

Commissioner's Meeting

September 08, 2026, 9:00 AM

Meeting Minutes

Commissioner Noll called the meeting to order at 09:05 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: 3 present & 1 online

Agenda:

Prior Minutes August 11, 2026, Regular Meeting Minutes.

Motion- A motion was made by Commissioner Malone to approve the meeting minutes for August 11, 2026, regular meeting.

Seconded by Commissioner Bush.

Passed (Unanimous).

Motion- A motion was made by Commissioner Malone to approve the meeting minutes for August 26, 2026, commissioner's special meeting.

Seconded by Commissioner Bush.

Passed (Unanimous).

Voucher(s):

Motion- A motion was made by Commissioner Malone to approve vouchers #260901001-260901010 in the amount of \$24,984.60 for Monthly Payroll.

Seconded by Commissioner Bush.

Passed (Unanimous).

Motion- A motion was made by Commissioner Bush to approve vouchers #260902001-260902004 in the amount of \$27,920.31 for Benefits, Taxes & Payroll Taxes.

Seconded by Commissioner Malone.

Passed (Unanimous).

Motion- A motion was made by Commissioner Bush to approve vouchers

#260903001-260903031 in the amount of \$22,618.90 for Monthly Accts. Payable.

Seconded by Commissioner Malone.

Passed (Unanimous).

Correspondence: A reminder postcard regarding the WFCA Conference on October 21st-24th. A postcard was received from PCFD13's volunteer deployment crew while they were working on the Spokane area fires.

Special Reports and/or Standing Committees:

Chief's Report Update

Calls: 27 total calls, 5 Fire calls, 18 EMS calls, 2 service calls. A76 had 9 transports, Oly131 had 1. We were on 2 wildland deployments, BR76 went to Spokane and worked on the Old Trailer and Autumn Lane Fires. Engine 76 went to Okanogan Legion Airport to support the heliport working the many fires in the area. Both BR76 and E76 had 2-week deployments each.

Staffing and Recruiting: We have had challenges with staffing in August with the 2 2-week deployments but for the experience gained by everyone deployed, we found a way to cover our shifts. We continue to receive inquiries about our department; Noel should have a better idea of who is asking about what positions.

Financial Report:

GL Trial Balance cash on hand:	\$646,611.69
Less 09-08-2026 expenses	\$ 75,523.81
Deposits (not yet posted)	\$ 0.00
Remaining cash on hand:	\$571,087.88

Reserves: \$157,495.61

Investment Purchases: \$341,872.34

Training: We have been concentrating on SCBA training to get them in service ASAP. We have everyone except for those who were deployed fit tested to a new mask. We will get the fit

tester back hopefully this week to catch the remaining people. The current academy has been using the new SCBA's so when IFSAC testing in October comes they have had enough time to pass their timed test. Medical training and getting everyone to fully comply with the necessary steps required to complete the training as outlined by the department and Pierce County.

SS911: I attended no meetings.

Fleet Status: We have our new engine at the Rosenbauer facility in Spokane going through final delivery prep. With E76 being deployed, I slowed the delivery down. We could not take our remaining engine out of service to swap out radios and things. May be this week or next. Once the engine arrives, we will need to schedule training for the driver/engineers on how the new engine works. This will be done with Robert Shelley and his schedule. A76 needs an oil change, we will get that and the other department vehicles scheduled for theirs before the end of the year.

Good of the Order: We had 2 deployments in 2 different parts of the State, and each one had a different set of requirements assisting our citizens of the State. I believe it is important to recognize those involved for their sacrifices made during their time away from family and normal work schedules. 8 people in total and 2 of those 8 went on both deployments. Exemplary efforts by all involved. We participated in a little biannual event in Browns Point called "The Browns Point Salmon Bake." We had amazing participation from everyone in the department and the current fire academy. Had an opportunity to see community involvement and the importance of being part of the community. We had a couple of our members get married, congratulations to them and the beginning of their new family's. I also attended a Teams/Zoom meeting with the community and developer for the properties proposed in what is being called "Lighthouse Terrace." Mostly listened but after the break was asked to testify as to what our concerns are. First was having access without having to worry about cars parked on both sides of the road. Second was water and where the hydrants were located and third, having access to the homes behind the homes off the main road. Had several conversations with the Pierce County Fire Marshal's Office and we and the developer agreed the homes behind will have sprinklers installed because of the delayed response and way we would gain

access to those homes. Lastly, we had several of the community members during the deployments assist us with helping them. Some gave us access to water, others provided food and ice which was in the beginning scarce and lastly one gave us access to showers and a place to pitch tents. We thanked them all by providing an anniversary tee shirt, challenge coin, and a patch. I have 2 more to pen a letter and will recognize their assistance to our crews. Captain Tapia has returned all items and keys.

To date we have received one check for reimbursement for the Chelan Fire for \$5,831.30.

MSO Report

Ending quarter 3 and the close of the typical summer, several warnings have come out from the Tacoma-Pierce County Health Department.

