

**PIERCE COUNTY FIRE DISTRICT 3
WEST PIERCE FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
MEETING MINUTES
SEPTEMBER 18, 2018**

Chair Dalton called the meeting of the Board of Fire Commissioners to order at 5:31 p.m. A quorum was present with all Commissioners in attendance. Also in attendance D/C Roth, D/C Tinsley, A/C Norton, A/C McCurdy, A/C Boltz, Director Wick and Communications Manager Weekes. A sign-in sheet was provided for additional attendance. This was a meeting at Station 21.

All rose for the pledge of allegiance.

APPROVAL OF AGENDA

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

PRESENTATION

- Paramedic – FF Webb – Chief Sharp noted the importance of EMS and having dedicated paramedics. He mentioned the difficulty of the year-long paramedic program and FF Webb's high level of dedication. Chief Sharp read his memo to her, which congratulated her on being the class valedictorian, among many other things. FF Webb's husband, Jimmy, pinned the paramedic caducei on her collar.
- Paramedic - FF Coppinger – FF Coppinger was absent due to his duties in the Air Force reserve. He will return in January. Chief Sharp acknowledged his hard work.
- Shift Medical Services Officers (MSOs) – Chief Sharp acknowledged it was becoming increasingly challenging to keep up with growing EMS needs. The MSOs will assist the EMS division at the shift level and help establish these MSO positions from the ground up, effective August 2018. Chief Sharp read a letter thanking and congratulating each MSO.
 - FF/PM Travis Smith – Captain Zecher pinned the captain's badge.
 - FF/PM Newton – MSO Newton was pinned with a captain's badge by his wife Amy and daughters.
 - FF/PM Dockstader – Absent, however Chief Sharp recognized his hard work.

Chair Dalton adjourned meeting at 5:41 for congratulations and pictures.

Chair Dalton called the meeting back to order at 5:53.

CONSENT AGENDA

The Consent Agenda consisting of Board Minutes of September 04, 2018. Warrant 55748 totaling \$362.40. Warrants 55749 through 55833 totaling \$175,350.58. August payroll \$2,282,865.75. August 2018 Finance Report.

Consent Agenda approved unanimously.

CORRESPONDENCE

- Thank you card from Renee Owings
- Thank you card from Lakewood Conservative Baptist Church members
- Letter from City of Lakewood – "First Impressions Matter"

CITIZEN COMMENTS – None

STAFF REPORT

- Audit – Director Wick reported the audit began last Thursday. She mentioned that this year's auditor, Wolsey Bradley, commented it is a pleasure to perform an audit at West Pierce. He is working upstairs for the next several weeks at Station 31. Director Wick reported there is not a single federal audit this year because WPFR did not expend enough to meet the threshold that requires that audit. She will continue to provide updates on the progress of the audit as time goes.
- Budget – Director Wick reported that work on the 2019 budget started earlier this summer. This year, the division heads are working with labor leaders in budget workshops. 2019 is the last year of the 4 year levy. She reminded everyone that there is a 1% cap on regular and EMS levies and that WPFR hit the cap this year, so next year will be affected. WPFR's primary assessed value was reported at the County Chief's Meeting to be the highest in the county at just under 13%. The 2019 budget will be presented to the Board of Fire Commissioners at the first meeting in November, allowing for 2 weeks of fine tuning before finalizing at the next board meeting. The budget is due to the county at the end of November.

