

**PIERCE COUNTY FIRE PROTECTION DISTRICT 3
WEST PIERCE FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
MEETING MINUTES
MARCH 16, 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, and Director Wick. A sign-in sheet was provided for additional attendance.

APPROVAL OF AGENDA

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

CONSENT AGENDA

The Consent Agenda consisting of Board Minutes of February 16, 2021. Warrants #62271 through #62316 totaling \$513,250.45. Warrants #62317 through #62418 totaling \$215,121.45. Finance Report ending February 28, 2021. February payroll \$2,941,898.81. February 2021 Alarm Summary
Consent Agenda approved unanimously.

CORRESPONDENCE

- Thank you letter from St. Claire Hospital to Engine 20 & Medic 20.

CITIZEN COMMENTS - No comments at this time.

STAFF REPORT

- Recent Incidents – D/C Boltz briefed the Board on three major incidents that occurred:
 - Commercial structure fire that was off 27th & Bridgeport Way was a two alarm fire. Unit was on the end of a strip mall and crews did an amazing job of putting the fire out.
 - Second incident was on I5 and was a domestic violence act where both victims were transported. Incident was on the news. A State Trooper tackled the shooter as the gun jammed.
 - Water rescue on American Lake. B/C LaRue did a fantastic job of getting crews to the scene and responding quickly. Got a good location on the patient and both Marine units were in the water after 8 minutes. Patient was located and out of the water 13 minutes later. Rider of the Jet Ski was wearing a life vest.
- COVID Update A/C McGrady briefed the Board on the updates with the vaccines and the partnering with Tacoma Health Department to offer help at vaccine sites. Continuing discussion with the health dept. to help move into the next phase. Briefed the Board on the phase updates and the continuation of work with the health department. Updated the Board on the move to phase 3 and WPFR will continue to follow same protocol we are currently under. A/C McGrady will follow the CDC, L&I and State Guidelines closely. A/C McGrady has been keeping track of COVID rates and we are continuing to trend down. Will reevaluate guidelines as the trend changes.
- Chief's Report –Chief Sharp briefed the Board:
 - Annual Report – The Board received a copy of the report for review. Chief Sharp commented on the contents and thanked everyone involved for their input.
 - Briefed the Board on the grants we have applied for with AFG. Wildland training grant, Paramedic Grant, which is a Regional grant with Gig Harbor Fire & Medic One, Fire Prevention grant which is a regional grant with Steilacoom for a smoke detector program, SAFER grant request was for 13 additional firefighters. SAFER is fully funded this year with no match. Fingers crossed we hear something in the next few months. This is the first year that all three grants came out within the first three weeks of the year.

NEW BUSINESS – First reading of SOP 1040 – Procurement – Director Wick briefed the Board on the documents in which were in the Board packet and the changes needed to be made per audit recommendations. Briefed the Board on the changes made and language cleaned up with resolution language. This is a first reading and approval will be at the next meeting.

ACTION ITEMS

- Cancel April 06, 2021, Board of Commissioners meeting.

Chair Dalton called for a motion. Commissioner Clancy motioned. Commissioner Durr Seconded. All approved unanimously.

- Resolution #031621-002 – Resolution to amend a prior resolution to update the maximum amount of reimbursement of capital expenditures – Director Wick briefed the Board on this resolution and the update is the maximum amount of reimbursement being increased from \$3.1 million to \$4 million. Briefed the Board on the need to increase this amount.

Chair Dalton called for a motion. Commissioner Rankin motioned. Commissioner Sheeran seconded. All approved unanimously.

- Resolution #031621-003 – Resolution authorizing the acquisition of personal property and execution of a financing contract and related documentation relating to the acquisition of said personal property – Director Wick briefed the Board on the need for the resolution to execute a financing contract and other elated documentation relating to said purchase.
- **Chair Dalton called for a motion. Commissioner Rankin motioned. Commissioner Sheeran Seconded. All approved unanimously.**
- Resolution #031621-004 – Resolution adopting policy on electronic signatures and electronic records – Director Wick briefed the Board and stated the State is requiring electronic signatures and this resolution allows that.

Chair Dalton called for a motion. Commissioner Rankin motioned. Commissioner Sheeran Seconded. All approved unanimously.

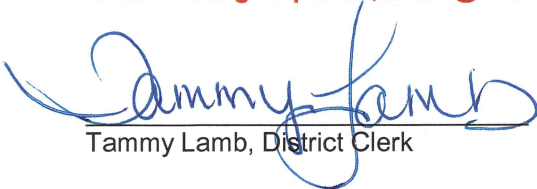
BOARD COMMENTS

- **Commissioner Sheeran** – Thrilled we are going to be paying for items with the difficult times during this pandemic.
- **Commissioner Clancy** - Dittoed Commissioner Durr's comments.
- **Commissioner Rankin** – Commented on the Annual Report and the addition of the Squad. Chief Sharp briefed the Board on the addition of the squad and the details.
- **Commissioner Durr** – Read over the annual report and thought it looked great. Proud of this department.
- **Chair Dalton** – Thanked everyone for their hard work. Thanked Tammy for her hard work on the grants. Hopeful to get the SAFER grant.

ADJOURNMENT

There being nothing further to bring to the Board Commissioner Dalton adjourned the meeting at 5:52.

Next Meeting: April 20, 2021 @ 5:30/Zoom



Tammy Lamb, District Clerk



Bart Dalton, Board Chair



Koree Wick, District Secretary