THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

May 7, 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 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

An item was added under New Business: WHA Insurance Presentation presented by Winslow Cervantes.

MOTION: To approve the agenda as amended.
Motion: Commissioner Roberts
Second: Commissioner Kelling
Carried: Unanimous

IV. COMMUNITY MEMBER PRESENTATION AND NEW MEMBER INTRODUCTIONS

A. Quilt of Gratitude Presentation
B. Introduction of New Members
   - Daniel Reed joined the IT team.
   - Derrick Fontaine joined the Logistics team.

Chief Schmidt shared about a recent situation with an adult family home that reached out to the district, explaining that they had a resident who had been a long-time community member with a fondness for firefighters. She was placed on hospice, and one of her last wishes was to have the firefighters come and visit

her one last time. The crew from Engine 34 volunteered to go visit her along with some of the executive staff.

Chief Schmidt also shared about a water rescue that took place on April 12th in Yelm. An off-duty member who was at home at the time, Lt. Lowe, received a water rescue page on her personal phone and responded to the nearby lake where the 911 call had come in. Lt. Lowe communicated by phone with the battalion chief en route to the call. She swam out to two of the victims and got them life jackets and helped get the third victim up on a boat.

Lt. Lowe was recognized with an Outstanding Service Award.

V. APPROVAL OF THE CONSENT AGENDA

A. Draft minutes of the April 16, 2026, Board of Fire Commissioners Workshop meeting.
B. Warrants (AP 5A 2026):

- General Fund 001 (Acct 6630): EFTs numbered 5782 through 5786 and 5791 through 5793; checks numbered 24863 through 24873 and 24877 through 24890; drafts numbered 1770 for a total amount of $889,830.69.
- Reserve Fund 102: check numbered 24875 for a total amount of $9,365.96.
- Equipment Repair and Replacement Fund 103: checks numbered 24876; EFTs numbered 5788 through 5790; draft numbered 1771 for a total amount of $9,994.69.
- Capital Projects Fund 301: check numbered 24874 for a total amount of $14,742.54.

C. Payroll 4B-2026 in the amount of $803,587.23.

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

VI. COMMITTEE REPORTS

A. Thurston County Medic One
No report; the next meeting is on May 28th.

B. Thurston 9-1-1 Communications (TCOMM)
Commissioner Roberts reported from the May 6th meeting:

- TCOMM's employee of the year, Angela, was recognized. She is also the State Trainer of the year. She will be formally recognized at the fall state conference in October.
- Revenue is still up 2.8% over last year. All departments are under budget.
- The revenue from landlines is down 21.2% and continued to go down, but wireless is up.

- The new phone system, Central Square, is up and running. There are no major or critical issues, although there are still some minor issues. One reason for going with Central Square is that it has some amazing features. Not all of those features are up and operational, however.
- Staffing is going well. For the first time in a long time, TCOMM is fully staffed. There continue to be academies, as some retirements are anticipated.
- At one point in the past, Commissioner Roberts had reported that the county was interested in selling the building. Commissioner Gamble attended a meeting and was told that the building would not be sold. Now it appears that the county is interested in selling the building, but only to TCOMM. TCOMM will be conducting due diligence to decide whether to purchase the building.
- TCERN is almost done. This project began in 2017. The last bit of this project relates to when the warranties come due; there is some discrepancy about the years because of COVID.
- The next meeting will take place on the first Wednesday in June.

C. City/District Liaison
No report; the next meeting is on May 14th.

D. LFD3/EOFD ILA Committee
Commissioner Hetzler reported from the meeting of last week:
- This was the last of the three meetings during the three-month discovery period. CFO Kirkwood created a chart, which takes the total budget divided by all months to be billed and the actual time that Lacey Fire is actually using. The thought is that eventually, after some time has passed, billing will be looked at again and adjusted as needed. There isn't a lot of data yet on this chart, but it will be a good tool going forward.
- There was discussion about continuing meetings quarterly moving forward. The next meeting will take place in July unless something major happens before then.
- Things are going smoothly with the ILA in general.
- Chief Schmidt added that it was shared widely that there has been great feedback from their labor group, as well. Staff shared as well that all interactions have been great.

E. Thurston County Fire Commissioners Association
Commissioner Kelling did not attend; Commissioner Gamble will report at the next meeting.

F. Thurston Regional Planning Council
Commissioner Kelling reported:
- There was a legislative update from Representative Parshley, who is the Washington representative for District 22, which encompasses the better part of Olympia, Hawks Prairie, and Tumwater. The FY27 Economic

Forecast is likely to include reductions in government spending compared to 2026.

