THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

February 5, 2026

The meeting was conducted remotely via Zoom and with in-person attendance at Station 31.
1231 Franz St SE, Lacey, WA 98516

Present:	Present (Virtual):	Excused:
Commissioner Kelling		
Commissioner Kirkbride		
Commissioner Roberts		
Commissioner Hetzler		
Commissioner Gamble		

I. CALL TO ORDER

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

II. HEARING OF THE PUBLIC / MEMBERS PRESENT

None.

III. APPROVAL OF THE AGENDA

MOTION: To approve the agenda as published.
Motion: Commissioner Kelling
Second: Commissioner Gamble
Carried: Unanimous

IV. APPROVAL OF THE CONSENT AGENDA

A. Draft minutes of the January 22, 2026, meeting of the Board of Fire Commissioners.

B. Warrants (AP 2A 2026):

- General Fund 001 (Acct #6630) EFTs numbered 5729 through 5731; checks numbered 24744 through 24753 for a total amount of $64,296.09.
- Equipment Repair & Replacement Fund 103: EFT numbered 5732; check numbered 24754 for a total amount of $6,387.74.
- Capital Projects Fund 301: checks numbered 24755 through 24756 for a total amount of $3,827.85.

MOTION: To approve the consent agenda as published.
Motion: Commissioner Kirkbride
Second: Commissioner Roberts
Carried: Unanimous

V. COMMITTEE REPORTS

A. Thurston County Medic One
Commissioner Kirkbride provided a handout created by Fire Chief VanCamp at South Bay detailing all of the responses in the county over the last year.

B. Thurston 9-1-1 Communications (TCOMM)
Commissioner Roberts reported from the February 4th meeting:

- The executive director's performance evaluation was approved. There was also approval of a 4% salary increase plus 5 additional vacation days. She shared some top level highlights and goals for 2026. One is to expand and nourish employees' health and wellness.
- The county is interested in selling the building. There is no timeline associated with that plan at this time. TCOMM has a lease until December 2028. TCOMM does not have any preferential rights to purchase the building, but the hope is that there will be a chance to purchase it when the time comes.
- Another goal is reviewing and planning for tech updates. There needs to be a CAD update, which could be huge.
- HR Manager Aaron will also be doing salary studies this year.
- The Year End Review took place.
- There were 368,108 calls in and out, which is a little more than 6,000 more than last year. 321,522 were inbound; 46,000 were outbound. Those outbound calls consist mainly of call-backs for hang ups. Landline calls have gone way down, and that is expected to continue. Overall, fire calls were up by 1,000. ALS was down slightly and BLS was up slightly.
- 81% of the calls are law, and the majority of those are county. Fire calls make up about 3% of the total calls.
- The next meeting will take place on March 4th.

C. City/District Liaison
Commissioner Hetzler reported that the next meeting is scheduled for March 19th.

D. Thurston County Fire Commissioners Association
No report; the next meeting will take place on February 17th.

E. Thurston Regional Planning Council
No report; the next meeting is February 6th.

F. Community Outreach
Chris DeBell reported:

- There was a station tour for high school students.
- There have been six car seat fittings in the last two weeks.

- Bill Lange's latest documentary was supposed to be released today, but it was postponed for a week. This episode will feature the legacy of Chief Brooks and The LFD3 Way.
- At the last meeting, Chief Schmidt talked about the Emergency Preparation Expo. There was a meeting about it this week with Emergency Management and the City of Lacey. A subcommittee for planning was created. The tentative date is September 26. This will be held in Lacey, possibly at the community center. The city has committed to paying for half of the cost of the facility use. There was discussion about the remaining half being split between Emergency Management and LFD3. There was also discussion about putting up the inflatable firehouse. About 25 vendors are expected to participate this year.
- There have been several spring event requests coming in.

