



Agenda for the Board of Fire Commissioners

Regular Meeting

Conducted remotely via Zoom and with in-person attendance at the
Training and Education Center
(8407 Steilacoom Rd SE, Olympia, WA 98513)

Click here to join the meeting:

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

Meeting ID: 743 870 521

July 18th, 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

2024 New Hire Firefighters:

Lonnie Aguon

Colton Beard

Jonathan Burghardt

Dylan Harn

Chase Lamoreaux

Dalton Land

Brandon Mullins

Luke Schilter

Kiana Sullenberger

Jonathan Wagner

Nicholas Wynn

Keith Yates

V. APPROVAL OF THE CONSENT AGENDA

A. Draft Minutes of June 20th Board of Fire Commissioners Meeting.

B. Warrants (AP 7A and 7B 2024):

- General Fund 001 (Acct #6630): EFTs numbered 5401 through 5412; Checks numbered 23998 through 24031; and Drafts numbered 1364 through 1383 for a total amount of \$1,923,331.44.

- Equipment Repair and Replacement Fund 103: EFT number 5413 for a total amount of \$64.00.
- Capital Projects Fund 301: Draft number 5406 and Check number 24032 for a total amount of \$90,680.68.
- 2017B Capital Projects Fund 307: Draft number 5414 for a total amount of \$1,449.70.

C. Payroll 7A-2024 in the amount of \$2,214,025.37

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

VIII. NEW BUSINESS

A. Policy P-527 Administrative Dress Code	
i. Update	Staff Report and Board Action
B. Proposed ALS Contract Amendment	Staff Report and Board Action

IX. ADMINISTRATIVE REPORT

A. Financials Report	Staff 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: August 1st, 2024*

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

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. 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 27th.

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 18th.

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 14th.
- 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 12th.

F. Community Outreach

Chief Brooks shared:

- The next event is the July 3rd 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 4th, 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 4th, 2024, be canceled and the next regular commissioner meeting be held on July 18th.

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 18th, 2024, at 5:30 p.m.
Available via remote meeting.*

Chair

Vice Chair

Commissioner

Commissioner

Commissioner

ATTEST: District Secretary