

THURSTON COUNTY FIRE DISTRICT THREE**BOARD OF FIRE COMMISSIONERS****MINUTES OF THE MEETING****October 5th, 2023**

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 Roberts 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 Kirkbride
Carried: Unanimous

III. HEARING OF THE PUBLIC /MEMBERS PRESENT

None.

IV. APPROVAL OF THE CONSENT AGENDA

A. Draft minutes of the September 21st, 2023, meeting of the Board of Fire Commissioners.

B. Warrants (AP 10A 2023):

- General Fund 001 (Acct #6630) EFTs numbered 5261 through 5266 and checks numbered 23689 through 23695; for a total amount of \$42,753.87.

MOTION: To approve the consent agenda as published.

Motion: Commissioner Kirkbride
Second: Commissioner Gamble
Carried: Unanimous

V. COMMITTEE REPORTS

A. Thurston County Medic One

No report: the next meeting will take place on October 18th.

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

Commissioner Roberts reported from the September 27th meeting:

- TCERN is proceeding as expected on the same timeline. There are still issues with the DuPont station. It is hoped that there will be resolution by mid-November.
- Staffing is again becoming an issue. There were four people in the academy but three dropped out. Staffing is currently down by ten. There are offers out to people for the next academy, with the hope of being fully staffed by the end of the year.
- There was a motion to approve the 2024 budget. It was budgeted to have a 1% revenue increase from 2023. There were some negotiated wage increases. The reserve is being maintained at 16.67%. \$800,000 is budgeted for the potential to put in a new phone system.
- Significant time was spent discussing TCERN and the four tactical frequencies and whether things can or should be split between the different tactical frequencies. This will be an ongoing discussion.
- Commissioner Kelling asked about the delays in Dupont and whether that will inhibit on-site coordination if there is another train derailment. Chief Brooks responded that the new digital system will have integration capability with the Pierce County System. The issue with the DuPont site will not change whether or not that integration is operational or not. It will only affect the coverage footprint within the district. The quality of radio transmissions may be lesser.

C. City/District Liaison

Chief Brooks reported that the next meeting is anticipated to take place on October 17th, although still waiting to hear back from city staff to confirm this.

Regarding the upcoming Mayor's Gala on October 20th, Chief Brooks received an invitation and will be hosting a table and commissioners are welcome to join the table.

D. Thurston County Fire Commissioners Association

No report: the next meeting is on October 17th at the Thurston County Emergency Operations Center.

E. Thurston Regional Planning Council

No report: the next meeting is October 6th.

F. Community Outreach

Chief Brooks shared:

- October is Fire Prevention Month. Chris DeBell has been working diligently with the school system. Call volume has become very significant, and it has been difficult to commit on-duty units to the schools for the time necessary. Chris DeBell has been working to pare down the number of days and consolidate opportunities to go into the schools. Members are being sought to come back and provide educational opportunities in the schools.
- Commissioner Kirkbride commented on a question raised in a previous meeting about the City of Lacey and the status of the museum. Commissioner Kirkbride reached out to the City of Lacey and received a response from the Parks and Rec director with a status update.

G. Capital Facilities and Equipment Activities

Chief Brooks shared:

- Chief Cerovski and Chief Frost went up today to view an aid vehicle and are evaluating the different options. They also met with a vendor this week for the ISU project. Once there is a contract for that, based on cost estimations so far, this project is still almost two years out.
- The VRF expansion is taking shape. It is anticipated to be complete around the end of the year or very early next year.

VI. OLD BUSINESS

A. No items.

VII. NEW BUSINESS

A. No items.

VIII. ADMINISTRATIVE REPORT

Chief Brooks reported:

- Director Dale Hough provided the Q3 financial reports. With 75% of the year complete, the budget is at about 68% on both revenue and expense. The second pay day of the year takes place in October, with something in excess of \$9 million expected in property tax revenue. Overall, continuing to trend at 5-7% below on expenditures.
- Revenue from the Nisqually Tribe has been healthy. One month was missed but they are working to catch up on this.
- The 2024 budget projections were shared. The budget projections reflect the levy lid lift and includes several new positions that have been budgeted for, as well as new gear. The biggest increase is under Operations, with the addition of 12 firefighters and 4 battalion chief positions. Next year is the final year of the current labor agreement, so LFD3 will enter into contract negotiations in Q2 of next year.

- The plan is to have a more detailed budget presentation at the next October meeting, with the public hearing for the budget at the first November meeting, with planned adoption at the second November meeting.
- Thanks to Director Toy, Chief Schmidt, and Chief Flowers for spending three days last week going through a second round of interviews with the new firefighter candidates. There were about 130 initial candidates who were screened down to 38 finalists. Conditional offers to the 12 finalists have started going out this week. Six of those have already taken an EMT course.
- Applications are closed this week for the assistant chief of training. There were six internal candidates. The hope is for that position to be filled by the beginning of December.
- There was a candidate forum today with the battalion chief candidates. Eleven candidates registered for that.
- The second captain position for the training division was awarded to Firefighter Kirk Beatty. He will be starting mid-month in the Training Division. Lieutenant Chris Ross accepted the opportunity to stay in the Training Division and will be reclassified as a captain.
- There has been part-time help from Natalie Osmotherly, who was under contract with Medic One and has now come to LFD3 as a Logistics Supply Technician and will be handling all the emergency medical service supplies. This position is jointly funded with Medic One using BLS equipment funds.
- Within the IT team, Ryan Parsons has been reclassified to a manager position.

IX. COMMISSIONER COMMENTS

Commissioner Kelling – visited the VRF expansion site. It looks tight between the new building and the new building. It will be good to see that come to fruition. A question to the chief regarding new positions: was the assistant chief for community risk reduction in the plan for 2024?

Chief Brooks responded that this position is in the budget as a vacant position. It will likely be filled in late Q1 or early Q2.

Commissioner Kirkbride – no comments.

Commissioner Gamble – thanks to Dale for the graphics with the financial presentation. Looking forward to fire prevention month.

Commissioner Hetzler – requesting clarification about six of the twelve new firefighter candidates having already taken the EMT course.

Chief Brooks clarified that those who did not have their EMT would not have previously been eligible to apply, but with the new hiring process, they were eligible.

Commissioner Roberts – thanks to Chief Brooks and all the commissioners for all they do.

X. CORRESPONDENCE

A member of the community reached out with a concern about an interaction with one of the crews. He was offered an opportunity to come in and sit down for a conversation about his concerns.

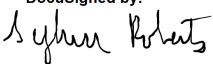
XI. HEARING OF THE PUBLIC / MEMBERS PRESENT

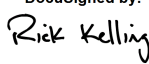
None.

XII. ADJOURNMENT

The meeting adjourned as of 6:04 PM.

***Next Regular Meeting: October 19th, 2023– 5:30 p.m.
Available via remote meeting.***

DocuSigned by:

10/19/2023
Chair

DocuSigned by:

10/20/2023
Vice Chair

DocuSigned by:

12/8/2023
Commissioner

DocuSigned by:

10/20/2023
Commissioner

DocuSigned by:

10/19/2023
Commissioner

DocuSigned by:

10/19/2023
ATTEST: District Secretary