

**THURSTON COUNTY FIRE DISTRICT THREE**

**BOARD OF FIRE COMMISSIONERS**

**MINUTES OF THE MEETING**

**June 20, 2024**

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

| <b>Present:</b>                                                                                                       | <b>Present (Virtual):</b> | <b>Excused:</b> |
|-----------------------------------------------------------------------------------------------------------------------|---------------------------|-----------------|
| Commissioner Kirkbride<br>Commissioner Roberts<br>Commissioner Hetzler<br>Commissioner Gamble<br>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. PROMOTION, SWEARING, AND RECOGNITION CEREMONY**

Assistant Chief Jason Roberts

**V. APPROVAL OF THE CONSENT AGENDA**

A. Draft minutes of the June 6th, 2024, meeting of the Board of Fire Commissioners.

B. Warrants (AP 6B 2024):

- General Fund 001 (Acct #6630) EFTs numbered 5395 through 5399; checks numbered 23971 through 23995; and drafts numbered 1349 through 1363 for a total amount of \$1,347,692.74.
- Equipment Repair and Replacement Fund 103: EFT number 5400 for a total amount of \$55,498.63.
- Capital Projects Fund 301: Check number 23996 for a total amount of \$28,338.88.
- 2017B Capital Projects Fund 307: Check number 23997 for a total amount of \$843.00

C. Payroll 6B-2024 in the amount of \$609,332.25.

**MOTION:** To approve the consent agenda as published.

Motion: Commissioner Gamble

Second: Commissioner Roberts

Carried: Unanimous

Commissioner Hetzler had an inquiry about a \$20,000 item for bunker gear maintenance. It was clarified by Chief Cerovski.

## **VI. COMMITTEE REPORTS**

### **A. Thurston County Medic One**

No report; the next meeting will take place on June 27<sup>th</sup>.

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

Commissioner Roberts reported that there was no meeting in June, nor will there be a meeting in June. The next meeting will take place in August.

### **C. City/District Liaison**

Chief Brooks reported that a meeting will take place on July 18<sup>th</sup>.

### **D. Thurston County Fire Commissioners Association**

Commissioner Kelling reported:

- There was a presentation from Chris Clem, the BLS program manager at Medic One, to discuss Medic One committee restructuring.
- The Annual First Responder Barbecue hosted by one of the council members in Tenino will take place on Saturday, September 14<sup>th</sup>.
- The August Fire Commissioners Association Member meeting is usually a barbecue at Lake Lawrence. The date has not been set yet.

E. Thurston Regional Planning Council

No report; the next meeting is July 12<sup>th</sup>.

F. Community Outreach

Chief Brooks shared:

- The next event is the July 3<sup>rd</sup> fireworks event. It is usually the most attended event in the county. Chief Schmidt highlighted the plans for the event. There will be a fire engine staffed by the law enforcement set up. It is there for safety but also becomes a crowd pleaser and a tour event. Chief Brooks and Chief Schmidt will both be attending the majority of the event. A brush rig is always strategically placed near the residences close to where the fireworks are set off. There will be a second battalion on overtime to help manage the rest of the district. There have been meetings with the city and with law enforcement in preparation for the event.

G. Capital Facilities and Equipment Activities

- Chief Brooks thanked Chief Cerovski and his team for the successful ribbon cutting ceremony at the VRF earlier.
- There is a new controller for the HVAC system in the building.

**VII. OLD BUSINESS**

A. No items.

**VIII. NEW BUSINESS**

A. July 4<sup>th</sup>, 2024, BoFC Meeting – Staff Report and Board Action

The recommendation from the board is not to conduct this meeting.

**MOTION:** That the regular meeting scheduled for Thursday, July 4<sup>th</sup>, 2024, be canceled and the next regular commissioner meeting be held on July 18<sup>th</sup>.

Motion: Commissioner Kirkbride

Second: Commissioner Hetzler

Carried: Unanimous

**IX. ADMINISTRATIVE REPORT**

Chief Brooks reported:

- Director Kirkwood shared the most current financial status report. He shared the statement of activities for each of the funds as of the end of May.
- Thank you to everyone who participated in the graduation on Sunday.

- Thanks to staff who took care of everything during Chief Brooks' two week absence.
- Commissioner Kelling asked if any significant contact has been made with the new Nisqually director. Chief Brooks responded that a meeting just took place with Chief Brooks, the deputy chiefs, Director Kirkwood, and the city manager and city finance director about some strategies for planning. There has not yet been a meeting with the Nisqually director, but the city has offered to take a lead role in that and coordinate a joint meeting together.

## **X. COMMISSIONER COMMENTS**

Commissioner Roberts – big shoutout to a wonderful graduation. It was very well done and professionally executed. Today's ribbon cutting was perfect.

Commissioner Kirkbride – a special thank you to Chief Cerovski for the completion of the VRF. It looks terrific. In early June, Commissioner Kirkbride attended the Thurston County Emergency Management Executive Seminar. Commissioner Kirkbride recommends the other commissioners to attend those, as they are quite interesting and informative. Commissioner Kirkbride's recommendation to the seminar, now that they have been taking place for ten years or so of looking at the hazards and issues, is that it's time to start over again with all the newly elected officials who are now participating. A manual was handed out for senior and elected officials: The Guide to Emergency Management for 2024 in Thurston County. Commissioner Kirkbride procured extra copies for all of the fire commissioners. It's a fairly basic document with an introduction to what everyone needs to know and needs to do. This last weekend, Commissioner Kirkbride was doing projects in Ellensburg, and it is a wonderful town to work in. Ellensburg had their annual Touch A Truck event, and even before the event began, kids were lining up down the street. Commissioner Kirkbride suggests having a conversation with city partners to suggest doing the same thing, perhaps in conjunction with the Spring Fun Fair.

Commissioner Gamble – disappointed to miss the graduation on Sunday. It was exciting today to be at the TEC.

Commissioner Hetzler – really enjoyed the graduation. Today was lovely, as well.

Commissioner Kelling – it was a tremendously professionally executed graduation, as was today's event. This is one of the hallmarks of the leadership that is applied here in the district. A big thanks for these events.

## **XI. CORRESPONDENCE**

None.

## **XII. HEARING OF THE PUBLIC / MEMBERS PRESENT**

None.

### **XIII. EXECUTIVE SESSION**

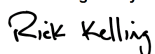
A. In accordance with RCW 42.30.140(4)(a) regarding discussion of collective bargaining strategies.

The executive session was planned for 10 minutes to begin at 6:30 p.m.

### **XIV. ADJOURNMENT**

The meeting adjourned as of 6:41 p.m.

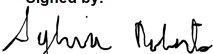
***Next Regular Meeting: July 18<sup>th</sup>, 2024, at 5:30 p.m.  
Available via remote meeting.***

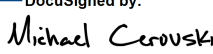
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Chair

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Vice Chair

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Commissioner

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ATTEST: District Secretary