

**PIERCE COUNTY FIRE PROTECTION DISTRICT 3  
WEST PIERCE FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
MEETING MINUTES  
JANUARY 19, 2021**

Chair Dalton called the meeting of the Board of Fire Commissioners to order at 5:30 p.m. This is a Zoom meeting. A quorum was present with all Commissioners in attendance. Also in attendance were D/C Boltz, D/C McCurdy, A/C McGrady, A/C Adams, A/C Fiacchi, A/C Hebeisen, and Director Wick. A sign-in sheet was provided for additional attendance.

**APPROVAL OF AGENDA**

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

**CONSENT AGENDA**

The Consent Agenda consisting of Board Minutes of December 01, 2020. Warrants #61623 through #61678 totaling \$99,332.13. Warrants #61679 through #61761 totaling \$296,788.20. Warrants #61762 through #61817 totaling \$718,797.80. Warrants #61818 through #61835 totaling \$69,971.55. Warrants #61847 through #61874 totaling \$29,471.20. Warrants #61875 through #61935 totaling \$1,248,620.06. Finance Report ending November 30, 2020. Finance Report ending December 31, 2020. December payroll \$2,473,284.45. December 2020 Alarm Summary. November 2020 Alarm Summary

**Consent Agenda approved unanimously.**

**CORRESPONDENCE**

- Thank you letter from the City of Lakewood for the help with the Fallen Officers Food Drive.
- Thank you letter for the help and resources during the Bonney Lake and Sumner area fires.
- Thank you letter to Martin Olmos, Smoke Alarm Coordinator.

**CITIZEN COMMENTS** - No comments at this time.

**NEW BUSINESS** - None

**STAFF REPORT**

• **Recent Incidents – A/C Hebeisen**

- SPI fire was at the warehouse off 512 that makes bed liners, and lining material. Hazardous material inside. Fire was mostly structural. Commissioner Dalton asked how long the fire took to put out. A/C Hebeisen briefed on the fire control and the cleanup.
- A shift had a couple of apartment fires. Both confined to the one unit. Fire under investigation.
- WoodBrook fire was a vacant building. Contained to that apartment building.
- C Shift garage fire that was contained to the garage only.

Thanked Central Pierce Fire & Rescue for all their aid and help with these fires

- **Covid vaccine update – A/C McGrady** briefed the Board on our employees and the numbers who tested positive. 105 were quarantined over the last year. Currently no one is on quarantine. Crews are doing a great job on following PPE requirements.
  - **Vaccine** – Front line is first phase of vaccine rollout. Currently, we have approx. 150 employees who have either completed or are in the pipeline for the vaccine. That is 80% of our staff. A lot of other districts are struggling to get 60%. We are doing well in overall participation. As of yesterday Washington State moved to phase 1B. Currently anyone over the age of 65 or live in multi-generational housing are included in this phase. To check and see if you are eligible go to [findyourphasewa.org](http://findyourphasewa.org). You will answer some questions and it will let you know if you are eligible for the vaccine. It will take you to a site and it will give you all the existing vaccination sites. Anticipate it to be competitive and difficult to get into. The site has been crashing off and on. Health department is working to set up sites in our district. A/C McGrady will send sites and information to the commissioners.
- **Audit update – Director Wick** briefed the Board on the audit exit conference. All commissioners received a direct email from the auditor. Did not have to have a single federal audit but they did a check up on the finding of 2018 and all is fine. Two management letters that will not go in the final report. One was regarding

retirement vacation cash out. SOG has been drafted and also in the 1488 contract. The other management letter was regarding retiree medical. Both of these management letters were laid out and placed in the email to all commissioners. Director Wick briefed the Board on both of these management letters and the explanation for both of them. Audit went very well and auditors were very complimentary of our audit.

- **Chief's Report – Chief Sharp**

- Thank you letter for Martin Olmos who is now our community outreach position. Happy to announce is in an employee and we are excited to have him to connect with our community. Will help us on our next grant to get a Korean speaking coordinator
- 12 new recruits started January. On their way to becoming new EMT's.
- Worked right up until Christmas and have come to an agreement with 1488. Four year contract. Fairly complex agreement. Lots of changes and lot of hard work was done to make this happen. Appreciate all the hard work. Bryan Copeland did a great job of leading as President.
- Grants are opening. AFG operations opened January 4, 2021. Will focus on some Wildland training as well as Paramedic school. Fire Prevention is opening January 25, 2021. Looking into what program we will do to benefit our community.
- The fire at SPI had a lot of equipment that was damaged. We have a contract with a contractor that will go through the equipment and let us know what needs to be thrown out. PCHIT we are hoping can bill the insurance company to reimburse some of the equipment that has been ruined. Director Wick is researching this now. Chief Sharp will also be working on a policy to the Board to get reimbursed for this sort of loss due to hazardous material.
- Virtual meetings have been extended under the Governors emergency orders. Meetings will continue until the Governor changes the emergency orders.
- Annual Larry Saunders award is being given to West Pierce CARES. CARES will be placing an AED in the park at Fort Steilacoom to benefit the community. Really great partnership.
- Chair Dalton had mentioned only having one meeting per month while we are having virtual meetings. Meetings are better the second meeting of the month as far as new business and action items. We will have our next meeting February 16, 2021. At all meetings if any meeting is cancelled there will be an action item in which is approved by the Board.

**Chair Dalton asked for a motion to cancel the February 02, 2021 meeting. Commissioner Clancy motioned. Commissioner Durr seconded. All approved unanimously.**

**ACTION ITEMS - None**

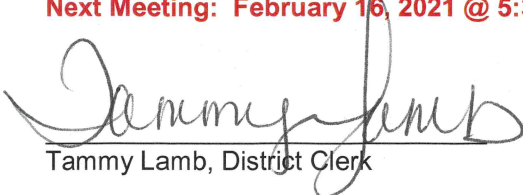
**BOARD COMMENTS**

- **Commissioner Sheeran** – Glad to see everyone safe. Happy New Year.
- **Commissioner Clancy** - Happy New Year. Looking forward to a great 2021 and wished everyone the best.
- **Commissioner Rankin** – WFCA will not have any conferences until October. All conferences will be web based. Hopeful by October they can have winter conference.
- **Commissioner Durr** – Glad to see everyone is safe from the Hazardous material fire. Sounded well executed and very proud of everyone. Happy New Year and see you next month.
- **Chair Dalton** – Happy New Year and hopes to see things go back to normal.

**ADJOURNMENT**

There being nothing further to bring to the Board Commissioner Dalton adjourned the meeting at 6:05

**Next Meeting: February 16, 2021 @ 5:30/Zoom**

  
Tammy Lamb, District Clerk

  
Bart Dalton, Board Chair

  
Koree Wick, District Secretary