

**PIERCE COUNTY FIRE DISTRICT 3  
WEST PIERCE FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
MEETING MINUTES  
NOVEMBER 19, 2019**

Chair Dalton called the meeting of the Board of Fire Commissioners to order at 5:31 p.m. A quorum was present with Commissioner Clancy and Commissioner Sheeran excused. Also in attendance D/C Tinsley, A/C McGrady, A/C Boltz, and Director Wick. A sign-in sheet was provided for additional attendance.

All rose for the pledge of allegiance.

**APPROVAL OF AGENDA**

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

**PRESENTATION**

- Life Saving award – Scott & Susan Bigler – Chief Sharp commented to the Board on the incident on October 19, 2019 of the water rescue on Puget Sound. Scott and Susan heard someone calling for help and called 911. Scott stayed on the phone and Susan kept an eye on the patient. The Endeavor crew was fortunately down working on the boat. Crews were able to respond quickly and rescued the patient before he was about to go under the cold frigid water. Without the help of these citizens the outcome would have been much different. Chief Sharp presented them both with a Life Saving award. Commissioners and Staff congratulated and thanked Scott and Susan Bigler for their selfless act.
- Promotion – Beth Frohlich – Finance Manager – Chief Sharp invited Beth Frohlich up to the front and read her the letter of promotion. Chief Sharp briefed the Board on Beth's career and thanked her for her hard work. Commented that he is excited to see her in her new role as Finance Manager. Commissioners and Staff congratulated Beth on her promotion

**CONSENT AGENDA**

The Consent Agenda consisting of Board Minutes from November 05, 2019. Warrant #58785 totaling \$10,909.52.  
**Consent Agenda approved unanimously.**

**CORRESPONDENCE - None**

**CITIZEN COMMENTS - None**

**STAFF REPORT**

- Recent Incidents – Chief Sharp
  - Chief Sharp briefed the Board on the incident on Monday night on I5. Crews were originally dispatched to a semi-truck that had caught on fire. While on scene they were notified that a high speed police chase was occurring in Thurston County. Within seconds the car that was being chased plowed through and hit a Tender from CPFR and a couple of State Patrol cars. Fortunately, the engine was placed out of the way of the accident and was not hit. Chief Sharp commented the scene was set up to protect the responders and all safety precautions were followed to help keep them safe. Very lucky that no responders were hurt. Passenger and Driver were transported with injuries to local hospitals.
- Chiefs Report – Chief Sharp briefed the Board:
  - Received a grant for SCBA masks from TEW, 10 masks for WPFR, 10 for EPFR and 6 for GHMO.
  - Completed GEMT cost report from prior year costs to calculate costs for 2020-2021.
  - Community events:
    - Peoples Gather at PLU. Gathering of businesses to talk about race relations and minority group involvement for different sectors of business.
    - November 12 & 13<sup>th</sup> staff attended an Ethics Leadership conference. Great Information
    - November 13 & 14 staff and the Local attended the No Secrets Symposium in Olympia. Great opportunity to work with the Local
  - Upcoming events:
    - November 21, 2019 is the PCFCA leadership conference at BATES.
    - November 21, 2019 WPFR is hosting the Pierce County Commissioners meeting at Station 21.
    - Empty Bowls event is Saturday the 23<sup>rd</sup> at Charles Wright Academy

- Tuesday the 26<sup>th</sup> is the Lakewood Police Departments Food drive. Great day with lots of involvement with LPD and WPFR.

## NEW BUSINESS - None

## ACTION ITEMS

- Resolution 111919-020 – Resolution, sole source justification to use exclusive authorized distributor – Chief Sharp briefed the Board on the 17 new recruits that two sets of bunker gear needs to be purchased for. The dollar amount is over the \$75K threshold and needs to be approved by the Board. This purchase is a sole source purchase as Global is the sole source for this bunker gear. The documents were given to the Board before the meeting to review. Action taken includes the documents needed for the auditor for legitimate reasoning for sole source.  
**Commissioner Rankin commented if bringing this action to a meeting without the RFA being in the Board packet would happen often.** Director Wick commented that any sole source over \$75K would require Board approval but this transaction is not the norm as this is a large class for recruit academy. Briefed the Board on the sole source process and the auditor requirements.  
**Chair Dalton asked for approval of Resolutions 111919-020. Commissioner Rankin motioned for approval. Commissioner Durr seconded. All approved unanimously.**

## BOARD COMMENTS

- **Commissioner Rankin** – December 5, 2019 is the PCFCA annual banquet. 6 PM at the Tacoma Country Club. Thanked everyone who was involved in the sole source action requirement.
- **Commissioner Durr** – Visited Ted and Carol Weir and wanted to pass along their greetings to everyone.
- **Chair Dalton** – Thanked everyone for their hard work and time. Commented on the hard work on the I5 incident. Nice to see that everyone was safe and all the training and hard work on safety is paying off. Congratulated Beth Frohlich on her promotion and thanked the Bigler's for their Life saving efforts.

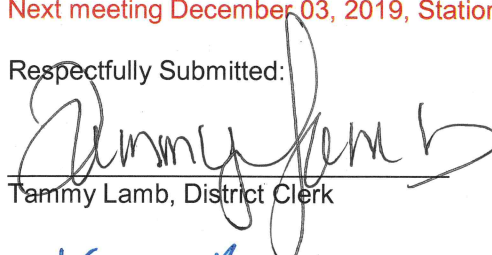
## EXECUTIVE SESSION

- Policy 2030- Fire Chief Evaluation – Board members to review all data related to the Fire Chief's performance in drafting the final version.  
**Chair Dalton adjourned the meeting at 5:58 for 20 minutes for an Executive Session.**  
**Chair Dalton called the meeting back to order at 6:18.**

There being nothing further to come before the Board, the meeting was adjourned at 6:18 PM.

Next meeting December 03, 2019, Station 31 @ 5:30 PM

Respectfully Submitted:

  
Tammy Lamb, District Clerk

  
Bart Dalton, Board Chair

  
Koree Wick, District Secretary