



Agenda for the Board of Fire Commissioners

Regular Meeting

Conducted remotely via Zoom and with in-person attendance at Station 31
(1231 Franz ST SE, Lacey, WA 98503)

Click here to join the meeting:

<https://us06web.zoom.us/j/743870521>

Meeting ID: 743 870 521

March 7th, 2024

5:30 pm

- I. CALL TO ORDER / FLAG SALUTE**
- II. APPROVAL OF THE AGENDA**
 - A. Additions / Deletions
- III. HEARING OF THE PUBLIC / MEMBERS PRESENT**
- IV. PROMOTION, SWEARING AND RECOGNITION CEREMONY**
 - A. Iver Nitz – Firefighter Paramedic
- V. APPROVAL OF THE CONSENT AGENDA**
 - A. Draft Minutes of February 15th, 2024, Board of Fire Commissioners Abbreviated Meeting.
 - B. Warrants (AP 3A 2024):
 - General Fund 001 (Acct #6630): EFTs numbered 5343 through 53___; Checks numbered 23852 through 23875; and Drafts numbered 1281 through 1311 for a total amount of \$1,898,597.66.
 - 2017B Capital Improvement Project Fund 307: EFT's numbered 5341 through 5342; and Check number 23851 for a total amount of \$227,642.67.
 - C. Payroll 2B-2024 in the amount of \$633,872.73
 - D. Payroll 3A-2024 in the amount of \$1,827,456.23

VI. COMMITTEE REPORTS

- | | |
|---|------------------------|
| A. Thurston County Medic One | Commissioner Kirkbride |
| B. Thurston 9-1-1 Communications (TCOMM) | Commissioner Roberts |
| C. City / District Liaison | Commissioner Kelling |
| D. Thurston County Fire Commissioners Association | Commissioner Kelling |
| E. Thurston Regional Planning Council | Commissioner Hetzler |
| F. Community Outreach | Staff |
| G. Capital Facilities and Equipment Activities | Staff |

VII. OLD BUSINESS

- | | |
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| A. 75 th Anniversary Planning | Staff Report |
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VIII. NEW BUSINESS

- | | |
|---|--------------|
| A. Community Risk Reduction – Division Buildout | Staff Report |
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IX. ADMINISTRATIVE REPORT

X. COMMISSIONER COMMENTS

XI. OTHER INFORMATION

- A. Correspondence

XII. HEARING OF THE PUBLIC / MEMBERS PRESENT

XIII. ADJOURNMENT

THERE WILL BE NO WORKSHOP CONDUCTED THIS EVENING.

Next Regular Meeting: March 21st, 2024 – 5:30 pm

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

February 15th, 2024

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 Kirkbride Commissioner Roberts Commissioner Hetzler Commissioner Gamble Commissioner Kelling		

I. CALL TO ORDER

Commissioner Kelling 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 published.

Motion: Commissioner Hetzler
Second: Commissioner Kirkbride
Carried: Unanimous

III. HEARING OF THE PUBLIC /MEMBERS PRESENT

None.

IV. APPROVAL OF THE CONSENT AGENDA

A. Draft minutes of the February 1st, 2024, meeting of the Board of Fire Commissioners.

B. Warrants (AP 2B 2024):

- General Fund 001 (Acct #6630) EFs numbered 5331 through 5338; checks numbered 23822 through 23845 for a total amount of \$880,434,90.
- Donations Fund 101: EFT number 5339 for a total amount of \$771,28.

- Equipment Repair and Replacement Fund 103: EFT number 5340; and checks numbered 23846 through 23847 for a total amount of \$10,732.99.
- 2017B Capital Improvement Project Fund 307: checks numbered 23848 through 23850 for a total amount of \$7,330.56.

C. Payroll 2A-24 in the amount of \$1,758,930.52.

MOTION: To approve the consent agenda as published.

Motion: Commissioner Gamble

Second: Commissioner Hetzler

Carried: Unanimous

V. OLD BUSINESS

A. 75th Anniversary Planning

- A big thanks to Nisqually Towing, who moved the antique vehicle out to the shop. There were hopes of getting it running today, but it is still in need of a few additional repairs.

VI. NEW BUSINESS

A. No items.

VII. ADMINISTRATIVE REPORT

Chief Brooks reported:

- This is Director Kirkwood's first opportunity to provide a financial report.

Director Kirkwood reported:

- The focus at this time is primarily on the general fund. The beginning cash balance that moved over from the prior year is the remaining cash that was available at the end of 2023. It was moved over as the beginning cash for 2024. This beginning balance is \$7,965,761. There is also the revenue from Medic One, Nisqually, etc.
- The expenditures thus far for 2024 are as expected.
- There was a brief summation of Donation Fund 101, Reserve Fund 102, and Equipment Repair and Replacement Fund 103.
- Regarding Capital Projects Fund 307: the remaining balance is \$1.98 million.
- Visual representations of the data consisting of charts and graphs were shown and discussed.
- LFD3 received the newest addition to the fleet, the bus. Thanks to North Thurston Public Schools. All of the training division and the assistant instructors were brought in for a class using the bus. There is only one more week of the EMT class, and then an additional 9 or 10 recruits will show up for the remainder of the academy.

VIII. REQUEST FOR EXECUTIVE SESSION

- A. In Accordance with RCW 42.30.110(1)(g) to evaluate the qualifications of a candidate for public employment.
- The estimated length of time was one hour.
 - The session was 60 minutes with two 15-minute extensions for a total of 90 minutes in executive session.

IX. ADJOURNMENT

The meeting adjourned as of 7:26 PM.

*Next Regular Meeting: March 1st, 2024– 5:30 p.m.
Available via remote meeting.*

Chair

Vice Chair

Commissioner

Commissioner

Commissioner

ATTEST: District Secretary