



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

September 19, 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. APPROVAL OF THE CONSENT AGENDA**
 - A. Draft Minutes of September 5th Board of Fire Commissioners Meeting.
 - B. Warrants (AP 9B 2024):
 - General Fund 001 (Acct #6630): EFTs numbered 5429 through 5437; Checks numbered 24090 through 24109; and Draft numbers 1413 through 1425 for a total amount of \$1,232,556.87.
 - Equipment Repair and Replacement Fund 103: EFT number 5438; Check number 24110 for a total amount of \$68,379.63.
 - Capital Projects Fund 301: Check number 24111 for a total amount of \$36,263.68.
 - 2017B Capital Improvement Project Fund 307: EFT number 5439 for a total amount of \$294.44.
 - C. Payroll 8A-2024 in the amount of \$1,663,531.54.
- V. 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 |

VI. OLD BUSINESS

- | | |
|--|-------------------------------|
| A. Station 34 Stormwater Retention Pond Easement | Discussion and Board Action |
| B. Department of Commerce EV Grant | Staff Report and Board Action |

VII. NEW BUSINESS

- | | |
|-------------------------------------|-------------------------------|
| A. Labor Agreement with Local #2903 | Staff Report and Board Action |
| B. Training Division Briefing: | Staff Report |
| i. EV Responses | |
| ii. JATC Program | |

VIII. ADMINISTRATIVE REPORT

- | |
|--------------------------------------|
| A. District Monthly Financial Report |
|--------------------------------------|

IX. COMMISSIONER COMMENTS

X. OTHER INFORMATION

- | |
|-------------------|
| A. Correspondence |
|-------------------|

XI. HEARING OF THE PUBLIC / MEMBERS PRESENT

I. ADJOURNMENT

THERE WILL BE NO WORKSHOP CONDUCTED THIS EVENING.

- ***Next Regular Meeting: October 3, 2024***

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

September 5th, 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 Kelling Commissioner Kirkbride Commissioner Roberts Commissioner Gamble		Commissioner Hetzler

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 Gamble

Second: Commissioner Roberts

Carried: Unanimous

Commissioner Kirkbride had an inquiry about the contract with Olympia. When Olympia bills LFD3 for parts, is there a markup for that?

Chief Brooks responded that there is a markup, which varies by threshold (there is a markup on parts below a certain threshold). It is the current contract with Olympia that the threshold is \$1500. Above that amount, there is no markup. Under \$1500, the markup is 30%.

III. HEARING OF THE PUBLIC /MEMBERS PRESENT

None.

IV. APPROVAL OF THE CONSENT AGENDA

A. Draft minutes of the August 15th, 2024, meeting of the Board of Fire Commissioners.

B. Warrants (AP 8A 2024):

- General Fund 001 (Acct #6630) EFTs numbered 5425 through 5428; checks numbered 24070 through 24087, for a total amount of \$156,229.03.
- Equipment Repair and Replacement Fund 103: Check number 24088 for a total amount of \$10,347.18.
- Capital Projects Fund 301: Check number 24089 for a total amount of \$41,438.08.

C. Payroll 8A-2024 in the amount of \$625,837.81.

MOTION: To approve the consent agenda as published.

Motion: Commissioner Kirkbride

Second: Commissioner Gamble

Carried: Unanimous

V. COMMITTEE REPORTS

A. Thurston County Medic One

Commissioner Kirkbride reported on the EMS Council meeting that took place on August 22nd:

- There was an update on the new bylaws. On September 3rd, the Board of County Commissioners adopted the proposed bylaws.
- The new medic units are delayed until 2025.
- There was discussion about the EMT training classes conducted by Medic One. They have been limited to 30 participants at a time, and it takes a long time to get through everybody. A new location has been sought out, namely the atrium, which is the county administrative building on Pacific. They can handle up to 60 or maybe more. There was also conversation around compensation for the instructors.
- There was significant overhaul of the bylaws of the Council done last spring. When this went to the Board of County Commissioners, they wanted to change one item and therefore sent it back. The EMS Council did not agree with the Board of County Commissioners, and the bylaws were then adopted as proposed by the EMS Council. Commissioner Kirkbride is planning to share copies of the bylaw changes with the other commissioners.
- The EMS Council provides a representative to the West Region EMS and Trauma Care Council. Commissioner Kirkbride is the representative for that. There is relatively little reporting on this role to the fire commissioners because the meetings are quarterly and are also more technical in process.
- The major change was the composition of the Council: what it looks like and the responsibilities. There is one elected official from each of the municipalities with a population of more than 10,000. This is what the

county wanted to change; they wanted this number to be lower so that cities in the south could have representatives.