- Toxic Algae on Tanwax and Wapato Lakes
- Toxic algae on Whitman and Ohop Lakes

An unproven supplement was being used in Washington for Wildland smoke exposures. The supplement, Glutathione, has not been proven to be safe by many officials. A non-profit run by licensed naturopathic doctors were offering the supplement that has not been FDA approved. The IAFF and other medical providers are looking into the issue. Chief Wassall noted that there has been a breathing treatment available for smoke inhalation. The Chief himself has been on a similar medication before. Chief Wassall noted that this specific treatment used at the recent Spokane Washington fires was not sponsored by the Washington Department of Health.

During BC Adams' recent recruiting session at Pierce College, Hoodspout Fire and Rescue followed and BC Adams stayed and watched their presentation. Chief Sexton, and a crew of three more, put on a PowerPoint presentation and passed out tri-fold flyers. Chief Sexton talked with BC Adams briefly and mentioned that he thought of Pierce County Fire District 13 in a possible collaborative situation with some of his academy students as we put on a very similar program to theirs.

One of the recent topics brought up at the PCFCA EMS Division meeting talked about long-term care facilities. Based on WA DSHS database there are 1068 licensed Adult Family

Homes (AFH) in PC. They can house up to 8, but the average is 5. The issue is when a natural event happens. The example given was the recent wildland fires in the Spokane area and over 200 AFH's had to be evacuated due to the fires. No plan was in place, and it fell on local fire departments.

BC Adams keeps tracking the items that still remain on back-order or allocation. While about 12 items may affect us in the future, Pierce County Fire District 13 has been able to maintain our supply levels.

WA DOH shared some valuable information regarding Suicide and Crisis Resources. 988 resources are available and seekers can call/text 988 or use the 988 Lifeline online to speak with a counselor. This provides support to anyone who has thoughts of suicide, mental health crisis, substance use concerns, worries of a friend or loved one, and any other kind of emotional support.

PCFD13's nearby building construction project continues to move forward. The recruits will have the opportunity to watch a local house being built. Enabling a fantastic view of building construction and the safety of members when the bad things happen.

The PC EMS committee continues to work on the updating of our EMS protocols and skills. BC Adams is looking forward to the new updates and the required trainings to keep our members up to date in the future.

BC Adams is looking forward to Pierce County Fire Districts upcoming changes in leadership as it has presented BC Adams with a bigger desire to be part of the academy class. As BC Fitzgerald and Chief Wassall work through their transition and the new Chieftdom, BC Adams will be focusing on teaching the academy through October when BC Fitzgerald takes over with HazMat.

Commissioner(s) Report:

Commissioner Bush

Commissioner Bush expressed BPIC's appreciation for the department and volunteers assisting with the Salmon Bake event.

Reminded everyone of the upcoming fishing derby. Registration will be on September 12, 2026 and the actual event will take place on September 13, 2026.

Commissioner Malone

Commissioner Malone also thanked the volunteer staff that were deployed to the fires in Eastern Washington.

Commissioner Noll

Commissioner Noll reminded PCFD13 staff that the annual Snure Laws Update Seminar on October 21st will be at 6:30PM happening in Spokane, and that it would cost \$50 per person for attendance via Zoom.

Commissioner Noll was able to direct a community member that he saw at Station 76 to our Station 77 where crews were able to remove a ring stuck on their finger. The community member did stop back by and thank Commissioner Noll for his guidance.

Commissioner Noll noted the email sent that PCFD13 will be receiving a \$2,500 dollar credit from South Sound 911. The credit will be applied towards any current amounts due.

Commissioner Noll noted that the state and county are doing Cyber-security checkups for departments. BC Fitzgerald explained that there is currently a three year wait on the program.

Technology & Website:

BC Fitzgerald provided he had updated the Pierce County Fire District 13 website. 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. BC Fitzgerald will be training Annie Heaslet to manage the website.

BC Fitzgerald will be leaving a bit later to attend a meeting in Spokane to learn more about US Digital & how to install their system infrastructure; which possibly may be used as a new station alerting/warning system. The current station alerting system has a lot of static. The US digital system has multiple options and will have a clear digital voice that operates off of the Wi-Fi network, cell service, and VHS as long as there is power and/or battery backup. There is an installer course which BC Fitzgerald may take to become a certified installer as the alerting

system is required to be put in by an approved installer.

BC Fitzgerald expressed his disappointment with Cybertools service. The Pierce County Fire District 13 would have to give 60-day notice if the department were to end its contract. There was a discussion regarding our internet, fire wall, and intrusion detection. BC Fitzgerald noted that even home networks are being bombarded as often as every 2 minutes with nefarious attempts from Russia and China. BC Fitzgerald expressed that part of his reason for going to Spokane for the class was to consider possibly moving PCFD13 toward managing its own infrastructure with a small back up third party.

