

Commissioner's Meeting

August 11th, 2026, 9:00 AM

Meeting Minutes

Commissioner Noll called the meeting to order at 09:00 AM and led all in the Pledge of Allegiance.

Roll Call led by Commissioner Noll to confirm quorum has been met. Present for the meeting: Commissioner Noll, Commissioner Bush, Commissioner Malone, and Chief Wassall.
Members of the Public and Staff: 5

Agenda:

Prior Minutes July 14, 2026, Regular Meeting Minutes.

Motion- A motion was made by Commissioner Bush to approve the meeting minutes for June 9, 2026, regular meeting.

Seconded by Commissioner Malone.

Passed (Unanimous).

Commissioner Noll requested the minutes maintain a consistent format for dates and times throughout, noting some dates formatted as DDMONYY.

Voucher(s):

Motion- A motion was made by Commissioner Malone to approve vouchers #260802001-260802010 in the amount of \$24,836.43 for Monthly Payroll.

Seconded by Commissioner Bush.

Passed (Unanimous).

Motion- A motion was made by Commissioner Bush to approve vouchers #260803001-260803004 in the amount of \$21,632.68 for Benefits, Taxes & Payroll Taxes.

Seconded by Commissioner Malone.

Passed (Unanimous).

Commissioner Noll asked if fuel for BR 76 is under the Comdata charges, and Chief Wassall confirmed they are. Commissioner Noll asked about the Haas invoice, to which Chief Wassall explained it is used to alert the public to the AID unit during transports. Commissioner Noll asked if the hose testing that occurred is an annual requirement, and Chief Wassall said it is for both the hoses and ladders. Commissioner Noll asked if the new handicapped signs would be posted at ST 77 and ST 76, and Chief Wassall confirmed they would be as their original purpose was for the Salmon Bake.

Motion- A motion was made by Commissioner Malone to approve vouchers #260801001-260801030 in the amount of \$76,466.00 for Monthly Accts. Payable.

Seconded by Commissioner Bush.

Passed (Unanimous).

Motion- A motion was made by Commissioner Bush to approve vouchers #260804001-260804004 in the amount of \$7,247.40 for Additional Accts. Payable.

Seconded by Commissioner Malone.

Passed (Unanimous).

Correspondence: Card from Grant Hosford – Appreciation for the assistance and participation during the Salmon Bake event.

Special Reports and/or Standing Committees:

Chief's Report Update

Calls: 16 total calls, 2 Fire calls, 9 EMS calls, 4 service calls. A76 had 4 transports, Oly131 had 1, NW Ambulance 405 1 and Medic 113 1. BR76 was deployed with a crew of 3 to the Chelan Hills Fire.

Staffing and Recruiting: We are in the “dog days of Summer” and the staffing shows it. Once school starts and most everyone has had their vacations, we will be getting back to stable staffing both day and night shifts. We have been getting a lot of requests for CPR classes, not so many folks wanting to join the department. There is a post on the website when we be looking for applications.

Financial Report:

GL Trial Balance cash on hand:	\$760,610.66
Less 08-11-2026 expenses	\$130,182.51
Deposits (not yet posted)	\$ <u> 0 </u>
Remaining cash on hand:	\$630,428.15

Reserves: \$157,495.61

Investment Purchases: \$340,841.84

Training: We have been concentrating on hose deployments on the fire side. Our OTEP instructor was unavailable in July, B/C Adams covered the material provided. Our Officer Drill was cancelled so we could assist the Salmon Bake with unloading the materials needed to put the event together. We used this as an opportunity for team building; we integrated the current fire academy into the group.

SS911: I attended no meetings. We had B/C Fitzgerald attend the one that I could not attend. He will handle this part of the report.

Fleet Status: We have been scrambling to keep our fleet “in service” all of a sudden. Between new pumps, mirrors, pin holes in the plumbing, foreign materials stuck between the starter and flywheel and a burned-up cab motor, which still needs to be replaced. Chain and circular saw service, it has been one thing after another. This will be brought up tonight.

