



Pierce County Fire District 13

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www.PCFD13.org

Meeting Minutes

Board of Fire Commissioners March 10, 2026

Commissioner Malone called the meeting to order at 9:00 AM and led all in the Pledge of Allegiance

Roll Call led by **Commissioner Malone** to confirm quorum has been met. Present for the meeting: **Commissioner Noll via Zoom, Commissioner Bush, and Chief Wassall.**

Members of the Public and Staff: 7

CONSENT AGENDA:

Minutes: Motion- A motion was made by **Commissioner Noll** to approve the meeting minutes for the February 10, 2026, regular meeting.

Seconded Commissioner Bush

Passed (Unanimous)

Vouchers :

Motion-A motion was made by **Commissioner Bush** to approve vouchers #260303001-260303006 in the amount of \$24,448.56 for monthly payroll.

Seconded: Commissioner Noll.

Voucher numbers were amended and corrected to #260303001-260303008

Passed (Unanimous)

Motion-A motion was made by **Commissioner Noll** to approve vouchers #260301001-260301004 in the amount of \$21,616.13 for payroll benefits & taxes..

Seconded: Commissioner Bush.

Passed (Unanimous)

Motion-A motion was made by **Commissioner Noll** to approve vouchers, #260302001-260302027 in the amount of \$24,668.20 for monthly accounts payable.

Seconded: Commissioner Bush.

Passed (Unanimous)

Motion-A motion was made by **Commissioner Noll** to approve voucher

#260305001 in the amount of \$483.93 for additional monthly payroll.

Seconded: Commissioner Bush.

Passed (Unanimous)

Motion-A motion was made by **Commissioner Noll** to approve voucher

#260304001 in the amount of \$81.38 for payroll taxes..

Seconded: Commissioner Bush.

Passed (Unanimous)

Motion-A motion was made by **Commissioner Noll** to approve vouchers

#260306001-260306004 in the amount of \$3,628.73 for additional monthly accounts payable.

Seconded: Commissioner Bush.

Passed (Unanimous)

Motion-A motion was made by **Commissioner Noll** to approve deposits, #202-205 in the amount of (\$30,663.49) for GEMT, other monthly deposits that included Property Taxes.

Second: Commissioner Bush.

Passed (Unanimous)

Correspondence: PCFD13 received a lovely thank you card from Mike & Julie.

Chief's Report

Calls: 14 total calls, 0 Fire calls, 14 EMS calls. A76 had 9 transports, and Oly131 had 3.

Staffing and Recruiting: We have successfully brought on the 4 new EMT's we were vetting last month. We are now sitting at 54 volunteers and 4 paid staff. 28 FF's and 21 EMT only and 3 support persons. We are continuing with driver training and that has helped with staffing and our responses to incidents.

Financial Report :

GL Trial Balance cash on hand:	\$476,868.93
Less 03-10-2026 expenses	\$ 74,926.93
Deposits (not yet posted)	\$ <u>0</u>
Remaining cash on hand:	\$401,942.00

Reserves: \$157,495.61

Investment Purchases: \$335,854.16

Training: We have made it through winter, and Sunday is the beginning of daylight savings, Spring is right around the corner, and our fire training will get into full swing. We have been working on medical training with the new EMT's who have begun their EMS careers. We have been spending a lot of time reviewing our processes after medical calls to make sure we identify and address any weaknesses so we can be better for the next call.

SS911: I was unable to attend any meetings.

Fleet Status: We have ordered and paid for the pump for E76. We are awaiting the arrival of the pump to get E76 back in service. I reached out to HME about the possibility of refurbishing E76 and we will be meeting with them soon to see what our options are. They are based out of Wyoming Michigan but are opening a facility in Montana, the most likely shop she will go to. Upgrades to the electrical system and upgrading to locking cabinet doors were discussed. We have completed the service of all our fleet vehicles.