BC Fitzgerald met with Pierce County Fire District 13's insurance carrier. He had met with Pierce County Fire District 13's insurance carrier. They discussed the insurance coverage regarding Cyber-security and what requirements would need to be maintained for coverage. Commissioner Noll asked BC Fitzgerald how he liked the revamped Fire Engineering Training (FET) system so far. BC Fitzgerald likes the utilization and notes that the department is using it every day.

Old Business:

District 13 Update

Watchtower project-It appears that the infrastructure for utilities is starting.

Rosenbauer Engine Status

The new truck has arrived at the Spokane location. There was discussion regarding the new truck. Thoughts and questions for the department to consider. Where will A77 be parked? Which truck if any will be earmarked to be sold or possibly traded? Once the new truck arrives is there a way to have a mutual aid contract?

75th Anniversary Plans

The Commissioners discussed planning for the 75th anniversary of PCFD #13. Selecting a date will depend upon the new Engines arrival date. 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. Possibly on October 3rd or 10th to

coincide with October being Fire Prevention Month. What is the best way to get the information out to the community members?

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

Motion- A motion was made by Commissioner Bush to approve the 2024 District Annual Report.

Seconded by Commissioner Malone.

Passed (Unanimous).

The 2025 District Annual Report is a work in progress. They should be improved, enhanced, and have tons of good information.

Commissioner Noll would like to see the 2026 District Annual Report completed by end February 2027 for presentation at the March 2027 meeting.

Policies & Procedures -Availability and Status

Commissioner Noll inquired about the status of the updated Policy & Procedure Manual.

Commissioner Noll asked if there is a digital copy that can be reviewed? BC Fitzgerald explained that as they become available they will be shared on SharePoint. The current Policy and Procedures are available in both print and digital format. Commissioner Noll is having technical challenges getting on SharePoint to review the copies available.

BC Fitzgerald presented a copy of a revised chapter policy and procedure section regarding the Commissioners. BC Fitzgerald presented the board with both a copy that he had gleaned from Lexipol and one that was AI generated for them to review. BC Fitzgerald expressed concern that the current Commissioners Policy and Procedure chapter has conflicting information. BC Fitzgerald questioned whether one of the Commissioners should be the Executive Secretary versus the Chief as there appears to be a loop regarding Chain of Command. District Secretary vs Chief vs Board Member. Commissioner Noll said the Commissioners will read over the suggested revision and let him know their thoughts regarding the policy at the next Commissioner's Meeting.

New Business:

Chief Hire Status

As a result of the Special Commissioners' Meeting a revised contract offer had been made to BC Fitzgerald to become the new chief once Chief Wassall retires. A counteroffer was sent to the Commissioners from BC Fitzgerald. Commissioner Noll felt that there was some flexibility in the counter offer to the Commissioners. BC Fitzgerald discussed his counteroffer concerns. There was a concern about being an "at will" employee versus a one-year contract. BC Fitzgerald asked that a reversion clause be included stating that if there was a reason he needed to step down that he could revert back to his previous position, pay, and benefits. BC Fitzgerald asked for a change in sick & vacation time and increasing his pay compensation from \$105,000 to \$108,500.00.

The Board listened to other proposed contract modifications relating to:

- Length of contract (Article IV)
- Rewording of annual physical exam language (Article VII, Section 2)
- Clarifying language regarding NIMS-ICS Training requirements (Article XII, Section 1)
- Long-term Disability Coverage text (Article XIII, Section 3)

Commissioner Malone will update the draft contract with the Board approved agreements and provide to Noel for his review. If the latest draft is agreeable, further transition planning will take place and be reviewed at the October Commissioner Meeting.

New Chief Transition Planning

Commissioner Noll noted that the commissioners had not seen a transition plan yet.

Commissioner Noll provided a suggested template/outline for what it can look like.

The new contract for BC Fitzgerald to review should be ready in the upcoming week.

Full planning details for the Chief transition will be developed as the contract becomes accepted and signing is scheduled.

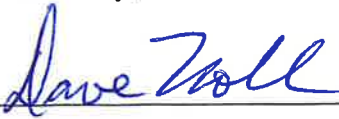
Public Comments: None

Announcements:

Next regular Commissioner's Meeting October 13, 2026, at 9:00 AM if quorum is met.

Meeting Adjourned at 11:31 AM

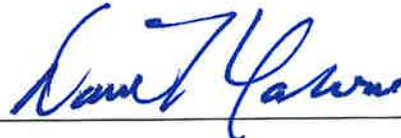
Approved By:

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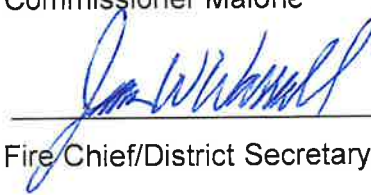
Chairman Noll

A handwritten signature in blue ink, appearing to be "M. Bush".

Commissioner Bush

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Commissioner Malone

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Fire Chief/District Secretary