THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

April 16, 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 Kirkbride Commissioner Kelling Commissioner Roberts Commissioners Gamble		Commissioner Hetzler

I. CALL TO ORDER

Commissioner Kirkbride 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 Roberts
Second: Commissioner Kirkbride
Carried: Unanimous

IV. APPROVAL OF THE CONSENT AGENDA

A. Draft minutes of the March 28, 2026, Board of Fire Commissioners Workshop.

B. Draft minutes of the April 2, 2026, meeting of the Board of Fire Commissioners.

C. Warrants (AP 4B 2026):

- General Fund 001 (Acct 6630): EFTs numbered 5772 through 5776; checks numbered 24841 through 24859; drafts numbered 1737 through 1754 for a total amount of $1,532,617.14.
- Reserve Fund 102: EFT numbered 5777 for a total amount of $43,680.00.

- Equipment Repair and Replacement Fund 103: EFTs numbered 2778 through 5781; checks numbered 24861 through 24862 for a total amount of $29,779.13.
- Capital Projects Fund 301: check numbered 24860 for a total amount of $14,850.77.

D. Payroll 4A-2026 in the amount of 2,189,309.18.

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

V. COMMITTEE REPORTS

A. Thurston County Medic One
No report; the next meeting is on the 23rd.

B. Thurston 9-1-1 Communications (TCOMM)
No report; the next meeting is on May 6th.

C. City/District Liaison
No report; the next meeting is on May 21st.

D. LFD3/EOFD ILA Committee
No report; the next meeting is on April 30th.

E. Thurston County Fire Commissioners Association
No report; the next meeting is on April 21st.

F. Thurston Regional Planning Council
Commissioner Kelling reported:
- The Washington Traffic Safety Commission is funding a position for a Target Zero Manager. This is an effort to fund positions regionally to reduce traffic fatalities and zero injuries to zero by 2030.
- The Manager would be housed with the TRPC, and the majority of that person's salary and benefits would be provided by the Washington Traffic Safety Commission.
- The primary responsibilities of this position will be to inform and educate the public but also be embedded within the appropriate regional planning council.
- The goal is to have someone in this position by summer.
- TRPC is starting a multimodal level of service study. The purpose was to determine how regional transportation systems support the county population. Right now, it is focused on vehicles and throughput. One of the reasons that TRPC is pursuing this is because it may grant them access to additional state and federal funds.
- The next meeting is on May 1st.

G. Community Outreach

Chris DeBell reported activities of the past couple of weeks:

- Engine 33 visited the YMCA Spring Break Camp at Chambers Prairie Elementary.
- Personnel assisted with four car seat fittings and three bike helmet fittings.
- There have also been a couple of tours at Station 31.
- The third part of the three-part series on the lateral academy documentary by Bill Lange was released today.
- The first episode of the Signature Series podcast was distributed to all members today.

H. Operations

Chief Carson shared:

- Chief Brooks' wife came upon a community member who had taken a spill on an E-bike, and she did not hesitate to stop and provide care. She stayed with the patient until crews showed up and took over.
- There was a water rescue out towards Yelm about a week ago. Crews responded with the water rescue team. In the meantime, an off-duty officer, Morgan Lowe, had heard the call come out and decided to respond because logistically, she was close to where the incident had occurred. She showed up and initiated a water rescue on her own. There were three individuals out in a canoe that had tipped over. She made quick work of swimming out and providing them with life preservers. Additionally, a private citizen jumped in their boat to provide additional assistance.
- Last week, another officer development program was completed, the Leadership Series, where Battalion Chief Tim Hulst provided assessment center tips and tricks. This is in advance of another lieutenant promotional opportunity. There are currently 20 candidates.
- Things have been extremely busy. There have been four structure fire responses in the last two weeks. There was a mutual aid response to downtown Olympia with the City of Olympia. Station 31 units responded to a significant incident.
- While crews were in Olympia wrapping up that incident, there was another structure fire in the Lacey district off of 14th at a multifamily apartment building. Crews did a phenomenal job of showing up. Due to a lot of resources being downtown, there was a delayed response from other mutual aid partners. However, the responding unit made quick work of the fire and did a fantastic job.
- There was a detached garage fire in Nisqually Park.
- There was another incident at a travel trailer park in the Nisqually area.
- All these events were handled with no injuries to crew members or community members.
- Yesterday, there was an air-lift incident.