- There have been four citizens at large: three of them from each of the former commissioner districts, and one medical doctor. The medical professional was eliminated. There are now three citizens at large. No two can be from the same commissioner district. For Thurston County Fire Commissioners Association, the number will stay at three (not five), as appointed by the association.
- The new members: one tribal representative or alternative from one of the tribes (either Chehalis, Squaxin, or Nisqually). It would be somebody who is not on the Board of Health.
- There is one chief officer executive from the hospital (one of the two hospitals). There is a representative for mental health, as well.
- With a different composition, the hope is to have more participation in the council meetings.
- The next meeting will take place on September 26th.

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

Commissioner Roberts reported from the September 4th meeting:

- There was no financial report because the county has gone through a software update which has been a little bumpy.
- Regarding TCERN: getting close to the end. The work sites are going really well. The cutover is planned for mid-October. There was approval of a change order notice for the Dupont site on September 4th. Additional structure is needed, which would involve bringing more power to it so that it will last longer and work better. However, everything is going well.
- As far as building emergency responder radio coverage systems, there have been some issues. The majority of them are in Lacey. Chief Brooks offered the summary that the code requirements for in-building coverage that were evaluated under the old system will be inoperable under the new system. The hope and anticipation, based on the different wave technology of the new higher frequency systems is that it is supposed to penetrate buildings better. There is the hope that some of those systems would either be reduced or eliminated. There is going to be a lag in being able to enforce in-building coverage from the time of the cutover until those performance measurements can be done. It sounds like there has been some localized testing where it has not performed as they had hoped to where the in-building coverage is not going to be as improved as anticipated in the system. Everyone is currently waiting for the first opportunity to start testing things. Chief Schmidt posted a training for the battalion chiefs who are already working on internal strategies about how to address that in the short term if the ability to connect to the network on the new system is lost.
- Commissioner Kirkbride commented that historically, St. Peter Hospital has been a problem. Chief Brooks reported that concrete tiltup construction is the worst in terms of radio signal penetration issues. There has been the requirement for signal boosting devices. One of the worst is the lead building at St. Martin's because of the thickness of the glass and the construction type there.

- The phone system replacement project is going well. Everything is on track for this.
- Staffing is also going well. Although there have been issues in the past with staffing, there is another recruitment academy starting on October 21st with 17 people who are going through it. There are a number of retirements coming up.
- The security system for the building that TCOMM is housed in has been installed.
- There were statistics made available about the monthly call volume between 2023 and 2024. Calls are down by about 6,000 – about 15.7% fewer calls than in 2023. However, the calls are longer and more intense.
- The next meeting will take place on October 2nd.

C. City/District Liaison

The next meeting will take place on September 19th. Commissioner Kelling reminded the commissioners that if there are issues that are relevant and appropriate for this meeting, they should make Commissioner Kelling, Commissioner Hetzler, or Chief Brooks aware of them so that they can be addressed.

D. Thurston County Fire Commissioners Association

The last meeting was the Annual Picnic at Lake Lawrence Park.

- Of note, the District 2 and 4 commissioner candidates (the top two from each district) did attend and give a short presentation or election pitch. Out of the four candidates, one is a sitting commissioner.
- There was some discussion on the EMS Council representation. The concern is that the more rural districts would not have the appropriate representation. It was brought up that the Fire Commissioners Association gets to elect their three representatives, and currently all of them are from the rural south county districts.
- One of the candidates for commissioner brought up the issue of BLS Naloxone administration. There was discussion on this topic. Commissioner Kelling shared the memo from Chief Brooks from the MPD with the clarification that was made and the fact that this will be up for discussion during the next round of protocol changes.
- The next meeting is September 17th. Commissioner Gamble will be attending on behalf of Commissioner Kelling, who will be attending the city council meeting.

E. Thurston Regional Planning Council

No report; the next meeting is September 6th.

F. Community Outreach

Chief Brooks shared:

- September 6th is a military appreciation event. The deputy chiefs, along with Chief Brooks, are going to make up a company and go to the Olympia Waterfront for the event.
- There will be an annual observance for September 11th outside of Station 31 by the flagpole. This will be available for streaming online. The event begins at 7:00. It is a brief but meaningful event.

