There was a paramedic lieutenant internal assessment center. Shoutout to Kristin for navigating that. The ten candidates were ranked. It went through the review cycle with the bargaining unit with no contesting. The chiefs interviews were for the top three candidates. The offer and appointment was made to FF/PM Shari Peterson. Her promotional ceremony should also take place in February at either the first or second meeting.
- Working through the process of updating the website. By the end of February, should be able to provide updates on the selected vendor and the steps forward in that process.
- Chief Brooks was able to attend former Mayor Clarkson's memorial. It was very well attended. Last Saturday was the Central Pierce Firefighters Memorial, which was not open to the larger fire service but was requested to be a more intimate environment with both his home agency and his previous agency.

IX. COMMISSIONER COMMENTS

Commissioner Roberts – thank you to Chief Hulse for the best recruiting video ever seen; very well done. Thank you to Commissioner Kirkbride for his chairmanship over the past year. Thank you for the appointment as chair for the upcoming year.

Commissioner Gamble – thank you to Commissioner Kirkbride for a great year of leadership. Questioning whether there was any follow up on the Nisqually tribe members meeting about potential plans for a building site? Chief Brooks responded that they have not been heard back from and will reach back out again.

Commissioner Kelling – started ethics filing retraining; a reminder to the other commissioners on completing this. Thanks to the Chief for the annual review input. Appreciate reviewing the summary of the accomplishments of the district. Available Saturday for the HOA meeting if needed. Wondering whether the EMS Council is the county lead for the patient care system review, or if there is a county lead agency. Commissioner Kirkbride reported that the meeting thus far was only recognizing the scope of the problem, with no leadership appointed yet at this time. Commissioner Kelling also praised the recruitment video. Will attend the two February meetings virtually.

Commissioner Kirkbride – the recruitment video is superb. The only comment is that there should be additional emphasis on EMS to have more of a patient care element. Thanks for Commissioner Roberts for accepting the position as chair. Thankful for all the support over past year as the chair.

X. CORRESPONDENCE

None.

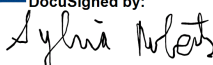
XI. HEARING OF THE PUBLIC / MEMBERS PRESENT

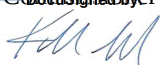
None.

XII. ADJOURNMENT

The meeting adjourned as of 6:25 PM.

***Next Regular Meeting: February 2nd, 2023 – 5:30 p.m.
Available via remote meeting.***

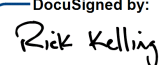
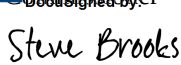
DocuSigned by:

EBC052AD01484B5...
Chair
DocuSigned by:

B774FE0627B545E...
Commissioner
DocuSigned by:

44E68B53A5B35453...
Commissioner

2/2/2023

2/2/2023

2/2/2023

DocuSigned by:

6790F53C42574BB...
Vice Chair
Commissioner
DocuSigned by:

55173ED932EB346B...
ATTEST: District Secretary

2/5/2023

2/3/2023