



## Pierce County Fire District 13

4815 Wa-Tau-Ga Ave. N.E. • Browns Point, WA 98422  
(253) 952-4776 • (253) 925-8889  
www.PCFD13.org

### Minutes Board of Fire Commissioners February 14, 2023

Commissioner Malone called the meeting to order at 9:10 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 (zoom), Commissioner Zuluaga, 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 January 10, 2023, Regular Meeting.

**Seconded Commissioner Zuluaga  
Passed (Unanimous)**

#### Vouchers:

**Motion-**A motion was made by Commissioner Zuluaga to approve vouchers, #17697-17743 in the amount of \$68,244.24 for Monthly Payables.

**Seconded: Commissioner Noll  
Passed (Unanimous)**

**Motion-**A motion was made by Commissioner Zuluaga to approve vouchers, #17745-17745 in the amount of \$5,255.00 for additional monthly Payables.

**Seconded: Commissioner Noll  
Passed (Unanimous)**

**Motion-**A motion was made by Commissioner Noll to approve vouchers, #17744 in the amount of \$10,253.05 for Deposits.

**Seconded: Commissioner Zuluaga  
Passed (Unanimous)**

#### Correspondence:

#### Chiefs Report

#### SPECIAL REPORTS AND/OR STANDING COMMITTEES:

**Calls:** 15 total calls, 1 fire calls, 11, EMS calls, 2 Service Calls and 1 Mutual Aid Call (fire). A76 had 1 transport.

**Staffing and Recruiting:** We have a new intern working 5 days a week. He is from JBLM, and he will be going to fire academy in April. Academy will be held at South Pierce Fire & Rescue. We are trying to send 8 recruits to the academy.

We have 14 Browns Pointer's going to EMT school. South Pierce Fire & Rescue will have 2 attend. Staffing has been hit or miss. We are getting our new FFs on the schedule.

**Financial Report:**

GL Trial Balance cash on hand:	\$219,426.34
Less 02-14-2023 expenses	-73,499.24
Deposits (not yet posted)	<u>\$0</u>
Remaining cash on hand:	\$145,927.10

Reserves: \$582,501.98

**Training:** We have been training in person this year. Our turn out has been good, and everyone is working hard. We expect that as the days get longer, we will be training outside and working on team skills. LT Tapia has completed ICS 300 and 400 classes at the DEM office. LT Dawson now has her CPR instructor credentials.

**SS911:** I missed the Chief's Meeting this month, coverage.

**Fleet Status:** We have an inverter problem with A76. We are working with Braun NW and the maker of the inverter. Looks like we may need to replace it. Do not know at this time if it will be us, Braun, or a secondary company. No idea yet as to cost.

**Good of the Order:** We have gone out and asked for bids to replace the concrete ramp at Station 76. We have 3 bids, all 3 have different ideas on what needs to be replaced and at what thickness. All 3 bids do include rebar and all vendors recommend it. Due to what we are running over the pad. We have been scheduling preschool visits and school demonstrations. Costco has asked us if we could continue to help them with their CPR certifications. Captain Fitzgerald continues to evaluate bringing us to current IT and security standards. He has been going out to the different vendors to see what's available. A/C Adams continues to be in contact with the 3 vendors who would like to build us our next fire truck. We are to the point where we need to be more specific in our wants, so the bids come in apples to apples. Other than 500 gallons and seating for 6, we need to narrow down the other requirements.

**MSO Report:**

MSO Dawson thanked everyone for their continued support.  
OTEP has been cancelled for tonight. Due to it being Valentines Day and family first.  
MSO Dawson has passed EMS evaluator course.  
MSO Dawson will be attending Critical Incident Course in May.  
FEMA funding will end May 11.

**Commissioner(s) Report:**

**Commissioner Malone:**

Discussion on Public Duty Doctrine. City of Seattle case involved 911 call with incorrect dispatch information and impact on the Fire Department response and patient care.  
BPIC is looking into adding communication in quarterly flyers. Life at the Points/Greet Northeast Tacoma have ceased publication. BPIC is trying to get the information out to the community.  
Easter Bunny will be at BPIC in April.