Good of the Order: I have been reviewing the Records Retention Schedule after having a Teams meeting with Megan the Archivist from the WA Secretary of States office. We now not only have the County Government Schedule, but we also have the Fire and Emergency Medical Service Providers Schedule to work as well. My plan is to review the schedules and as the records are gathered, put them in groups so that they are looked at as few times as needed for retention per the schedules and which records need to be archived at the Secretary of States Office in Bellevue. As we complete the first quarter of 2026, we will be looking at the timing for our next fire academy and how many of our current EMT's would like to take a seat. We will reach out to Ruston and Key Peninsula fire departments to see if they would like to again be part of this group. I have been asked to be a speaker at the DPSIC meeting this week, I was going to talk about this year's FF Safety Stand Down topic, but it does not address/relate to any community talking points. We have the Nor Point Preschool visiting this week and next, we always have a great time with the kids and parents. We had our annual visit from the Japanese Exchange Students. There were 5 students this year and we had them in a bunker jacket, gloves and helmets and brought E77 behind the station to let them feel what it takes to flow a little water from an inch and three-quarter hose line and finished in A76 to see some of the equipment we use to assist our citizens. We will also soon be contacted about this year's Salmon Bake, and we have alerted the staff and volunteers about the change in drill schedules at that time. I have been trying to contact Pierce County about the traffic trailer to get it reserved. Brent and I were available to assist Anderson Island Fire Department with some IFSAC testing. We were students and evaluators for their Instructor 1 testing. First time for both of us to visit the Island. Lastly, I will be taking a week off the week of the 16th, long overdue but we are in a good place for me to do that, We also have persons going out for various things and who knows when there will be another opportunity. Commissioner Noll inquired asked Chief Wassall if the department knows what the labor rate will be for the pump repair. Chief noted that the labor repairs are estimated to be approximately between \$3500 to \$5,000

MSO

MSO Adams had the opportunity to recruit for the department as one of the potential affiliates for new EMTs graduating from Pierce College. 25 students were in attendance, and several had good questions regarding the fire service and what they could expect. There have been conversations with Buckley, Riverside, Ruston, and Key Peninsula and they all have substantial backlog of applicants for volunteerism.

The department continues to focus on EMS training needs. Lately the focus has been understanding and learning how to use equipment and recently the department has added being more assertive with patient contacts and assessments. The volunteers can participate with self-initiation and team dynamics for the best outcome to the patient. In the safety meeting we addressed proper PPE for all incidents.

BC Adams reports that WEMSIS data submission report shows the department still marking at 100% with the average scores in our region at 80-90%.

There have been no notable notices from the Tacoma-Pierce County Health Department or from the Washington State Department of Health.

The US Coast Guard Auxiliary held their Boat America course, and the department had 4 members in attendance.

MSO Adams announced the flammable liquids prop is complete! PCFD13 is now scheduling for testing on leaks/safety and preparing to fire off asap.

MSO Adams has been working on the efficient management of EMS supplies and further growth of members exposure and understanding of rig inventories.

Fowler Fire has requested 4 more dates to utilize the PCFD13 facility for testing. During the conversation and coordination with Chief Wassal, the department was able to work out a schedule that would help facilitate more of our members. With the department's plan for FF2 completed in mid-late April, Fowler would like to try a hybrid weekend Inst-1 class to focus on volunteers. The class would take place over two consecutive weekends versus a standard M-F class. Fowler adjusted his classes to help meet future officer classes for us while maintaining their program.

MSO Adams noted a few members will be starting the process of recertification over the next few months, while department members continue to work through proper affiliations of our members as their primary or secondary affiliation.

Commissioner's Report:

Commissioner Bush:

Commissioner Bush attended the Pierce County Commissioners Meeting where they discussed:

- New fire training facility at Bates College.
- W. Pierce Ransom Response at next month's meeting
- Response to the recent flooding
- Lahar drill to be held- it will be the largest in the country

Commissioner Bush said they also discussed best practice ways to contact the public to a Lahar or significant emergency:

- Reverse 911 alert
- News
- Ways to reach higher ground
- Earthquake Tools

Commissioner Malone:

Commissioner Malone discussed the use of the Fire Engineer Training website.

Commissioner Malone noted there was an article about the BP Lighthouse in the Seattle Times.

BPIC general meeting will be later in the evening or March 10.

Commissioner Malone also gave a huge kudos and acknowledgement to Commissioner Bush for rendering CPR to a local Browns Point-Dash Point community member!

Commissioner Noll:

Commissioner Noll inquired if there has been any further discussion regarding the Browns Point -Dash Point Incorporation. None was noted.

Commissioner Noll talked about a training opportunity being hosted by the Pierce County Fire Commissioners Association on Saturday, April 18, 2026, from 9:00 am to 12:00 pm. Attorney Eric Quinn will be presenting "Roles & Responsibilities of Fire Commissioners & Fire Chiefs." The training will be held at SouthSound 911 location.