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Chief Patti shared:

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- Two days ago, there was a structure fire. The medic unit was the first one there.
- Last week, Medic 3 was placed in service. The push-in ceremony went well. Medic 3 and Medic 2 both went into service on the same day. There was good feedback from the crews about having more space and a bigger apparatus. Medic 6 will be going into service on Monday.
- Work continues on the outfitting on both of the aid units. The first aid unit, 33, is anticipated to be in service in the next couple of weeks.
- Regarding District 6: it has been a good experience so far. There have been very good interactions with the crews. There has been an opportunity to walk through Station 61 and 64 to get a high-level look at things. Everything is very impressive so far with regard to their operations, how clean their stations are, how well-kept their apparatus are. There was a meeting this morning with their labor group this morning which led to good conversations. Next week, Chief Patti expects to start scheduling with their shift leadership for one-on-one audits to talk about their perspectives, what their responsibilities are, and their immediate needs. There will also be discussions with the shop in the next couple of weeks to schedule annual service for all of the apparatus.

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- All of the data collection needed for the annual report is nearly completed for accreditation.

VI. OLD BUSINESS

A. No items.

VII. NEW BUSINESS

A. Chief's Goals for 2026

Chief Schmidt gave a presentation of the goals:

- Quarter 1 goals include:
  - EOFD6 Support & Discovery
  - SCO Onboarding/Division Build
  - CRR Business Inspections Community Outreach
  - Tribal Discussions – Connection and Updates
  - Audit Committees Team Projects
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- Ongoing/Long Range:
  - Evaluation of Mergers/RFA Opportunities with Partners
  - Tribal Relations/Collaboration
  - Property Feasibility/Planning
  - Wildland Urban Interface Community Engagement Plan
  - Organ Donation Outreach/Education

B. 2026 Workshop Session Dates — Board Discussion & Action

MOTION: To approve the workshop dates of March 28th at 9:00 a.m. and September 24th.
Motion: Commissioner Roberts
Second: Commissioner Gamble
Carried: Unanimous

C. Property Development Timelines and Funding Options
Chief Schmidt reported:

- Staff would like the Board to consider scheduling a presentation from Staff at the next meeting (Feb 19) about the short-term and long-term needs and the different options for funding.
- At the following meeting, there would be a presentation by Jim Nelson would give a presentation.
- Commissioner Kirkbride shared his support for doing another voted bond but that it would need to be done before getting into conversations with other agencies. There are different political views from other agencies.
- Chief Schmidt stated a desire to ensure that everyone would be aware of the implications of doing a voted bond this year. All of the information would need to be presented so that the commissioners have time to consider all of the options and ask questions.
- It was agreed that the presentation will be scheduled for the next meeting.

VIII. ADMINISTRATIVE REPORT

A. HR Updates and Projects — Staff Presentation
Director Toy reported:

- There are a number of positions coming up:
  - Paramedic lieutenant promotional testing is coming up on February 25th. There are five members who put in letters of interest.
  - On February 6th, there will be a posting for a logistics technician. The hope is to bring someone into this position on April 1st.
  - On Monday, a post will come out for an IT specialist. The goal is to have this individual also start on April 1st.
  - An ISU volunteer has reported that he will be retiring or leaving. Chris Gorman asked for a reach-out to people who have shown interest. Currently, resumes are being vetted and there will be interviews after that.
  - There are openings for a peer support tech lead and a peer fitness trainer tech lead, and interviews will be in early March.
  - Looking ahead, there will be a fire investor tech position coming up in the fourth quarter.
  - Entry level firefighter interviews will be in September.
- There are four promotional testing opportunities this year.
  - The call for interest for captain positions will come out next week.
  - For all of the promotional processes, LFD3 brings in PST (Public Safety Testing) at the assessment center. LFD3 is doing the legwork to get assessors for the assessment center. (PST is a third-party entity that comes in for promotional testing.)