- The 2026 call for projects process was approved. The request for projects was also sent out to the municipalities in the county.
- There was a presentation on the 2027 Unified Planning Work Program, which is essentially TRPC's business plan for the year. TRPC serves as regional transportation planning organization for federal requirements. At the state level, they are a metropolitan planning organization. They are also a Transportation Management Agency at the state level. A lot of their funding comes through different sources and much depends on which organizational function they are actually performing.
- They are moving and collaborating more as a region. There were three new projects added to the Unfunded Needs list: one is the Thurston and King County Transportation Demand Management Project. Another is the Megaregion Modal Integration. The third is the JBLM Transit Solutions in partnership with the South Sound Military Communities partnership.
- The last item of business was a freight mobility strategy kickoff.
- The next meeting will take place on June 5th.

G. Community Outreach

Chris DeBell reported:

- CPR programming in schools continues. Over the last couple of weeks, there were visits to North Thurston High School with 180 students and Nisqually Middle School with 120 students.
- In other school-related outreach: there was a presentation at Timberline High School for their students who are interested in fire service careers. HR Director Toy and Captain Beatty visited the students there.
- At Salish Middle School, AC Roberts presented an overview of what fire investigators do to their forensics classes.
- At Lydia Hawk Elementary, Engine 34 and Aid Unit 34 crews were able to attend a bike safety festival.
- At Station 31, today 15 four-year-olds from Hawks Prairie Headstart were hosted for a station tour.
- There have been a handful of community member walk-ins for bicycle helmet fittings and car seat checks.
- Regarding outreach: social medial follower growth is up. April follows are up 33%.
- A specific notable post: the dramatic incident involving the tree service worker who fell saw big engagement. The post had about 700 reactions, compared to the usual 50-250. Because the incident involved airlift transportation, there was a lot of traction and interest.
- The Joint Animal Services post from the collaboration event also performed very well. It was the most shared post of the month.
- A review of post metrics over several months shows that member recognition posts perform well and regularly rank among the top-performing content for each month.

H. Operations and Logistics

Chief Carson shared:

- The day-to-day work from the members is truly outstanding and amazing.
- The one big incident that occurred in the last several weeks was on April 23rd with a brush fire near Cabela's that spanned two to three acres. It was a great reminder that wildland season has arrived.
- After that incident, the communications team did a great job of posting to the community with a reminder about doing due diligence in terms of being good stewards of open flame, etc.
- On April 22nd, there was a Captain's Assessment. Five candidates went through that process. They all did a great job. There was a numerical tie. With the rule of three, four of those will be asked to come to the process when there is an opening.
- Officer Development course was run by our BCs was finalized as well. It is amazing to have the talent embedded in the organization to create a program like this.
- Currently finalizing the lieutenant testing process, which will take place May 18-20. Currently, 20 members will be engaging in that process.
- Chief Patti (who just had to leave for a brush fire in District 6) did an excellent job of prepping the membership for the upcoming wildland mobilization process. He ran that last year, and Chief Schmidt has asked him to continue to run it this year.
- Chief Schmidt and Chief Carson attended the first planning session for the Lacey July 3rd event. LFD3 will be heavily involved once again.
- The recruit academy is drawing near to a close, so work is being done to finalize where the shift assignments will go and where the five new recruits will be.
- Commissioner Kelling inquired if there are plans to hold another OPD session next year. Chief Carson responded that it is on an annual cycle. Part of it is preparatory for this testing process.
- Commissioner Kelling inquired if the brush fire was off of I-5. Chief Carson responded that it was north of I-5 and next to a vacant lot northeast of Cabela's.
- Commissioner Kelling asked when the wildland fire mobilization to kick off. Chief Schmidt responded that Chief Patti has already run the early meeting, getting members engaged and making sure all of the divisions are ready to go. Typically, mobilizations don't start until July. Chief Carson added that they are currently establishing the rosters, which should be finalized by the end of the month.
- Chief Schmidt made a clarification that the lieutenant testing process will actually take place May 19-21.
- Commissioner Kirkbride agreed strongly with Chief Carson's comments about how well the teams are working. Recently there was a call where there was a blast behind Burlington Coat Factory. When Commissioner

Kirkbride turned on TCOMM to listen to what was going on, BC Harn did an excellent job giving instructions and waiting for the Lacey Police to show up with their drone – overall, outstanding decision making and leadership.