Good of the Order: Our new SCBA's arrived from Drager, and we have been checking serial numbers against packing slips to be recorded. We will begin putting air in the bottles and charging the batteries to be ready when Drager and Cascade Fire comes out for the official training. B/C Fitzgerald and I have kept FEMA appraised as to where we are so that when everything is ready, we can send FEMA the go ahead for payment. We asked for and received the traffic control trailer from Pierce County to assist with keeping those walking to the event safe and fire lanes clearly marked. This “Bake” we did the same for Handicap Parking; there were no issues with the stalls clearly marked. We had National Hose Testing complete our

annual hose and ladder testing. We lost 2 sections of 5' supply hose. We had extra in the Brush Truck bay. We pulled 300 feet from storage, had it tested and placed into service. All our ladders passed their inspection. On the 16th, we started CVA26-01 fire academy with 16 total recruits. 13 from Browns Point and 3 from Ruston. I have started the Incident Action Plan for our Live Fire Day at North Bend. Richard Curtis reached out to the interested parties about final thoughts before providing the results of the considered RFA with Tacoma Fire Department. I forwarded it to everyone who had provided input. The Department held an Instructor I class and testing. All who took the written test passed, we had 3 who did not do their practical and 1 who did not have a good test day. We will catch up with the 3 and the re-test soon.

If the "new" chief gets sworn in when the Board has planned for it to happen, this will be my last report. I will pass the responsibility to the next chief and if needed advise to a short version from a possible dissertation. It has been an honor to be the Fire Chief of Pierce County Fire District 13. I want to thank the Board of Fire Commissioner's for their patience with me in the beginning and guidance throughout my fire career here from the beginning when I became a recruit in 2009.

MSO Report

Continuing our trend, BPDP still retains a 100% report score for WEMIS data submissions. However, as I reported last month, this last month I reviewed some insurance payment information and noticed some items that caught my attention. I started reviewing insurance information and it shows how we may be missing on full payment from the insurance companies by turning in incomplete (by their standards-not ours) EMS reports. In the report it shows a large portion of disallowed charges and then details on some of the reasons for the adjustments. Examples from 2025: Missing prior insurance carrier EOB, Missing/incomplete info for adjudication, Missing/invalid birth date, Patient not identified as our insured, payable by other insurance, This provider was not certified/eligible to be paid, fee schedule. Most of these examples are out of our control, and a couple have been resolved already. Yet still room for improvement. On a similar note, I was reviewing our batch report for Systems Design and quarter-2 billings. I found three incidents where the mileage seemed incorrect. I was able to

verify actual mileage and correct the reports while Systems Design was able to adjust the tickets after our corrections. This saved one of our customers \$2,000 and the two others about \$300 each. This promoted a closer review of our EMS reporting. While overall we seem to be hitting our targets, I feel this brings up some areas where we can improve our consistency in report writing and data collection. We continue to work on proper SOAP reporting format per policy, and we will add ensuring we are collecting the data we need for proper billing. I will work with IT and BC Fitzgerald to see what it takes to add flags for certain data to be included in our EMS EPCRs. Next, we have noticed a few members that seem to be lacking in their patient assessments and the understanding of the expectations. Even I felt a little rusty on a recent call. Hopefully, we can build the motivation and instigation of our members to be confident and competent EMTs for our community. All of these items will be addressed in tonight's OTEP training. Several items still remain on backorder or allocation. We have been able to maintain our supply levels. These items will be addressed in tonight's OTEP training. We have been invited back to Pierce College for recruiting. I scheduled next Monday the 17th at 0800 for our opportunity to share what Browns Point/Dash Point Fire Department can do for them. Last week instruction building construction with positive feedback. Lastly, I am looking forward to working with BC Fitzgerald to help build a management team to bring him successes, continue our growth within the community at personal and professional levels, and share our experiences for positive coaching/mentoring of all our members for the next 6 or so years. Yes, I do plan to retire... Around 2032...

Commissioner Noll had questions regarding the timeline of PCR reports, and Chief Wassall explained how the PCR process works and how addendums can be submitted.

Commissioner(s) Report:

Commissioner Bush

Commissioner Bush expressed his appreciation for the department assisting with the Salmon Bake event.

Commissioner Malone

Commissioner Malone also thanked everyone for their assistance during the Salmon Bake, and he suggested considering a new EMS tent in a closer location for the Salmon Bake in 2028.

Commissioner Noll

Commissioner Noll mentioned that Fire Protection District 10 in Fife is passing Proposition 1 for bonds to construct a new fire station (71% in early returns). He also noted that the City of Fircrest is passing an EMS lid lift by 80%. Commissioner Noll asked for BC Fitzgerald to consider an article regarding Wildfire Preparation for homeowners for posting to the PCFD #13 website. There was a discussion about how Lake Tapps has been significantly low, and how East Pierce was unable to launch a rescue boat due to this. Commissioner Noll also discussed the annual Snure Laws Update Seminar in October happening in Spokane, and that it would cost \$50 per person for attendance via Zoom.

