

**PIERCE COUNTY FIRE DISTRICT 3
WEST PIERCE FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
MEETING MINUTES
JANUARY 15, 2019**

Chair Dalton called the meeting of the Board of Fire Commissioners to order at 5:30 p.m. A quorum was present with all Commissioners in attendance. Also in attendance D/C Tinsley, D/C Roth, A/C Boltz, A/C Norton, and Director Wick. A sign-in sheet was provided for additional attendance.

All rose for the pledge of allegiance.

APPROVAL OF AGENDA

Commissioner Rankin moved to approve the agenda. Commissioner Clancy seconded. Motion approved unanimously.

PRESENTATION

- Life-Saving Awards – Chief Sharp brought forward Jorden Dempsey, JR Martin, and David Fogg. Also brought forward was the patient, Lyle Atterbury, who collapsed in the Bur's Restaurant parking lot on September 9, 2019. Chief Sharp briefed the Board on the incident and how these three citizens stepped in to help save Mr. Atterbury's life. Before medics arrived chest compressions were given and the citizens stepped in to help the medics as additional crews were on their way. Because of the swift and immediate aid Mr. Atterbury received he is with us today. Certificates were given to each of the citizens. Commissioners and Staff thanked the three citizens for their service to their community.

CONSENT AGENDA

The Consent Agenda consisting of Board Minutes of December 04, 2018. Board Minutes of December 28, 2018 – Special meeting. Warrants 56353 through 56422 totaling \$139,322.44. Warrant 56423 totaling \$2,140,814.14. Warrants 56424 through 56515 totaling \$491,175.34. Warrants 56530 through 56592 totaling \$143,223.66. November Alarm Summary. November 30, 2018 Finance Report. December 31, 2018 Finance Report. December payroll \$2,106,265.50. Consent Agenda approved unanimously.

CORRESPONDENCE

- Thank you letter from a citizen.
- Thank you letter from Curran Apple Orchard.
- Thank you letter from EMPACT.

CITIZEN COMMENTS - None

STAFF REPORT

- Chief Update – D/C Tinsley
 - Push back ceremony for our new rig is January 17, 2019 at Station 23.
 - Chief Tinsley briefed the Board on the 911 outage which affected the Nation. WPFR was notified immediately and action was taken to notify all the crews. Social Media was updated and notification was sent to as many as possible. Incident at Station 21 occurred right after the outage and a citizen ran over to Station 21 as there was a small kitchen fire in the apartments across the street.
Chair Dalton asked if there was any back up plan if this happens again. Chief Tinsley briefed the Board on the messaging and stated they would talk about this at Staff.
- Recent Incidents – A/C Boltz
 - Port Orchard tornado which made national news was helped out by one of our engines which was on the strike team.
 - January 5, 2019 there was a windstorm which caused damage to the area. SS911 went into HRL mode and the DOC was set up at Station 21. Things went very well. D/C Tinsley and A/C Norton were at the DOC and things went smoothly with no significant incidents. Lots of lines down, trees in the road but no major damage.
- Financial Update – Director Wick briefed the Board on the recent December financial report that was included in their Board packet. Reviewed the report and the adjustments made. Updated the Board on the 2020 budget that is in process and also the upcoming 2020-2023 levy. Workshops for the levy will include the labor groups. Meetings are set for Feb and March and Captain Bladow will sit in on those for the Levy Committee. Presentation will be brought to the Board at the first meeting in April. Resolution is due to the County by May

8, 2019. Very busy time of the year. Election is the 6th of August. Commissioners Durr, Sheeran, and Dalton will also be running for their Commissioner Board positions.