    - Lieutenant promotional testing will begin after the process for captain wraps up. This has been the largest group historically. Three years ago, there were 20 people who put in for it, and 19 people tested.
    - BC testing will be in August. This will take place over two to three days depending on how many people put in for it.
- HR has additional projects underway:
    - The performance evaluation model is being redone. Looking into a phased approach in which goal setting is phase one. Another phase might be doing a 360 review on divisions that the individual has worked with.
    - There was additional discussion about individuals who are retiring in the next year. Chief Schmidt shared that in the new contract, it was agreed upon that if members give one year's notice, they will be able to take 100% of their sick leave with them. The three members who are retiring in the next year have given that one year's notice. The advantage to the organization is that there is now a full year to plan for those individuals' departure and fill their roles.
    - It was also shared that benefits transitioned to HR at the beginning of this year. There is a goal of going paperless.
    - Historically, there have been both paper and electronic HR personnel files. This year, there will be an audit of the paper files and those will then be shredded.
    - HR is also handling leave management. There are 20 people for whom HR is monitoring different types of leave: 8 are on active leave; 11 have intermittent leave; 1 is on light duty (but soon coming back to full duty).

B. Chief Schmidt also added to the administrative report:
- There was a clip of a potential social media message to share out with both the Lacey Fire community as well as East Olympia. Feedback from the commissioners would be appreciated as to whether the messaging is appropriate and answers any potential questions. It was also sent to the East Olympia commissioners.
- Chief Morris from Olympia Fire has decided that he will be retiring at the end of March. He will be succeeded by Chief Flowers in the interim.
- Staff is working on the Annual Report. A rough draft is expected in March.
- Tomorrow is Commissioner Kelling's birthday.

IX. COMMISSIONER COMMENTS

Commissioner Gamble – Great presentations today from all the division. It's always good to hear all the things that are happening and all the growth in the district. Shared the Senior Safe At Home brochure with Primary Care Providence.

Commissioner Kirkbride – will be on vacation starting next week. The goals for the agency that were shared today are incredible. It is easy to feel comfortable with knowing that the district will adapt to the future as things change. Happy birthday to Commissioner Kelling.

Commissioner Hetzler – the social media video was great. The messaging was very clear, and it felt conversational, not formal. Maintains the calendar and would appreciate advanced notice as much as possible for any anticipated absences from the commissioners.

Commissioner Kelling – good units and good organizations do the routine things routinely, which is exemplified by LFD3.

Commissioner Roberts – ditto to what everyone else has said about the wonderful presentations.

X. OTHER INFORMATION

A. Correspondence
B. Director Toy mentioned that this year will be the first annual benefits fair for families and members. All benefit vendors will be there.

XI. HEARING OF THE PUBLIC / MEMBERS PRESENT

None.

XII. ADJOURNMENT

The meeting adjourned as of 6:52 PM.

Next Regular Meeting: February 19th, 2026 – 5:30 p.m.
Available via remote meeting.

Liberty Hetzler (02/20/2026 11:36:59 PST)
Chair

Vice Chair

Melissa Gamble (02/20/2026 10:27:23 PST)
Commissioner

Sylvia Roberts (02/20/2026 14:02:33 PST)
Commissioner

Richard Kelling (02/20/2026 12:12:09 PST)
Commissioner

ATTEST: District Secretary

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Available via remote meeting.

Chair	Vice Chair
Commissioner	Commissioner
Commissioner	ATTEST: District Secretary

02 05 26 BoFC Meeting Minutes Final

Final Audit Report 2026-02-20

Created:	2026-02-20 (Pacific Standard Time)
By:	Chris DeBell (cdebell@laceyfire.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAANpdVunbWcaRQojp-ddhu45YmLCNrPenF

"02 05 26 BoFC Meeting Minutes Final" History

Document created by Chris DeBell (cdebell@laceyfire.com)
2026-02-20 - 9:22:53 AM PST

Document emailed to lhetzler@laceyfire.com for signature
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Document emailed to mgamble@laceyfire.com for signature
2026-02-20 - 10:10:49 AM PST

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Signer sroberts@laceyfire.com entered name at signing as Sylvia Roberts

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