

PIERCE COUNTY FIRE PROTECTION DISTRICT #3  
WEST PIERCE FIRE & RESCUE.  
BOARD OF COMMISSIONERS 5:30  
MEETING MINUTES  
SEPTEMBER 02, 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, D/C McCurdy, A/C Hebeisen, A/C Dobbs, 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.

**CONSENT AGENDA**

Board Minutes of August 19, 2025. Warrants Capital Project #75645 through #75651 totaling \$260,729.82. Warrants #75574 through #75644 totaling \$159,396.04. Warrant #75669 through #75702 totaling \$81,078.11. Warrants #75711 through #75760 totaling \$176,220.91. Finance report ending July 31, 2025. July Alarm Summary.

**CORRESPONDENCE** – Thank you letter from East Pierce Fire & Rescue – Chief Sharp briefed the Board on the memorial and WPFR backed up stations and sent engines to honor this Deputy Chief.

**CITIZEN COMMENTS**

**STAFF REPORT**

- Recent Incidents – None – Chair Dalton asked about an incident which occurred behind House of donuts. Chief Sharp will be looking into the incident and will follow up with the Board.
- Chiefs Report – Chief Sharp briefed the Board:
  - August 21 & 28th- Desserts in the Driveway attended by Chief Sharp & D/C McCurdy.
  - Director Wick updated the Board on the budget and audit which was supposed to start today, and will be occurring soon. Request for entrance conference will be declined and an auditor was assigned and she will follow up soon.
  - Budget workshop is Monday. Two Commissioners are invited. 10:00 is the time. Commissioner Durr and Commissioner Dellinger will be in attendance. Tammy will send out the invite.
  - Land update – Still searching for land to build a fire station. Still in talks with previous owner but they are slow to respond. Another property has come forward for ownership and an offer is going to be made. Will make a response and see if they respond and if counter offer is on the table. Briefed the Board on other offers and possibilities. Three properties that are currently being looked at. Will update with more information soon.
  - Lakewood has a new City Manager, Doug Russell. Started on August 25<sup>th</sup> and confident he will do a great job. WPFR looks forward to working with him.
  - Officially have a 4<sup>th</sup> Platoon at WPFR. Different way to structure a work schedule. No more K days. Looking forward to a 4<sup>th</sup> platoon starting January 1, 2026. Will begin to work on specialties, vacations and disciplines. Lots of work ahead but this step is the biggest.
  - Received Pics of new engine and hope to have in service January 1, 2026.
  - Briefed the Board on the new D shift platoon and the system of days off and debit days. Four platoon helps to fill vacancies which creates better crew integrity.
  - August 23<sup>rd</sup> was University Place Birthday Bash. The event was well attended and lots of fun

- September 11<sup>th</sup> coming up soon. Remembrance ceremony at 5:30 at Station 31 in the front area park.

#### ACTION ITEMS

- Request for Action – Update Fire Chief Job Description – Chief Sharp briefed the Board on the first meeting of the Fire Chief Recruitment. Changes were made to the current job description. New job description reflects what the recruitment team felt was needed. Chief Sharp briefed the Board on the wording change and the reasoning for the change. Strike Chief Officer and placed Deputy Chief, Assistant Chief or Director.  
**Chair Dalton called for a motion to approve the Update to the Fire Chief Job Description. Commissioner Durr motioned. Commissioner Dellinger seconded. All approved unanimously**

#### BOARD COMMENTS

- **Commissioner Dellinger** – Excited about the possibility of a new station and looking forward to the four platoons.
- **Commissioner Durr** – Thanked everyone for their hard work.
- **Commissioner Clancy** – Nice to see the changes and hard work done by crews and staff.
- **Chair Dalton** – Excited about the changes and upcoming work. Thanked everyone for their hard work and dedication.

**Chair Dalton adjourned the meeting at 5:50 for Executive Session.**

#### EXECUTIVE SESSION

- 42.30.110 (g) – 30 Minute Executive Session to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.  
**At 6:20 Chair Dalton requested a 15-minute extension.**  
**Chair Dalton adjourned the Executive Session at 6:35.**

#### ADJOURNMENT

There being nothing further to bring to the Board, Chair Dalton adjourned the meeting at 6:36 PM

**Next meeting: September 16, 2025 @ 5:30 Station 31.**

Tammy Lamb, District Clerk

*Koree Wick*

Koree Wick, District Secretary

*John Clancy*  
~~Bart Dalton, Board Chair~~  
**JOHN CLANCY ~ VICE CHAIR**