- Chiefs Report – Chief Sharp briefed the Board:
 - Contract negotiations are complete for Maintenance 1488 and also the PFSAG contract was ratified tonight during the Board meeting.
 - The three Chaplain Contracts and Human Resource personal services contracts are finalized.
 - Lighter year for contracts in 2019 as 2020 will be 1488 firefighter contract.
 - B/C LaRue and B/C Adams will be presenting at FRI this year. This conference is for fire administrators and held in Atlanta. Great opportunity to share our Smoke Alarm Program and the Ketron Island incident.
 - A/C interviews are occurring this week to replace D/C Roth and A/C Norton. 15 applicants have applied. Very excited about the amount of candidates. Hope to have an answer by the end of the week.
 - Tree lighting for UP was December 7, 2018 and December 8, 2018 in Lakewood.
 - Santa at the Station was on the 5th & 12th. Thank you to Herb Cabe for being an amazing Santa.
 - December 13, 2018 was the wrapping party for the Christmas project. Great event to help out the community.
 - PFSAG visited the Senior Center with Santa and helped Rotary with holiday baskets.
 - Chief Sharp and A/C Roth attended the recruit graduation for Nadrece Robinson who is a previous PM/Firefighter who resigned to work for Snohomish County.
 - Quarterly report was included in the Board packet and reviewed the busy last quarter of the year.
 - Kiwanis Fundraiser at McGavick is January 25, 2019.
 - Lions Crab feed January 26, 2019.
 - February 2, 2019 is Caring for Kids event.
 - New hire paramedics have started and are in EMS school to learn the ways of WPFR. Recruit Academy will start in February. May 1, 2019 is Recruit Academy graduation.

NEW BUSINESS – None

ACTION ITEMS

- Resolution #011519-001 – Establish regular commission meeting dates, times and locations for 2019 – Chief Sharp briefed the board on the resolution to establish this information. Quarterly meetings will be held at Station 21.
Commissioner Rankin motioned for approval of Resolution #011519-001 – Resolution to establish meeting dates, times and locations for 2019. Commissioner Sheeran seconded. All approved unanimously.
- Approval of SOP 2010- Employment testing – Chief Sharp commented on the SOP and stated the first reading was at the December 04, 2018 meeting. Changes were made to update the Employment testing procedures.
Commissioner Rankin motioned for approval SOP 2010 – Employment Testing. Commissioner Sheeran seconded. All approved unanimously.

2019 Board Elections

- Chair
- Vice Chair

Commissioner Clancy nominated Commissioner Dalton as Board Chair and Commissioner Sheeran as Vice Chair. Commissioner Rankin motioned for approval. Commissioner Clancy seconded. All approved unanimously.

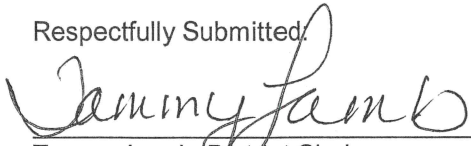
BOARD COMMENTS

- **Commissioner Durr** – Happy New Year. Looking forward to a great 2019.
- **Commissioner Sheeran** – Wished everyone a Happy New Year. Great to see the community involvement with the Bur's incident. Levy time is a great time to recognize the community. Excited to be the Vice Chair for 2019.
- **Commissioner Rankin** – Thanked everyone for their hard work. Glad to see the focus on education. Nice to see the 15 candidates are applying for the new A/C positions. Leg Day is January 24, 2019.
- **Chair Clancy** – Wished everyone a Happy New Year. Thanked all the Commissioners for their hard work in 2018. Thanked Dave Durr for stepping in and Chair Dalton for all his hard work.
- **Chair Dalton** – Looking forward to a New Year and working with the Staff and Crews. Congratulations to Commissioner Sheeran on the new Vice Chair position and thanked Commissioner Clancy for his hard work. Nice to see Lyle Atterbury. Lyle is involved with Caring for Kids.

There being nothing further to come before the Board, the meeting was adjourned at 6:15 PM.

Next meeting February 05, 2019, Station 31 @ 5:30 PM

Respectfully Submitted.



Tammy Lamb, District Clerk



Bart Dalton, Board Chair



Koree Wick, District Secretary