

**PIERCE COUNTY FIRE PROTECTION DISTRICT 3  
WEST PIERCE FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
MEETING MINUTES  
MARCH 21, 2017**

Chair Sheeran called the meeting of the Board of Fire Commissioners to order at 5:30 p.m. A quorum was present with Commissioner Rankin excused. Also in attendance D/C Sagers, A/C Tinsley, A/C Norton, A/C McCurdy, and Director Wick. A sign-in sheet was provided for additional attendance.

All rose for the pledge of allegiance.

**APPROVAL OF AGENDA**

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

**CONSENT AGENDA**

The Consent Agenda consisting of Board Minutes of March 07, 2017. Warrants 50456 through 50542 totaling \$533,248.55. Warrants through 50543 through 50604 totaling \$76,591.32. February Finance Report.

**Consent Agenda approved unanimously.**

**CORRESPONDENCE – None**

**CITIZEN COMMENTS**

- Colleen Adler, District 27, Anderson Island Fire Commissioner, was in attendance to express gratitude to West Pierce Fire & Rescue for the mutual aid they receive. Colleen retired from WPFR and is so grateful for the cooperation and support Anderson Island receives. Gave Kudos to A/C Tinsley for his support.
- Dale Porterfield, District 27, Anderson Island Fire Commissioner, was also in attendance to express his gratitude to West Pierce Fire & Rescue for their support and cooperation. Commented on the professionalism and reliability of WPFR firefighters.
- Dave Albertson, District 27, Anderson Island Fire Commissioner, was also in attendance and echoed the comments of the two other commissioners. He went on to state how much he appreciates WPFR. **Commissioner Dalton** asked if there was any other way we could assist Anderson Island. All three commissioners stated the service they receive is great. **Commissioner Sheeran** thanked the commissioners for coming and stated WPFR takes pride in the mutual aid relationship and the benefit it has to Anderson Island. **Commissioner Clancy** thanked the commissioners for coming, he appreciates them attending the meeting.

**STAFF REPORT**

- Department of Retirement System (DRS) Audit – Director Wick briefed the Board on the upcoming DRS Compliance Audit. The District was notified approximately a week ago that it had been selected for an audit. Director Wick is working with the DRS and has forwarded requested documentation to their office. The auditors will be onsite for a week, the week of April 10. Director Wick has notified the labor leaders of the audit and will keep the Board updated on information she receives.
- Recent Incidents – A/C Tinsley briefed the Board on the March 8, 2017 garage fire in Woodbrook. The fire was fully involved and crews were able to knock the fire down quickly. No one was in the home as it was being renovated. An hour after the investigator left the scene of the garage, fire crews were dispatched to the same address and the house was fully involved. A/C McCurdy commented to the Board they are now working with LPD as both fires are under investigation for arson.
- 52.33 Reporting – D/C Sagers provided a brief overview of the report. A question was raised as to if the response goals are ever reviewed and/or amended. D/C Sagers stated they are.
- Legislative Report – D/C Sagers briefed the Board on the Senate and House active bills which affect the fire districts.
  - SSB 5607 – School Levy Swap will have impact to fire districts and prorationing. Washington Fire Chiefs and Washington Fire Commissioner Association have met with the sponsor to discuss concerns. Meeting was very productive and potential amendments are to be coming soon. D/C Sagers will keep the Board updated on the progress of this bill.
  - SB 5772/HB 1764 Restructuring of 1% Levy Cap has a concern for viability and may not make the cutoff as necessary to implement into the budget.