Technology & Website:

BC Fitzgerald provided an update on the website, saying he added a link for the Dash Point State Park. He noted that we were currently at a Stage 1 Burn Ban but will soon be elevating to a Stage 2 Burn Ban in order to be cohesive with the burn bans in the region. He mentioned how the updates to Fire Engineer Training (FET) has allowed it to be much more user friendly. He altered the ability to get detailed reports from FET regarding WSRB training and improved the OTEP training on FET. BC Fitzgerald said they have an upcoming meeting with US Digital regarding a potential transition to digital station alerting, which would improve the clarity of calls from dispatch throughout the station. BC Fitzgerald attended the South Sound 911 meeting, and there was a presentation from Motorola Sales. BC Fitzgerald noted how our current radios are not upgradable. BC Fitzgerald provided an update on Cybertools and how they have been experiencing many issues, including firewall and Wi-Fi security concerns.

Old Business:**District 13 Update**

Commissioner Noll provided an update on the Lighthouse Terrace construction project, and how the local residents have contacted an attorney. Chief Wassall expressed concerns regarding the number of fire hydrants that will be available. The Commissioners also mentioned their appreciation for the new town center restaurant owner for volunteering to help with the Salmon Bake event.

Rosenbauer Engine Status

Chief Wassall updated the Commissioners on the Rosenbauer Engine status and said it was scheduled to leave the factory on August 17th, 2026. The new engine will go to Spokane,

where Colby will switch out the radios. The new engine will then arrive at ST 77. There was discussion regarding what would be done with E77 upon the arrival of the new engine. It was suggested that perhaps E77 could be traded for a new Brush Truck for PCFD #13. There may be other opportunities beside selling E77 that could benefit the Fire District.

RFA Study Status

Commissioner Noll noted that ESCI provided a final draft of their RFA Feasibility Study to Tacoma Fire. The main conclusion was thatbroad consolidation is not feasible at this time. Tacoma Fire has an aging fleet and facilities, and consolidation would impose obligations on neighboring taxpayers. Comment was also made about cultural differences between career and volunteer departments and the challenges involved in trying to integrate and manage this type of structure. Any chance for FD 13 to be involved in an RFA appear very unlikely at this time.

75th Anniversary Plans

The Commissioners discussed planning for the 75th anniversary of PCFD #13. It was noted that we have created challenge coins and tee shirts to commemorate the anniversary. Selecting a date is dependent upon the new Engine arriving. Commissioner Noll suggested picking a Saturday to display the new Engine for several hours at both the Town Center and at the Dash Point Station, while perhaps serving cake and ice cream.

FD 13 2024 & 2025 Annual Reports (Calls, Training hours, activities, etc.)

Commissioner Noll requested some modifications and improvements for the 2025 Annual Report, as it seemed less extensive than the 2024 Annual Report that was provided. Commissioner Noll would like the 2026 Annual Report to be completed no later than February 2027, as he feels more completeness will improve with future lid lifts. More comprehensive service metrics are important to the Fire Commissioners to fully understand the type and volume of service that are provided to the community.

Executive Session

The Board went into Executive Session per the noted RCW. The Executive Session will last for 19 minutes until 11:15.

RCW 42.30.140(4)(b) *(b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the*

course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.

Regular Meeting resumed at 11:15

It was announced that the Commissioners reviewed the draft Fire Chief Contract and will provide it to Noel Fitzgerald for his review / feedback.

New Business:

New Chief Transition Planning

The Commissioners requested the BC Fitzgerald provide feedback to Commissioner Malone. The feedback provided will determine next steps. BC Fitzgerald could take the oath of office in September if a contract is agreed to. The Commissioners suggested that BC Fitzgerald begin work with Chief Wassall on the budget for next year.

2027 Planning Thoughts

Commissioner Noll noted that in 2027 there will be one year left on the EMS Levy Lid Lift, and how in 2027 we will be in year two of six for the Fire Levy Lid Lift. The Fire District appreciates the financial support provided by the community. Full planning details will emerge as the district transitions with our new Fire Chief.

Public Comments:

Announcements:

Next regular Commissioner's Meeting September 08, 2026, at 9:00 AM if quorum is met.

Meeting Adjourned at 11:29 AM

Approved By:

Chairman Noll

Commissioner Malone

Commissioner Bush

Fire Chief/District Secretary