G. Capital Facilities and Equipment Activities

Chief Cerovski shared:

- The VRF closeout is still underway. There was a report on the financial status, but there are a few remaining change orders that will be resolved and then there will be a final pay application from the contractor.. This will hopefully be complete within the next 30 days.
- The Training and Education Center emergency generator project is complete. The final test run of the generator was done yesterday. The certificate of occupancy is now in place.
- From the last meeting in regard to the support for the Enterprise Fleet Project: orders have already been placed. The three vehicles that have been ordered for this year are already underway for processing and delivery. There is no delivery date yet, but Enterprise is demonstrating already that they are going to be great partners.

VI. OLD BUSINESS

A. No items.

VII. NEW BUSINESS

A. No items.

VIII. ADMINISTRATIVE REPORT

Chief Brooks reported:

- There will be a recognition on September 13th for Chief Flowers, who was nominated and selected by the American Legion as the firefighter of the year, largely for her work in setting up the first ever EMT class associated with the recruit academy. There will also be recognition of the law enforcement officer of the year from Lacey Police Department and an EMT of the year from Olympic Ambulance. Chief Brooks and Chief Cerovski will be in attendance for the recognition ceremony.
- Thanks to the HR team, specifically Director Toy and the administrative support personnel, who have made well over a hundred phone calls in the last day reaching out to the potential new firefighter hires. There were almost 300 applications submitted, and it has taken a huge amount of staff time to review those and decide who to move forward. There is capacity to move forward about 120 over a three-day interview process, which will occur next week. There are eight positions to hire for the academy in January.

- There were four successful lateral firefighter candidates. They are close to completing all of their conditionals. The hope is that they will have all completed them and that they will be ready to be on board and be at the meeting on October 3rd for a swearing in ceremony.
- Hopefully, there will also be a swearing in ceremony on October 3rd for the new deputy chief. The public announcement is not ready to be made, as conditional elements are still being worked through.
- There was formal notice received from a local 2903 representative that they had gone through their internal membership process for review and ratification of the contract.
- The preliminary assessed values for 2025 came in at about 7% above 2024 levels, which will allow for realization of the full potential of the voter-approved revenue. This will be worked into the budget proposal and Director Kirkwood will be able to begin moving forward with all the final budget projections for the end of the year. There has also been about 332 million in new construction, which is slightly higher than last year.

IX. COMMISSIONER COMMENTS

Commissioner Roberts – Appreciated the great work done by Human Resources with regard to recruiting - congratulations and thank you. Between the last meeting and this meeting, there has been some joint water training rescue things happening on Long Lake, which has been fun to watch. Will be attending via Zoom during the October 3rd meeting.

Commissioner Kirkbride – thanks to Chief Cerovski for the very detailed memo about the stormwater issue and taking the time and energy to research the process and understand storm water management and how it works and be able to share that information with the commissioners.

Commissioner Gamble – nothing to add.

Commissioner Kelling – a request to the board members to please review the staff planning and transition timeline from the last work session. There was a request for a potential alternate date for the October 12th work session. Is staff able to support the 19th? Chief Brooks responded that staff is available on the 19th. The scheduled work session is officially moved from October 12th to October 19th. It will be offered in person and virtually. The start time is 8:00.

Also of note: the Fire Commissioners Association Annual Conference is next month in Spokane on October 23-26.

Commissioner Kelling added that his wife is a teacher in North Thurston School District and very much appreciated the EMS training that the school district offered.

Commissioner Kirkbride mentioned that he had an invite to the Thurston County Fall/Winter Weather Briefing and has not seen this before. Chief Brooks responded that this normally comes to staff, who participate in those. It is usually a partnership between County Emergency Management and Puget Sound Energy.

Chief Brooks added that LFD3 received their allocation of invitations to the Medic One gala that was referenced on the calendar. There is a limited number of spaces available with a total of 300 attendees accepted. It is taking place at Indian Summer on the 28th with a \$50 charge for a representative plus one. If any of the commissioners would like to go, Chief Brooks can provide them with an invitation.

X. OTHER INFORMATION

A. Correspondence

XI. EXECUTIVE SESSION

A. In accordance with RCW 42.30.14(4)(a) regarding discussion of collective bargaining strategies.

XII. HEARING OF THE PUBLIC / MEMBERS PRESENT

None.

XIII. ADJOURNMENT

There was no workshop conducted this evening.

The meeting adjourned as of 6:26 PM.

*Next Regular Meeting: September 19th, 2024– 5:30 p.m.
Available via remote meeting.*

Chair

Vice Chair

Commissioner

Commissioner

Commissioner

ATTEST: District Secretary