- E2SHB 1359 CARES reimbursement has had good testimony from the fire service and private ambulances. Currently in Senate Health Care Committee.  
Cutoff date for bills with favorable majority votes out of committee is March 29, 2017; April 9, 2017 is cutoff for bills out of fiscal committees.
- Strategic Planning – D/C Sagers briefed the Board on the methodology to put a Strategic Plan in place. The Executive Staff has hired Paula Dillard to assist with the initial process. Paula Dillard is very familiar with WPFR as she helped in the Merger of UP and Lakewood. Paula does not write the plan but rather assists with coordinating the individuals and interviews to help put the structure in place. Staff will hold a daylong meeting with Paula to discuss a work plan, giving staff a clearer path forward regarding steps, stakeholder makeup, outputs and timelines.  
D/C Sagers stated the Board's involvement will be vital in the success of the Strategic Plan. D/C Sagers will keep the Board updated on their involvement.  
**Commissioner Sheeran and Commissioner Dalton** commented on the need for this type of plan to be in place with Senior Staff retiring and revisiting the mission statement and core values of the District.
- AmeriCorps Grant – A/C McCurdy informed the Board on the recent grant received for the AmeriCorps volunteer program. The AmeriCorps volunteer provides great support in our CERT program. This grant is contingent on the Federal Budget which is still in the works and will be awarded as long as the program is funded. A/C McCurdy stated she will keep the Board updated.
- Chiefs Report – Chief Sharp updated the Board on the following:
  - \$5,000.00 State Farm Grant award to West Pierce CARES for the CERT program.
  - Promotion of A/C Roth to D/C effective April 1, 2017. Chief Sharp briefed the Board on the decision to have a dual D/C position. D/C Sagers will be retiring in 2018 and the new D/C position will continue the continuity with engagement in Legislative activity and the City of UP. The new D/C position will be in charge of Support Services.  
Chief Sharp commented that the A/C position will not be back filled at this time. D/C Sagers position will be filled once he retires in 2018.
  - Grange property purchase/sales agreement was accepted today at \$480,000. The acceptance is great news. There are a lot of steps ahead with a 70 day feasibility study to occur. If all goes well, closing should occur in June.
  - State of the County address was attended by Staff and the New County Executive spoke on the issues in Pierce County. Mental health issues were a big topic and affect many calls the District responds to. SS911 was a topic and the County will be supporting the radio system to make sure the system is meeting its objectives.
  - New Federal Budget could eliminate \$667 million in FEMA grant funding. FEMA funds several grant programs the District relies on such as SAFER, AFG, Fire Prevention programs, State Homeland Security, and Emergency Management Grants. Specific cuts are unknown at this time but estimated at 25%. Possibility of increase of match funds to 25% where now they are, at times, as little as zero. The cuts could eliminate Corporation for National and Community Services which supports AmeriCorps and grants in which Chris Badgers position is funded by. Currently the SAFER grant and the three AFG grants that have applied for are on hold. GEMT is also on hold. Chief Sharp stated this is not uncommon during the first few months of a newly elected president. Chief Sharp will keep the Board updated.
  - Executive Staff members and Commissioner Erb will be attending EMI and Chief Sharp will be briefing the Chair and Vice Chair by phone for the next Board meeting.
  - Community activities report:
    - March 7, 2017 – Habitat for Humanity annual fundraiser.
    - March 12, 2017 – Scott Firefighter Stair Climb benefiting the Leukemia & Lymphoma Society. 69 floors to the top of the Columbia Tower in full gear. 12 member of WPFR participated. FF Brian Johnson took 12<sup>th</sup> place and FF/E Pete Kilga took 15<sup>th</sup> place out of nearly 1800 participants. This is Captain Norm Fiacchi's 20<sup>th</sup> year participating in the Stair Climb. The WPFR team took third place overall and raised more than \$10,000.00. Great Job.
    - March 17, 2017 Tacoma Narrows Rotary Crab Feed.
    - March 17-18, Puget Sound Firefighters Pipes and Drums pub crawl. WPFR is proud to have FF/E Shawn Lamb as the Pipe Major.
    - The annual Partners in Service Banquet is April 1, 2017.

## ACTION ITEMS



- Abolish the Battalion Chief Communications Job Description – Chief Sharp briefed the Board on this position and now that Fire Comm is SS911 this position is no longer needed. One employee was in this position and labor negotiations are complete.  
**Commissioner Dalton motioned to abolish the Battalion Chief Communications Job Description. Commissioner Clancy seconded. All approved unanimously.**

#### BOARD COMMENTS

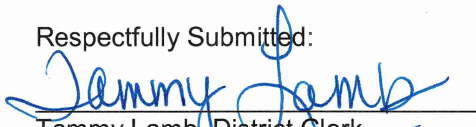
- **Commissioner Erb** – Thanked Staff and the Crews for all their hard work. Thanked Anderson Island Commissioners for attending tonight’s meeting. Nice to hear the thanks for the service WPFR provides them.
- **Commissioner Clancy** – Thanked Anderson Island Commissioners for attending. Nice to hear comments at the meetings.
- **Commissioner Dalton** – Echoed the comments regarding Anderson Island. Commented on how nice it was to see Colleen Adler. Thanked everyone for their hard work.
- **Chair Sheeran** – Thanked everyone for their hard work. Thanked Anderson Island Commissioners for attending and commenting at the meeting. Nice to hear we have such a good relationship with Anderson Island. Commented he is glad to hear WPFR is working on a Strategic Plan. Thanked the stair climbers for their efforts and how fantastic it is for WPFR firefighters to be involved.

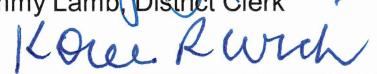
#### ADJOURNMENT

There being nothing further to come before the Board, the meeting was adjourned at 6:12.

Next meeting April 04, 2017. Station 31 @5:30

Respectfully Submitted:

  
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Tammy Lamb, District Clerk

  
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Koree Wick, District Secretary

  
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John Sheeran, Board Chair