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

- The fleet is doing well right now. The two aid cars are just on the verge of going into service. Currently waiting on a couple of power supplies. Engine 31 is currently being housed at the station, and equipment is being delivered for the crews to put on the rigs. The goal is to have the aid cars in service within the next week or two.
- Enterprise Fleet orders for this year have started to trickle in. LFD3 has received two Mavericks and an F-150 to roll out next week. Three Interceptors are waiting for lights and sirens.
- Regarding Facilities: progress has been made with the addition of Derrick as far as service tickets. There were about 100 tickets sitting in the service desk for just logistics and facilities. Since the addition of Derrick, that has been reduced by about 50%. His addition has been really important for the team.
- A couple of days this week were spent walking through the facilities with L&I. Safety and Compliance brought in L&I just to do a voluntary assessment to ensure that everything is up to par. This took place in District 3 and District 6. None of the things found were big problems, and processes are already underway to remedy the small issues that were identified.
- Operative IQ is the new platform used for service ticketing and managing assets. Working actively with Finance to get some of the assets that were tracked in the Tyler platform merged into Operative IQ. This will allow for better asset tracking moving forward.
- Natalie and Leanne traveled to the Operative IQ National Conference last month. Natalie has been instrumental in launching Operative IQ in the district. She was asked to give a speech during the conference, and she explained how to implement Operative IQ in a fire service agency. This brought a lot of attention to the district. Next month, there will be a meeting with West Pierce as they prepare to launch Operative IQ themselves.
- There has been exploration of providing EMS supplies to District 6 to their BLS funding mechanism. It is tricky with the funding going directly to District 6. Work has begun with Medic One to see what the options are to help District 6 manage their EMS supplies for their crews and their two stations. It should be a quick implementation when it is ready to launch later this summer.

I. Standards and Resilience

Chief Cerovski shared:

- Training Division: Week 11 of the fire section for the SSRA; Week 17 overall. Now in the Firefighter II focus of the academy, which includes hazardous materials, wildland response, and specialized rescue.
- Graduation is scheduled for June 20th, 2026, at 2:00 p.m. at North Thurston High School in the James Koval Center.
- Community Risk Reduction: continuing to support relationship developments with the Nisqually Tribe. That relationship will play into work in the future with the expansion of the Quiemuth Village Project.
- A fire investigations class is coming to the county on May 18th in collaboration with other fire districts in the county.
- The insurance symposium is scheduled for July 15th. A guest list has started and the agenda is being finalized. It will take place from 8:00 to 10:00 at the Lacey Community Center.
- Chief Fogarty was involved in helping out with the process of the L&I inspections along with Chief Frost and his team. Very pleased with the outcome of these assessments. The things that were identified are truly minor issues that will be rapidly resolved.
- Regarding methods of collecting information for accidents, injuries, near misses, etc. – that process went online at the beginning of the month. It has already been utilized with a couple of minor injuries sustained. The process has been fairly seamless. A QR code is used to log in; information is entered, and the claim process is started. The documentation of injuries and accidents is helpful to have for identification of ways to solve problems and prevent injuries in the future.
- The Owner's Representative process is underway. It posted on the 27th of April. Tomorrow there will be an informational session and tour for those interested firms that want to look at this role. So far, eight are confirmed to be in attendance tomorrow. There will be a presentation tomorrow followed by a tour from 9:00 to 2:00. The following week, there will be a question deadline for those who have interest and need clarifications. The process closes on the 26th. The goal is to have a contract negotiation process take place before July 1st.
- Commissioner Kelling inquired if the insurance symposium is something that the fire commissioners should attend. Chief Cerovski affirmed that the commissioners are invited and welcome to attend.

VII. OLD BUSINESS

None.

VIII. NEW BUSINESS

A. WHA Insurance Presentation – Winslow Cervantes

- Each of the commissioners was given a brochure to look through.
- Mr. Cervantes introduced himself as the lead broker for the district for all commercial insurance, specifically property liability and workers comp consulting.

- One of the offerings available are extensive board trainings. The CEO and some of the trainers provide trainings about responsibilities within their role according to RCSs and WAC.
- Mr. Cervantes will also be attending the event later in July.
- Chief Schmidt shared that staff has reached out to WHA many times with problems and questions, and they always have answers and resources to provide support.
- Chief Kirkwood shared that the renewal process was just completed, and throughout that process, they were readily available for questions, helpful in filling out forms and questionnaires, etc.
- Chief Cerovski commented that with WHA, and specifically Winslow and his team, they will respond quickly to calls and questions. Their consult is as valuable as the legal review is for confronting a situation or thinking creatively about a problem.

B. Surplus Items (Appendix A)
Chief Kirkwood reported:

- There are five vehicles that are ready for surplus: two Ford Escapes and three Ford Explorers. These will be surplused to Enterprise Fleet Management. They will proceed with auctioning off those vehicles.