Chief Cerovski (in Chief Patti's absence) reported on Logistics:

- Continuing to utilize the Enterprise program. LFD3 is receiving a new vehicle that is currently in upfitting. When those vehicles come in, consistent with the program with Enterprise, some of the vehicles that are currently owned will be turned over to the Enterprise Fleet for redistribution or reallocation.
- Upfitting work continues with Aid Unit 31, Aid Unit 33, and Engine 31. There have been some slight delays, but those upfitting tasks are expected to be completed in the next several weeks. There will be push ceremonies when the vehicles are ready for service.
- Commissioner Kelling inquired how many vehicles there are in the Enterprise Fleet. Chief Cerovski responded that LFD3 is receiving four this year. Four have been received so far. The full transition of fleet vehicles is a little over a third of the way completed.

I. Standards and Resilience

Chief Cerovski shared:

- Training Division: currently, the SSRA is in Week 8 of the fire section and Week 14 overall. Family Day was last Friday and there was a great showing of family members supporting the recruits from all of the different agencies. There was a good showing from many of the departments that were able to be there and support their recruits.
- Thank you to everyone who helped with Family Day, including Local 2903, helping with providing food. There was amazing barbecue from Craig Richards, a retired lieutenant with the district.
- There have been continued skills review evaluation with the recruits. This weekend is a big weekend for them. Their first big test on fire training took place last week. They will be traveling to North Bend this weekend on Saturday, Sunday, and Monday for skills evaluations in live fire environments.
- Training continues to be focused on a lot of the annual refresher training that is done every year, including wildland pack tests and swift water static swim tests.
- Also continuing to support East Olympia Fire District 6 with their live fire training facility and helping them refine some of their procedures and guidance documents for the use of that facility.
- Community and Risk Reduction: a couple of investigators have been added to give additional support.
- Safety and Compliance: continuing to refine a lot of policies and procedures for critical functions, such as a return-to-work procedure when someone is out on extended leave for injury or illness. In June, the district will go live with new accident and injury forms. This will be a welcome enhancement in the way these situations are handled.
- There was a serious incident with a recruit back in February with a partial amputation. Thei investigation with L&I's Department of Occupational Safety and Health was completed. There was an exit conference this week.

There will be a letter forthcoming in the next six weeks. One gap identified in this process is that L&I was not notified within the required eight-hour period for a serious injury, hospitalization, or amputation or eye injury. However, they were very pleased with all of the documentation. They were excited to see the extensive work on a root cause analysist process. They were impressed to see the good maintenance structures in place for the facilities; the door had been maintained about two months prior to the incident.

- The notification to L&I will be part of the accident and injury forms as an automated step so that it will not be missed in the future.
- When the notice comes in the next six to eight weeks, it will be posted. This is part of transparency with the membership.
- The programming meetings for Station 32 and 36 were completed last week with the architect. Today, they were also completed for the logistics and training facility. Chief Cerovski expressed being very pleased with the architectural and engineering team. The members appreciate the transparency involved in developing plans for the facilities.
- The next steps are to do some field trips to places with Training and Logistics facilities: Spokane and Gig Harbor, and maybe a few others along the way, to start looking physically at what these types of facilities look like.

VI. OLD BUSINESS

None.

VII. NEW BUSINESS

None.

VIII. ADMINISTRATIVE REPORT

A. District Monthly Financial Report Staff Presentation

Chief Kirkwood presented the financial report for March 2026:

- Summarized Statement of Activities: net excess of $4.2 million. (This is 10% of appropriations). The first large tranche of property tax revenue will be received in April.
- Donation Fund 101: net excess of $15,955.
- Reserve Fund 102: net excess of $1.1 million.
- Equipment Repair and Replacement Fund 103: net excess of $697,000.
- General Fund Summary: net excess of $6 million. This is representative of 14% of appropriations.
- Bond Fund 201: no activity; net excess of $1,000.
- Bond 2017 Fund 202: net excess of $148,947. The first interest payment will be in June.
- 2025 Bond Fund 203: no activity; the balance is zero at this point.

- Capital Projects Fund 301: net excess of $972,000.
- 2025 Capital Projects Fund 309: net excess of $5.8 million.
- Further information was shared with a number of graphs and charts.

B. CRR Updates and Projects Staff Presentation

Assistant Chief Roberts reported:

- The idea behind Community Risk Reduction is that "Everyone who lives, works, and plays in the Lacey Community should always have a reasonable expectation of safety."
- Community Risk Reduction is proactive and preventative. It is made up of a workforce dedicated to supporting district response readiness.
- The key to success is relationships. AHJ partners include the Nisqually Tribe (7%), City of Lacey (55%), and Thurston County (31%).
- Requests originate from the Building Department (51%), businesses and the community (18%), and firefighters (29%).
- Update:
    - 200+ inspections completed
    - Interactions with businesses have been very supportive
    - Pre-incident plans
    - Education campaign, including use of social media, handouts and emails, the LFD3 newsletter, and the website.
- Forecast:
    - Brycer provides third party compliance. Occupancies with alarm systems or sprinkler systems are required to receive annual testing. There will be a contract to report back to CRR if the systems are not compliant, at which point CRR can reach back out to provide support.
    - There will be an insurance symposium collaborating to lower the insurance rates of buildings that are inspected.
    - CRR will begin billing for fire inspections in the fourth quarter of this year.
- Fire Investigations: there has been increased meeting frequency to improve support, communication, and expectations. Three additional fire investigator positions have been added. There is collaboration via a regional approach with Thurston County fire agencies (mutual aid), law enforcement and the coroner, Thurston County Prosecutors Office, and US Consumer Product Safety Commission.
- After the Fire: Help Starts Here is a effort to help community members who have been traumatized by an emergency incident. It includes a fire personnel checklist that can be used by community members as they call their insurance company or make other arrangements, containing all the necessary information about the incident and the

emergency response. It also includes extensive information about damage, temporary housing and safety, financial recovery, insurance, local resources, documents to replace, etc.

- Commissioner Kelling asked how CRR is plugging into city and county planning and development. Chief Roberts responded that he meets with them regularly and in fact had a meeting with them today. They send projects ahead of time, and he takes time to go through the fire code and make comments on what needs to be seen in the projects. The number one thing that CRR speaks to is access and egress for making sure that fire personnel can get in and that people can get out.
- Commissioner Kelling also asked if Chief Roberts is well received or integrated with the county planners, as well. He responded in the affirmative, noting that there is good communication there.

Chief Schmidt continued the admin report:

- The Captain promotional process will take place next Wednesday. Director Toy and her team have been diligently planning for that.
- A couple of new members have been invited, one to logistics and one to IT, and they will be brought in soon for introductions.
- Chris DeBell and her team advertised for a community advisory committee. This has been put on the website and there have been four or five submissions for community members who would like to be part of the group. The hope is to begin gathering that group within the new few weeks.
- Commissioner Kelling was not present in person at the last meeting. He can now be given his five-year pin and in-person thanks for all of his work.

IX. COMMISSIONER COMMENTS

Commissioner Gamble – great reports from everyone. There is so much going on. Chief Roberts, this booklet is such a valuable tool for the community. It is hard to believe that Community Risk Reduction has not always existed; their work as a department is so valuable and necessary.

Commissioner Roberts – wonderful reports from everyone. Chief Kirkwood, the financial reports are so helpful and so easy to understand. Chief Roberts, it is amazing to hear the work that is going on. What is most striking is the centering of relationships, both within the team and in the community. Thank you so much for your service and hard work.

Commissioner Kelling – it is good to hear Station 36 being referred to. Indicators such as longevity and personnel turnover are indicative of the strength of the organization. There are many individuals who have chosen to stay with the organization for many years, and this speaks highly of LFD3.

Commissioner Kirkbride – Chief Roberts pointed out something that is critical for everybody in this organization: that there is no substitution for the experience of

being a firefighter and an EMT and serving the community. Using that experience to solve problems and to help improve situations in the county is huge. Every single responder and every single administrative member have experience that benefits the community on a daily basis.

X. OTHER INFORMATION

A. Correspondence

Chief Schmidt shared:

- An email was received this week from a gentleman who brought in his wife to have her ring cut off her finger. He wrote a very nice thank you.
- A gentleman wrote a letter about a fall that he had at home, sustaining several broken bones. He wrote that Chief Hulse and his crew went above and beyond by going up on the roof, gathering his tools, and cleaning up the scene and removing blood so that his wife wouldn't have to see it or take care of it.
- The fire district was notified that a previous member, Duane Ullmann, had passed. The family had reached out and asked for support. The logistics team was able to get together some bunker gear to be displayed at the service. Chief Harn helped coordinate and manage logistics, and Firefighter Joe Spickelmire took out the Seagrave and was present at the event. There was a wonderful card sent in from the family.

XI. HEARING OF THE PUBLIC / MEMBERS PRESENT

None.

XII. ADJOURNMENT

The meeting adjourned as of 6:32 PM.

Next Regular Meeting: May 7, 2026 – 5:30 p.m.
Available via remote meeting.

Liberty Hetzler (05/29/2026 15:45:01 PDT)
Chair

Vice Chair

Melissa Gamble
Melissa Gamble (05/30/2026 10:04:53 PDT)
Commissioner

Sylvia Roberts (05/30/2026 08:12:33 PDT)
Commissioner

Commissioner

ATTEST: District Secretary

04 16 26 BoFC Meeting Minutes Final

Final Audit Report 2026-05-30

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