- Chief's Report –
 - 9/11 Ceremonies – Chief Sharp reported that WPFRR participated in two 9/11 ceremonies. The presentation at Lakewood City Hall was held during the Farmer's Market, so it was very well attended. The evening ceremony at Station 31 was also well attended, and Congressman Denny Heck was a guest speaker.
 - FF/PM Hiring Update – With 59 applicants, 48 candidates scheduled to continue with testing. The written exam will be conducted on 9/22 and 9/24. The oral boards will be scheduled for mid-October and the list will be posted in November. The anticipated date of hire will be January 3, 2019.
 - A meeting with West Pierce, Central Pierce, East Pierce and IAFF Locals will occur tomorrow. In attendance will be the three fire chiefs and the 3 labor leaders. That meeting will result in a better idea of the direction in which the three departments are going.
 - Steve Hodge was awarded the Washington Fire Chiefs Mechanic of the Year by a vote of his peers. Chief Sharp and D/C Roth traveled to the WFC conference in Wenatchee last week to support Steve in accepting this award. Steve has a history of being very active on boards and committees and has been working as a fire service fleet mechanic and manager for decades. Chief Sharp congratulated Steve on this paramount, well-deserved award.
 - Captain Zieseniss has been deployed to the East Coast for approximately 2 weeks to help with the hurricane.
 - October 16th Board meeting –
 - Tim LaRue will do a brief presentation on the Ketron Island plane crash.
 - Ron Sheckler, a Ketron Island resident, will be presented to the board in acknowledgement of his much appreciated assistance in the aftermath of the plane crash.
 - Upcoming Events –
 - 09/27 Metropolitan Development Council Share Breakfast – Will be attended by Director Wick
 - 10/02 Caring for Kids Oktoberfest Takeover at The Ram

NEW BUSINESS – None

ACTION ITEMS

- Resolution #091818-007 – Resolution declaring item surplus to the needs of the District. Chief Sharp expressed the need to surplus an old axel.
Chair Dalton asked for motion for approval of Resolution #091818-007. Commissioner Rankin motioned. Commissioner Sheeran seconded. All approved unanimously.
- Resolution #091818-008 – Resolution declaring item surplus to the needs of the District. Chief Sharp reported West Pierce is using Anderson Island's (District 27) fire boat, per an agreement with them, due to the WPFRR fire boat undergoing major repairs. The payment for this agreement is \$1000 a year, but due to the length of time WPFRR needs to borrow their boat, executive staff feels this yearly sum is not intended to cover the cost of such extensive use. This intent of this resolution is to accelerate the process of upgrading the portable pump on the WPFRR lake boat and surplus that pump to replace District 27's aging pump of the same kind as additional payment for permitting the extensive use of their boat.
Chair Dalton asked for motion for approval of Resolution #091818-008. Commissioner Rankin motioned. Commissioner Clancy seconded. All approved unanimously.

BOARD COMMENTS

- **Commissioner Durr** – Commented it is such an honor to be here and found it enjoyable meeting new people and putting faces with names. Thanked everyone for their hard work.
- **Commissioner Sheeran** – Appreciated seeing people from all levels of the organization at tonight's meeting. Commented it was great to see a new paramedic promotion and the new MSOs, which sounds like a great new program. Thanked everyone.
- **Commissioner Clancy** – Recognized Steve Hodge's accomplishment and commented on what a great honor the award is.
- **Commissioner Rankin** – Congratulated those who received promotions. Appreciated that the new personnel talked to him and thought it was outstanding to see their passion for the job and how thankful they are for the opportunity to work at West Pierce. He is proud to be at a place where the strength and attitude about working here is great. Thanked everyone. Announced that he received a letter yesterday stating Riverside Fire & Rescue Fire Commissioner Karen Megran passed away from ALS on Saturday. Funeral services will be announced later on. The P.C. Fire Commissioners Association will meet on September 27, 2018 at South Pierce at 7pm. The State Commissioners Association Conference will be held in Yakima October 24-27, he will be attending.

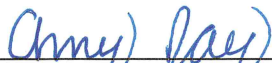
- **Chair Dalton** – Loved the meet and greet for the opportunity to get to know more people. Wants to do a ride along. Congratulated Steve Hodge and acknowledged that he has the respect of the community. Congratulated promotions of paramedics and MSOs. Thanked everyone for their hard work.

ADJOURNMENT

There being nothing further to come before the Board, the meeting was adjourned at 6:17.

Next meeting October 02, 2018, Station 31 @ 5:30pm

Respectfully Submitted:



Amy Jay, Administrative Assistant



Bart Dalton, Board Chair



Koree Wick, District Secretary