

PIERCE COUNTY FIRE PROTECTION DISTRICT #3  
WEST PIERCE FIRE & RESCUE.  
BOARD OF COMMISSIONERS 5:30  
MEETING MINUTES  
JULY 15, 2025

Chair Dalton called the meeting of the Board of Fire Commissioners to order at 5:30. A quorum was present with Commissioner Casebolt excused. Also, in attendance were, A/C McGrady, A/C Adams, A/C Dobbs, D/C Boltz, D/C McCurdy, and Director Wick,

**CALL MEETING TO ORDER**

- Pledge of Allegiance

**APPROVAL OF AGENDA**

Chair Dalton called for a motion for approval of agenda. Commissioner Clancy motioned. Commissioner Durr seconded. All approved unanimously.

**PROMOTION**

- Prevention Captain – Dave Shepherd – Chief Sharp called forward Dave Shepherd. Read Dave his promotion letter. Called B/C Garrels forward to give Dave his new red helmet. His girlfriend, Dinah, pinned his new badge. Everyone congratulated Dave on his new role and thanked him for his dedication and service

Chair Dalton adjourned the meeting at 5:35 for pictures and congrats. Chair Dalton called the meeting back to order at 5:41.

**CONSENT AGENDA**

Board Minutes of June 03, 2025. Warrants #74862 through #74931 totaling \$184,965.20. Warrants #75032 through #75072 totaling \$76,019.91. Capital Project Warrant #74947 through #74951 totaling \$889,814.36. Warrants #75075 through #75131 totaling \$157,110.55. Warrants #75073 through #75074 totaling \$4,420.00. Warrants #75155 through #75158 totaling \$91,173.79. Warrants #75132 through #75154 totaling \$32,129.66. Warrants #75168 through #75230 totaling \$424,557.14. Warrants #75231 through #75279 totaling \$683,579.61. Warrants #75279 through #75338 totaling \$165,102.53. Finance report ending May 31, 2025. May Alarm Summary. June Alarm Summary. May payroll \$4,137,698.51. June payroll \$3,900,483.67.

**CORRESPONDENCE**

- Thank you letter from Gig Harbor Fire & Medic One for outstanding efforts and preparedness during the recent Maritime Festival.
- Letter of appreciation from citizens for a boat who lost power and the Endeavor towed them in.
- Thank you card from SS911 to Chief Sharp for the Tech Services Interview process.

**CITIZEN COMMENTS**

**STAFF REPORT**

- Recent Incidents – A/C McGrady briefed the Board:
  - 220 calls over the week. 23 fireworks related incidents.
  - Three fires over the weekend. No injuries.
  - 85 calls on the fourth. Lots of great work in a short amount of time.
  - No reported injuries from fireworks related fires.
- Chiefs Report - Chief Sharp briefed the Board:
  - Chief Sharp gave the Commissioners his letter of intent to retire. Chief Sharp briefed the Board that the department is in good hands and it is time for him to step back. Will work with the Board to find a candidate. Chief Sharp will work with the Board directly as far as a plan to select the recruitment process. Will follow-up after the meeting.

- Approached by the City of Tacoma regarding a Regional Fire Authority. Chief Sharp briefed the Board regarding the reach out of Tacoma Fire to see the interest, if any, to get information. At this point they are reaching out to see who may be interested. Being a part of the process does not state we are interested. Wants the Board to be aware and if they are interested.  
**Commissioner Dellinger shared interest. Commissioner Durr asked the Chiefs opinion on any interest.** Chief Sharp briefed the Board on his thoughts. Would like to get educated on the subject. An educated no is the best process. **Chair Dalton feels we are ok for right now, but feels that more education is the best. At least hear what they have to say. Commissioner Clancy feels that we are in a good position and does not want to see the change.** Feels WPFR is the best it has been and the city is not the direction we need to go. Chief Sharp will keep the Board updated and briefed.
- Transport information for Medicare patients may have a reduction in collection rates moving forward. Will keep the Board updated when more information comes in.
- WSRB rating was approved at a 2. Kudos to A/C Dobbs for his hard work and getting us from a 3 to a 2 rating. This is a big lift. Not many departments in the state who have this rating. Very proud.
- June 7<sup>th</sup> was open house was a big success.
- June 10<sup>th</sup> Chief was involved in the Lakewood City Manager process.
- June 24<sup>th</sup> gave a presentation to Kiwanis
- June 24<sup>th</sup> was the Youth Academy Graduation. Lots of fun and a great turnout. Lots of family and friends.
- July 19<sup>th</sup> is Summerfest.
- August 7<sup>th</sup> is Kiwanis golf tourney

#### **ACTION ITEMS**

- Resolution #071525-005 - Exemption from Index of Public Records – Briefed the Board on this resolution. Cumbersome process. Law says if it is too burdensome, we can be exempt.
- **Chair Dalton called for a motion of approval for Resolution #071525-005. Resolution asking for exemption from Index of Public Records.**  
**Commissioner Dellinger motioned. Commissioner Durr seconded. All approved unanimously**
- Update to Fire Chief Job Description – Motion to approve updates to the Fire Chief Job description which can only be approved by the Board. Briefed the Board on the updates on all contracts. Bringing the Chief job description up to those changes. Raised the bar on the educational requirements.  
**Chair Dalton called for a motion to approve updates to the Fire Chief job description. Commissioner Clancy motioned. Commissioner Dellinger seconded. All approved unanimously**
- Job Description for Assistant Director of Administration and Finance – Motion to approve the new job description. Chief Sharp briefed the Board on the new job description and the reasoning behind this position. Feels we have a weak spot in staff and this position will fill succession and back up when Finance Director is out on vacation or out of office. With the new FBC this position is vital to maintain the funding.  
**Chair Dalton called for a motion to approved the new job description for an Assistant Director of Administration and finance.**  
**Commissioner Dellinger motioned. Commissioner Clancy seconded. All approved unanimously**
- Cancel the August 5, 2025 Board of Commissioners meeting – National Night Out.  
**Chair Dalton called for a motion to cancel the August 5, 2025 Board of Commissioner meeting.**  
**Commissioner Dellinger motioned. Commissioner Clancy seconded. All approved unanimously.**

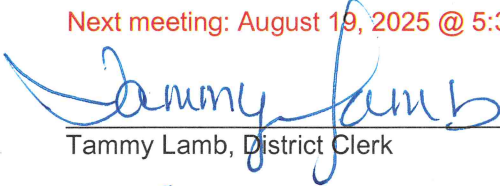
## BOARD COMMENTS

- **Commissioner Dellinger** – Dittoed the comments. Sad he is leaving but happy for his retirement. Excited to see where the department goes with new leadership. Puget Sound Firefighters Pipes and Drums attended the memorial services for the Idaho firefighters. Thanked the department for their support.
- **Commissioner Durr** – Thanked Chief Sharp for his hard work. His leadership is generous and he is grateful. Congratulations
- **Commissioner Clancy** – Congratulations to Dave Shepherd. Loves promotions.
- **Chair Dalton** – Thanked Chief for his hard work and dedication. Great to have a great Executive Staff to choose a new Chief. Great to know the experience is there. Congratulated Chief Sharp.

## ADJOURNMENT

There being nothing further to bring to the Board, Chair Dalton adjourned the meeting at 6:06 PM.

Next meeting: August 19, 2025 @ 5:30 Station 31.

  
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Tammy Lamb, District Clerk

  
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Bart Dalton, Board Chair

  
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Koree Wick, District Secretary