



Pierce County Fire District 13

4815 Wa-Tau-Ga Ave. N.E. • Browns Point, WA 98422
(253) 952-4776 • (253) 925-8889
www.piercefir13.org

Minutes Board of Fire Commissioners Regular Meeting October 13, 2016

Present: Commissioners Zuluaga and Noll, Chief McCollum, Captain Wassall

Members of the Public and Staff: 5

Commissioner Zuluaga called the meeting to order at 9:07 AM and led all in the Pledge of Allegiance.

CONSENT AGENDA:

Minutes:

Motion- A motion was made by Commissioner Zuluaga to approve the minutes of September 13, 2016 as amended.

Seconded: Noll

Passed

Vouchers:

*Motion-*A motion was made by Commissioner Noll to approve voucher #13210 for a deposit in the amount of \$1,281.38 for CPR training, wildland fire reimbursement and jetski repair overpayment refund.

Seconded: Zuluaga

Passed

*Motion-*A motion was made by Commissioner Noll to approve voucher #13211 for a deposit in the amount of \$7,280.00 for surplus vehicle ambulance sale.

Seconded: Zuluaga

Passed

*Motion-*A motion was made by Commissioner Noll to approve vouchers #13212 through #13253 in the amount of \$57,886.49 for payables and volunteer quarterly reimbursements.

Seconded: Zuluaga

Passed

Correspondence/Public Testimony:

- 1) Thank you's from Alena, Tiffany, Hailey & Nana.
- 2) Thank you card from the Young Lee family.
- 3) Thank you from Vera & Leona Reis.

Special Reports and /or Standing Committees:

Oct 11, 2016 Chiefs Report:

Calls: 18 total calls, 4 fire, 10 EMS, 2 service calls, and 2 water rescue.

Staffing and Recruiting: Academy class size now 30. They are 66% through HazMat training and starting to shape up. The ACE Hardware has been a critical element. Class of this size fills up the station with little room for practicals.

Financial Report: After this months payment our balance is \$21,062.00. I received the first fire mobilization payment of \$2,715.00 that will be deposited this week. Approximately \$4,700.00 in fire mobilization receivables and Academy receivables are \$29,550.00.

Training: Monthly training is on child birth and fire training is the annual drivers training program.

SS911: SS911 Operations Board meeting will meet this Friday. I am sure how the fees are to be paid will be a topic of discussion. As you could see in the emails I forwarded there is a disconnect communications wise between SS911 and the system owners.

Good of the Order: As I mentioned earlier the ambulance was sold, paid for and picked up. Slow getting started but a good process overall. It is kite boarding time of the year and we have had two call outs for water rescue. We usually do not launch for kite boarders unless they seem in peril. The first one was picked up by a private vessel that I hailed on the marine channel and the second came ashore on his own. The launch ramp will soon become unusable due to winter debris. West Pierce brought their vessel over on Sunday and gave the crew on shift an orientation ride.

Mitigation grants were less than successful. It was like they were set up to fail. FEMA teaches us to write need assessments for their grants but these require a needs assessment computer calculator that is short of impossible to figure out. I will be voicing my opinion at an upcoming mitigation conference in Olympia. I am starting the Assistance to Firefighters Grant and asking for assistance in the purchase of a new engine. I have been pretty lucky in the past but asking for vehicles has the lowest success rate of any. I will do my best.

We are test driving and electronic medical report program from the DOH. So far we are OK with it and the State has been extremely cooperative. It is the least expensive of all the systems and operates on Surface Tablets which are fairly inexpensive. Testing will continue.

Roof is substantially complete. Small piece of flashing being fabricated for front app bay door. Cost \$17,000.00

B/C Wassall has returned from his first trip to the NFA (National Fire Association).

Battalion Chief Jim Wassall discussed his recent NFA training on Communications for Fire and EMS success involving written and oral presentations.

Commissioner's Report:

The Commissioners shared we had 3 candidates for the open Commissioner meeting with 2 finalists after 1 withdrawal. They discussed how the Open Public Meetings act requires the Commissioners to discuss fire department business in open public meetings.

Commissioner Zuluaga will be attending the Washington Fire Commissioners Association (WFCA) conference in Yakima this month. They requested our Public Information Officer (PIO), Leah Munion, be on our agenda for a standing committee report each month.

Old Business:

1. **2017 Budget Review:** Commissioners asked questions about various line items. The Chief provided explanations: a) Carryovers and reserves, noting that reserve deposits are restricted to twice a year. b) Vehicle repair maintenance includes possible brush truck along with some reserve money if necessary. c) Increase in EMS equipment for Lifepaks would be refurbished ones as they are approx. \$30k new. Chief noted he also hopes to purchase stabilization bars for the engines and upgrade thermal imaging cameras next year. We have some tools dating back to the 90's that are getting pretty beat up so some of the small tools need to be replaced. Kathy Hale will be in to research and make recommendations for the Fire Chief's salary. Commissioners set the Fire Chief's salary. The Chief sets the wages for the staff.

A member of the public asked a question about the total budget increase. Commissioners discussed the deferred expenses that are a large portion of the increased budget. The member of the public shared he had done some research and learned how much less it costs the taxpayers for our fire district vs. what other districts have to pay. He pointed out that the reasons are taxes are high are not due to the fire district but to other factors. Commissioner Zuluaga shared that we are operating for approx. one-half (\$595,000) of what a station normally costs (\$1.3 million). The Chief shared that once the budget is approved by motion, he will prepare 3 resolutions for approval in November.

***Motion-** A motion was made by Commissioner Noll to approve the 2017 Draft Budget subject to review of Resolutions at November Commissioner's meeting.*

***Seconded:** Zuluaga*

Passed

2. **Commissioner Interviews/Appointment:** The 2 candidates were interviewed, each being provided a tour of the apparatus bay while the other was interviewed.

Executive Session to evaluate Commissioner candidates' qualifications. Commissioners Zuluaga and Noll adjourned into executive session at 11:05 am to evaluate the Commissioner candidates' qualifications, and review the strengths and weaknesses of each candidate. They announced they expected to reconvene at 11:15 am. Commissioner Zuluaga reconvened the Board Meeting at 11:15 am.

A thank you was expressed to all 3 candidates. The Commissioners asked Dave Malone to accept the appointment, which he did. Dave Malone was sworn into office at 11:18 am.

2. **Public Communications:** PIO Leah Munion reported that she is building a new website on Wicks.com for the department to allow for easier and quicker uploading of documents, photos and information. She would like to have a history page and an alumni page in the future, and more pictures. She plans to make it easy and intuitive enough that our team can assist in the future with the uploading of documents.

New Business:

No new business was discussed.

Announcements:

The next regular meeting will be November 8, 2016 at 9:00 AM.

December's meeting is changed to Wed., December 14, 2016 at 9:00 AM

Adjournment: Meeting adjourned at 11:26 AM

Approved By:

Chairman Zuluaga

Commissioner Noll

Fire Chief/District Secretary