

**PIERCE COUNTY FIRE DISTRICT 3
WEST PIERCE FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
MEETING MINUTES
May 02, 2017**

Chair Sheeran called the meeting of the Board of Fire Commissioners to order at 5:39 p.m. A quorum was present with all commissioners in attendance. Also in attendance D/C Roth, A/C Tinsley, A/C Norton, A/C McCurdy, Director Wick and Community Relations Manager Weekes. A sign-in sheet was provided for additional attendance.

All rose for the pledge of allegiance.

APPROVAL OF AGENDA

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

PRESENTATION

- Humanitarian Award
 - Firefighter Travis Smith
 - Firefighter Rob Mayzak

Chief Sharp briefed the Board on the Emergency Volunteer Project that both FF's Smith and Mayzak are a part of. Both were deployed to Israel for 10 days which included 50 other firefighters from 12 other countries. FF Smith & FF Mayzak assisted in mitigating over 1,700 arson related fires during the war in Gaza. Chief Sharp presented FF Smith & FF Mayzak with their Certificate of Award and Humanitarian pin and thanked them for their volunteer work. Commissioners and Staff congratulated both FF Smith & FF Mayzak for their hard work and volunteer time.

- Letter of recognition - Chief Sharp presented Tammy Lamb with a Letter of Recognition for stepping forward and offering to take on management of the District's grant writing program. Thanked her for working to receive her Grant Writers Certification and taking on this vital role. Commissioners and Staff thanked Tammy for her hard work.

CONSENT AGENDA

The Consent Agenda consisting of Board Minutes of April 18, 2017. Warrant 50777 through 50839 totaling \$128,754.84. Warrants through 50840 through 50891 totaling \$182,981.11. Warrants 50892 through 50923 totaling \$84,181.42. March 31, 2017 Finance Report.

Consent Agenda approved unanimously.

CORRESPONDENCE

- Letter from Ken Sharp, Deputy Director at SS911 regarding Jeff Axtell.
- Thank you letter from citizen.
- Thank you letter to City of Lakewood from a citizen regarding WPFR.

CITIZEN COMMENTS - None

STAFF REPORT

- Standards of Cover/Risk Assessment & Code Enforcement – A/C McCurdy briefed the Board:
 - Standards of Cover Risk Assessment section was provided to the Board for their review. A/C McCurdy briefed the Board on the contents and information for this section. Commented if there were any questions to let her know.
 - Code Enforcement – A/C McCurdy briefed the Board on recent code violations found:
 - B & I is having issues with their sprinkler system and updates are needed throughout the building. B/C Dobbs is working with the City and the owner to hopefully resolve soon.
 - Church in Lakewood which was housing eight people has been shut down. Eight individuals were displaced. The City and CARES helped to relocate all eight of them.
 - Creekside Church has been closed until code issues are addressed.
 - A furniture company on Steilacoom Blvd was given six month notice to rectify code violations as they took over new suites of the building without a permit.
 - Casa Mia is in need of a hood suppression system. Six month notice was given for completion of this system.

- Recent Incidents – A/C Tinsley briefed the Board:
 - Crews responded to a Woodbrook area home heavily involved fire. Home was full of miscellaneous items and crews were unable to gain access to the inside. The Red Cross assisted the four individuals who were displaced.
 - Crews responded to a car on fire under a car port. Fire was put out quickly keeping the fire from spreading to the residence.
 - Crews responded to the drive by shooting today, May 2nd, in Lakewood. Two vehicles involved shot at each other with one patient deceased at the scene. Investigation by LPD occurring at this time.
- Chiefs Report – Chief Sharp briefed the Board:
 - April 22nd was Parks Appreciation Day. Crews and divers were out at Harry Todd Park to clean up. The City was very appreciative of the efforts of WPFR.
 - Attended the South Sound Military Communities Partnership meeting on April 26th. There was a lot of information regarding Base Realignment and Closure (BRAC). This is the Federal process to determine if there are bases that are not needed. Chief Sharp will continue to keep the Board updated on the progress of these meetings.
 - Attended the retirement party for the State Fire Marshal Chuck Duffy.
 - April 28th was family night for the Recruit Academy. Recruits performed skills they have learned for their families. Very well attended and was great to see families supporting the recruits.
 - May 10th at 6 PM is the Recruit Academy graduation.
 - Karen Miller, who is currently at SS911, is retiring. Karen is a long time employee of Fire Comm, with over 25 years of service. Her last shift is May 4th, her official retirement will be June 13th.
 - Community activities attended by Staff:
 - Lakewood Sportsman's Rotary auction was last weekend.
 - YWCA luncheon last week.
 - EFN repack last Saturday.
 - YMCA Disaster Preparedness on Saturday the 29th which was very well attended.

NEW BUSINESS - None

ACTION ITEMS

- Resolution #050217-002 - Authorizing certain EMS transport accounts to be written off in their entirety. Director Wick briefed the Board on the bi-annual resolution requesting payments not received to be written off. Requesting approval for these accounts to be written off in their entirety.
Commissioner Dalton motioned for approval of Resolution #050217-002. Commissioner Rankin seconded. All approved unanimously.

BOARD COMMENTS

- **Commissioner Erb** – Congratulated FF Smith & Mayzak for their work firefighting in Israel. Nice to see our department so involved. Thanked A/C McCurdy for her work on the Standards of Cover.
- **Commissioner Rankin** – Thanked everyone for their hard work. Likes to see how everyone takes pride in their work and steps up to do extra work. Stated this is why we are number one. Hats off to everyone.
- **Commissioner Clancy** – No comments.
- **Commissioner Dalton** – Thanked FF Smith & Mayzak for their volunteer time and hard work. Thanked staff for their hard work at all the events. The hard work speaks highly of the staff and department. Loved seeing the article on FF Jonathan Tinsley. Thanked Tammy for all her hard work on the grants.
- **Chair Sheeran** – Thanked everyone for their hard work in the community and the hard work over in Israel. Speaks well of the staff and the community respects these issues. Thanked A/C McCurdy for her hard work on the Standards of Cover, thanked Tammy for her grant work and loved the article on FF Jonathan Tinsley.

Chair Sheeran adjourned the meeting at 6:12 for a 15 minute Executive Session

15 MINUTE EXECUTIVE SESSION

- RCW 42.30.110 (1) (a) To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.
 - It was noted there might be action taken after completion of the Executive Session.

At 6:27 Chair Sheeran extended the Executive Session for 10 minutes

At 6:37 Chair Sheeran called the meeting back to order.

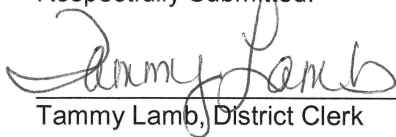
Commissioner Dalton motioned for approval for Chief Sharp to pursue the purchase of the property next to the Grange Building, a portion of, or the whole Parcel #3905000221. Commissioner Erb seconded. All approved unanimously.

ADJOURNMENT

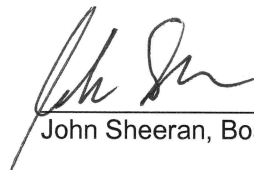
There being nothing further to come before the Board, the meeting was adjourned at 6:39.

Next meeting May 16, 2017, Station 31 @ 5:30

Respectfully Submitted:



Tammy Lamb, District Clerk



John Sheeran, Board Chair



Koree Wick, District Secretary