### **Commissioner Noll:**

- Brian Snure Seminars (via Zoom)
  - March 17 – Structuring Volunteer Programs
  - April 7 – Medical Records Management
  - April 22 – live at Suquamish.... Innovations in the Fire Service
- WFOA Webinars
  - 3/14 Volunteers, Pensions & Disability
  - 3/15 Wildland Funding & Forest Health
  - 3/21 State Audits – Prevent Fraud & Improve Audits
  - 3/12 Meet the new Fire Marshal
- Legislative session has started - WFOA Interests
  - Many bills drafted to provide various property tax exemptions (WFOA neutral but could impact (lower) property tax receipts.
  - Vol FF Pension Enhancements (some positive movement on this bill, 1336)
  - Rate of levy limit 1%, bill seeking change to rate of inflation
  - Elections every two years (WFOA opposes)
  - Public records amendments to stop frivolous requests.
  - Increase grant funding for fire districts.
  - Sales tax exemption for purchase of equipment

### **Commissioner Zuluaga:**

Thank You to PCFD#13 for continued support of Norpoint Preschool.  
Commissioner Noll is up for re-election this year.

***Public Information Report***-Presented by (position vacant)

### **OLD BUSINESS:**

#### **1. Dr Min Site Plan Review**

Plan is moving forward with dental office and several apartments.  
Pierce County approved landscape plan with some minor revisions.

#### **2. State Audit**

Additional "Entrance" meeting held January 31, 2023.  
Audit staff came onsite to Station 76 February 1<sup>st</sup> to review information.  
Next status meeting will be Thursday, February 16<sup>th</sup>.  
State Audit results will be presented on March 14, 2023, during the Commissioners meeting.

#### **3. District Technology Evaluation**

Update status created on February 10, 2023, by Captain Fitzgerald.  
Recommendations are:  
Decide on migration to new email service so that email repairs may commence promptly.  
Decide on level of IT support for the District.  
Prepare an RFP for IT services and equipment for publication.  
Prepare an RFP for telecommunication services.

**4. Fire Station Maintenance**

Sta 76 driveway maintenance. Received 3 bids all are different. Commissioner Zuluaga asked for a re-bid from all 3 vendors with our specific guidelines.

**NEW BUSINESS:**

1. Browns Point Station 77 Options:

The Browns Point options included discussion of the November 2022 Lawhead 'Conditions Assessment' report.

Station 77 has had a useful life. Currently, it is substandard and outdated. A major remodel on the existing site does not seem to be cost effective and would lack sufficient capacity to mee basic Fire District equipment storage, staff training and administrative office needs.

Reviewed the Frank Lawhead Master Plan Update document for the potential of constructing a new station on the St Matthew site.

Discussion on having an area for Sheriff's and Department of Emergency Management staff at new build site.

What is the next step with Lawhead?

Source Funding options for either station?

St Matthew's Father Kendall could help with fundraising.

2. State of PCFD13 Volunteer FF Association:

Association must update charity status every year.

Grant money for Marine 77 has been spent.

Radar rack is being installed on Marine 77.

3. BPIC Boat Ramp:

Progress is being made for improved and for frequent cleaning of the boat ramp to allow for ease of boat launching. Several people will have access to the equipment to keep the ramp usable.

**Executive Session: (12:45)**

The Board will be going into executive session pursuant to RCW 42.30.110(1)(f) to receive and evaluate a complaint brought against a public officer or employee. The executive session will be for 20 minutes until 1:05pm.

**Public COMMENTS: None**

**ANNOUNCEMENTS:** The next regular meeting will be Tues., March 14, 2023, at 9:00 AM.

**ADJOURNMENT:** Meeting adjourned at 12:45 pm.

Approved By:

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Chairman Noll

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Commissioner Malone

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Commissioner Zuluaga

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Fire Chief/District Secretary