Commissioner Noll also asked if the SAO report would be posted on the PCFD13 website.

Commissioner Noll asked BC Fitzgerald if he would post a link on the PCFD13 website explaining the proper way to dispose of batteries including a link to a website and include an article about "How to properly dispose of lithium batteries." Commissioner Noll noted there are implications of how to handle lithium batteries as they pertain to the fire department.

Technology/Website

BC Fitzgerald discussed the technology upgrades for the department:

- Internet speed at Station 76 has been increased
- There will be an upgrade at Station 77, but that work will be upcoming.
- Researching possible options and pricing structures for a possible new phone system
- Reviewing timelines for laying cabling
- BC Fitzgerald would like to see if the department can go to a streaming system

BC Fitzgerald talked about the PCFD13 website.

- No new features have been added to the PCFD13 website.
- New classes added to the Fire Engineer Training Site
- New Micro- videos have been created – approximately 3 minutes long. BC Fitzgerald showed an example of the micro video he has created. "How to Dismount (Remove) and mount the GETAC"
- Increased Cyber training

Old Business:

1. District 13 Update

Update on the waterfront area by the Dash Point Pier. The play area will stay in the same area. Regarding the pier everything in the water will come out & all gets replaced. They will be leaving the old pilings.

There is new ownership of the town center. The new management has been very active. There has been discussion about an Indian food restaurant going in place of the teriyaki restaurant. It was noted that there has been a significant changeover at the grocery store. The status of the sand bar is unknown. The Dash Point State Park has been quiet.

2. Rosenbauer Engine Status

Chief sent an email to the Rosenbauer representative, Robert. Several representatives from PCFD13 will be visiting the Rosenbauer assembly plant at an appropriate time to participate in the Mid-Build inspection. A visit is needed to ensure there is conformance to our

order specifications, including several change orders. Rep will send pictures and work on a visitation timeline. Overall Status of the build is unknown.

3. RFA Study Status

The RFA had been having weekly meetings with updates. There have not been any meetings in the last 3 weeks. The RFA study team had a meeting with West Pierce that did not go well. There are no new status updates. It was noted that for the RFA to move forward there only needs to be 2 participants, possibly Fife and Fircrest. Ruston status is unknown.

4. Chief Hire Update

Draft documents have been sent out to community stakeholders. These include a job posting announcement and a job application form. The job description continues to be updated and will be distributed for review soon.

The Commissioners are still considering a Special Meeting in April just to focus on the work products related to the Chief hire selection to proceed in May or June.

The job opening will be posted. There were suggestions on where to post the Fire Chief job opening such as the Daily Dispatch and the Washington Fire Chiefs website.

5. 2026 Legislation/Bill Tracking

HB2451-Tiff Transparency Bill-Requires more communication between developers and special interest groups

HB1997-Cut property Taxes by 10 %

This will be a short session for the senate.

6. Station 76 Paint Project

The paint project is ready. The department is waiting on confirmation. Chief will be reaching out to the contractor to narrow down a date timeline in the contractor's schedule. Chief discussed thoughts on dry time for the stucco. The roll up doors will be red and the building will be a brown.

New Business:

1. Review 2025 Annual Report

The 2025 Annual Report will be worked on. The 2024 Annual Report will be posted to the website.

2. 2026 Academy Schedule

The schedule is being worked on. Start date is TBD. They will cap the candidates at 25.

The department anticipates participation from Ruston and Key Peninsula. PCFD13 will have approximately 10-15. Buckley and PCFD13 are the only two departments that are currently holding volunteer academies. The department is anticipating offering a Fire Fighter 2 and Instructor 1 classes.

3. Schedule Special Meeting

April Timeline. Possibly week of April 20th, 2026. There will be discussions about PCFD13's Business Plan, Capital Facilities, and Strategic Plan. The Special Meeting will be an open public meeting usually taking up a 3-4-hour block.

Public Comments: Chief will possibly be attending Jury Duty the week of March 30th.

ANNOUNCEMENTS: The next regular meeting will be Tues., April 14, 2026.

at 09:00 AM.

ADJOURNMENT: Meeting adjourned at 10:50 AM.

Approved By:

Chairman Noll

Commissioner Malone

Commissioner Bush

Fire Chief/District Secretary