MOTION: To approve the declaration of surplus equipment for the five vehicles listed.
Motion: Commissioner Kelling
Second: Commissioner Roberts
Carried: Unanimous

IX. ADMINISTRATIVE REPORT

Chief Schmidt reported:

- An update on the FIFA events coming to the area: there will be nine fan zones in Washington State, with one planned for the Olympia Port Plaza. The fan zone may begin as early as June 25th, but all events should be ceasing by July 19th. The fan zone in Olympia is intended to be family friendly. Olympia PD and Olympia Fire are involved. Some of the original concern about size and scope has diminished a little bit as the FIFA organization starts to determine what the events will look like. Different teams from around the world are assigned different regional locations. Renton will be hosting the team from Belgium. Spokane will host the team from Egypt. Portland will host the team from Jordan.
- One thing being looked into is ways to bus people to the fan zone. An intercity transit station may be used for this.
- The Thurston County Commissioners are hosting a regional immigration training session to find a way to bring in partners from all different scopes within the county to talk about best practices. The

event will be on May 22nd. Commissioners Hetzler and Roberts offered to attend; the event is open to all commissioners.

- The Support Services division was engaged by some medical care providers through Providence; specifically, clinicians who work with geriatric members of the community. They are having early conversations about whether there is a way that Support Services can find ways to connect them to this group of clinicians who can do house calls.
- Support Services went to a senior apartment after being referred by crews, who felt that the community member needed support. This was an elderly couple, and the husband needed a medical bed brought into the home but didn't have enough room for it. The Support Services team went in and moved a couch down four flights of stairs to make room for the medical bed.

X. COMMISSIONER COMMENTS

Commissioner Kelling – it's great seeing groups from the community recognized, including the Operations personnel, Admin personnel, and Support Services. At last count, there were 19-plus military service members, either veterans or currently serving, in the district. All services are represented (except for Space Force). It is great to see support for the military service members and what they bring to the district and what the district brings to them.

Commissioner Roberts – the quilt is amazing and must have taken an enormous amount of time. Looking forward to seeing the quilt displayed in the station. Welcome to the new employees. Recently, Commissioner Roberts zoomed in on a conference, which was excellent. It provided a refresher on WACs and RCWs but did so in a fashion that was interesting and well done. It was also encouraging because everything they discussed was a potential pitfall that LFD3 has already successfully managed.

Commissioner Kirkbride – the presentation of the quilt was really great. Commissioner Kirkbride shared about his friend, Sam Hunt, who recently passed away. There will be a gathering in his honor on May 30th at the Student Union at South Puget Sound Community College at 2:00. There is a scholarship set up at WSU in his name.

Commissioner Hetzler – the presentations are always the best part of meetings. The quilt was really spectacular. There was a regional partnership feasibility committee meeting on April 27th. It was very well attended. This first meeting really just served as a way for people to get to know each other and to come up with questions or areas to dig into deeper. Steve Brooks facilitated the meeting. Everyone left the meeting with areas to focus on moving forward. Another meeting of that group will likely be scheduled later in the summer. For now, different smaller committees are going to begin getting together.

Chief Schmidt added that it was a good preliminary meeting. All districts were equally interested in the conversation. Establishing a timeline will likely be one of the early objectives to accomplish.

XI. OTHER INFORMATION

A. Correspondence
Chief Schmidt shared:

- Chief Roberts was at a CERT training for the Community Risk Reduction division. While he was there, a citizen came up to him and let him know that they were very impressed with LFD3's social media presence.

XII. HEARING OF THE PUBLIC / MEMBERS PRESENT

None.

XIII. EXECUTIVE SESSION

A. In accordance with RCW 42.30.110(1)(b) to consider selection of a site or the acquisition of real estate.
B. In accordance with RCW 42.30.140(4)(i) to discuss with legal counsel regarding agency matters relating to potential litigation.

Twenty minutes were allotted for the executive session, beginning at 6:45.
The executive session was extended for ten additional minutes. No decisions were made. The RCW will be reviewed to confirm that it is the correct RCW. The meeting adjourned at 7:15.

XIV. ADJOURNMENT

The meeting adjourned as of 7:15 PM.

Next Regular Meeting: May 21, 2026 – 5:30 p.m.
Available via remote meeting.

Liberty Hetzler (06/22/2026 13:37:45 PDT)
Chair

Vice Chair

Melissa Gamble
Melissa Gamble (06/25/2026 09:49:47 PDT)
Commissioner

Sylvia Roberts (06/22/2026 21:43:14 PDT)
Commissioner

Commissioner

ATTEST: District Secretary

05 07 26 BoFC Meeting Minutes Final

Final Audit Report 2026-06-25

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2026-06-22 - 9:41:28 PM PDT

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2026-06-22 - 9:43:12 PM PDT

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2026-06-25 - 9:49:09 AM PDT

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2026-06-25 - 9:49:45 AM PDT

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Agreement completed.

2026-06-25 - 9:49:47 AM PDT