

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

February 16, 2023

Commissioner Kirkbride
Commissioner Gamble
Commissioner Hetzler
Commissioner Kelling
Commissioner Roberts

The meeting was held in person with limited attendance and is open to the public via the Zoom meeting platform. The meeting is being recorded.

Commissioners Gamble and Hetzler were excused.
Commissioner Roberts attended remotely via Zoom.

I. CALL TO ORDER

Commissioner Kelling called the meeting to order at 5:31 PM, followed with a salute to our Nation's Flag.

II. APPROVAL OF THE AGENDA

MOTION: To approve the agenda as published.

Motion: Commissioner Kirkbride
Second: Commissioner Roberts
Carried: Unanimous

III. HEARING OF THE PUBLIC /MEMBERS PRESENT

None.

IV. PROMOTION CEREMONY FOR PARAMEDIC LIEUTENANT

V. APPROVAL OF THE CONSENT AGENDA

A. Draft minutes of the February 2nd, 2023, meeting of the Board of Fire Commissioners.

B. Warrants:

- General Fund 001 (Acct #6630) EFTs numbered 5146 through 5152; checks numbered 23412 through 23438; and draft number 1081 for a total amount of \$821,105.40.
- Donations fund 101 EFT number 5153 for a total amount of \$278.05.
- 2017B Capital Projects Fund 307 EFT number 5144 through 5145 and check number 23439 for a total amount of \$95,376.62.

C. Payroll 2A in the amount of \$1,715,207.14.

D. Draft minutes of the February 11th, 2023, Board of Fire Commissioners Workshop Meeting.

MOTION: To approve the consent agenda as published.

Motion: Commissioner Kirkbride

Second: Commissioner Roberts

Carried: Unanimous

VI. COMMITTEE REPORTS

A. Thurston County Medic One

Commissioner Kirkbride reported from the meeting:

- Commissioner Kirkbride has been appointed to the budget committee as well as the BLS Funding committee.
- February 14th was the first budget committee to start planning the 2024/2025 annual budget to be used by the county. There has been a different interpretation of the ballot title for the levy restoration in 2021 that may yield different revenue than had been projected. More investigation and conversations will need to take place. The assessor is interpreting the ballot approval differently than Medic One staff and the EMS Council had planned.
- Officers were renominated.
- It was recommended to the Board of County Commissioners that a change in the bylaws be adopted, providing for four citizens on the EMS Council, one from each county commissioner district and one at-large position. There are currently five commission districts, so the word "four" was struck. The two extra positions are not filled at this time; candidates will be on the ballot in the primary and general this year and will take effect the first of next year.
- There was an opening in Commissioner Edwards' district. An application was presented last night, which was accepted unanimously and passed on to the Board of County Commissioners for ultimate selection.

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

No report – the next meeting is March 1st.

C. City/District Liaison

No report – the next meeting is March 7th.

D. Thurston County Fire Commissioners Association

No report – the next meeting is February 21st.

E. Thurston Regional Planning Council -

No report – Commissioner Hetzler will report at the next meeting.

F. Community Outreach

Chief Brooks shared:

- Working on finalizing the annual report.
- Hosting events coming up for car seats which will benefit the community and allow car seat technicians to be recertified.
- Seeing an uptick in fire station tours as well as in usage of meeting rooms for HOA meetings and other community organization meetings.

G. Capital Facilities and Equipment Activities

Chief Brooks shared:

- The next owner and architects and contractor meeting regarding the VRF project will take place next week.

VII. OLD BUSINESS

None.

VIII. NEW BUSINESS

A. Fire Chief's 2022 Performance Appraisal: Board Discussion and Potential Action

- Fire Chief Brooks' performance appraisal is overwhelmingly positive.

MOTION: Move to adopt the letter dated February 2nd, 2023, regarding Fire Chief Steve Brooks' performance evaluation for 2022, signed on behalf of the board of Fire Commissioners by Commissioner Kirkbride as the DOFC Chair of 2022.

Motion: Commissioner Kirkbride

Second: Commissioner Roberts

Carried: Unanimous

B. Fire Chief's Employment Contract Review: Board Discussion and Potential Action

- Chief Brooks' contract does not include any escalators for salaries.
- When the budget was adopted in the fall, it included a 3.5% increase for the Chief's position, which is consistent with the rest of the administrative staff. The money is in the budget to provide this raise to Chief Brooks, contingent upon the decision of the Board of Commissions to do so.

MOTION: To grant Chief Brooks a 3.5% increase to his contract effective for 2023.

Motion: Commissioner Roberts

Second: Commissioner Kirkbride

Carried: Unanimous

IX. ADMINISTRATIVE REPORT

Chief Brooks reported:

- The workshop last Saturday received positive feedback from the crew members and others who were able to participate.
- Will be working in the next week on a video to summarize the meeting and the elements of the PowerPoint that was shared with the Board to go out to staff.
- Chief Brooks and Chief Schmidt were able to have a meeting with the City of Lacey and representatives from the Nisqually Tribe to discuss the new treatment facility that is slated for the Pacific Avenue and Lilly Road site that was formerly Frankie's. This is owned by the tribe. Demolition has been completed there, and they are currently in the active final design and permitting phase with the City of Olympia. Hoping to wrap up permitting by the end of this year and start construction in 2024 with opening hoped for by the end of 2024 or beginning of 2025.
- Commissioner Kirkbride questioned whether this treatment facility will be available for the community or only tribe members. Chief Brooks responded that it will be open to the community at large. It will be targeting the tribal community but is planned to be a resource for all, and not exclusively to the tribe. A certificate of need is not required. They are going through the appropriate licensure processes between the Department of Health and DSHS. Some of these services are already being offered in a micro environment at the Public Safety Complex as a pilot test, so some of the licensure for that is already in place.
- There was a meeting with the new sheriff and undersheriff. There was interest in opportunities for joint training.

X. COMMISSIONER COMMENTS

Commissioner Kirkbride – the workshop was very helpful in terms of having an open discussion and planning for the future. Kudos to the chief for the breakfast.

Commissioner Kelling – appreciation for the work that went into the workshop. Curious to see how it will be communicated to the membership. Thanks to the chief and staff for putting on the workshop. Good to see promotions within the district and the family support that goes with each one of the members. Congratulations to the Cеровski’s for their anniversary.

Commissioner Roberts – the workshop was incredibly valuable and was put together very well. Thankful for the time and energy that went into preparing it. Grateful for the leadership of the chief and his effectiveness in the organization. The promotion was wonderful to witness. Thanks to Commissioner Kelling to chairing the meeting.

XI. CORRESPONDENCE

- None.

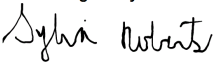
XII. HEARING OF THE PUBLIC / MEMBERS PRESENT

- None.

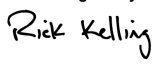
XIII. ADJOURNMENT

The meeting adjourned as of 6:08 PM.

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

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 EB6052AD04484B5... 4/13/2023
 Chair
 DocuSigned by:

 4E60B53AD35453... 4/13/2023
 Commissioner
 Commissioner

DocuSigned by:

 6790F53C42574BB... 4/16/2023
 Vice Chair
 Commissioner

 35173ED9326640B... 4/13/2023
 ATTEST: District Secretary