

**PIERCE COUNTY FIRE DISTRICT 3  
WEST PIERCE FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
MEETING MINUTES  
JULY 18, 2017**

Chair Sheeran called the meeting of the Board of Fire Commissioners to order at 5:31 p.m. A quorum was present with Commissioner Rankin excused. Also in attendance D/C Sagers, D/C Roth, 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 Clancy seconded. Motion approved unanimously.**

**PRESENTATION**

- Retirement – Captain Mark Tinsley – Chief Sharp presented Captain Tinsley with a letter from the department celebrating his 37 ½ years of service. Chief Sharp commented on all of Captain Tinsley's accomplishments and recognized him for his hard work. Captain Tinsley was presented a retirement plaque and Chair Sheeran read a Proclamation. Captain Tinsley thanked his family, staff, crew and all in attendance for their support of the years. Commissioners and Staff congratulated Captain Tinsley and thanked him for his years of service.
- Captain Promotion – Brandon Zecher – Chief Sharp read Firefighter Zecher a letter of promotion effective August 1, 2017. D/C Sagers presented FF Zecher with a red helmet and Captains lapel pins. D/C Sagers briefed the Board on the hard work FF Zecher has put in and thanked him for his hard work and dedication. FF Zecher will be the Captain of Ladder 21 on C Shift. Invited Brandon's wife, Jenny, forward to pin him with his Captains badge. Commissioners and Staff congratulated Firefighter Zecher on his promotion to Captain.

**Commissioner Sheeran adjourned the meeting for ten minutes at 5:40 for pictures.**

**Commissioner Sheeran called the meeting to order at 5:50**

**CONSENT AGENDA**

The Consent Agenda consisting of Board Minutes of June 20, 2017. Warrant 51289 through 51378 totaling \$146,598.75. Warrants 51379 through 51383 totaling \$35,128.69. Warrants 51397 through 51415 totaling \$310,861.68. Warrants 51416 through 51428 totaling \$65,979.10. June Alarm Summary. June Payroll \$2,142,805.67.

**Consent Agenda approved unanimously.**

**CORRESPONDENCE**

- Letter from citizen regarding fireworks – Commissioner Erb questioned the process of banning fireworks and what role the fire department plays in regulating them. Chief Sharp briefed the Board on the discussions at the University Place Council meeting and stated they had decided to put this matter forward for an advisory vote on the November ballot.

**CITIZEN COMMENTS - None**

**STAFF REPORT**

- Audit Update – Director Wick reported to the Board on the DRS audit. Still no response back on an exit conference. The annual audit, which encompasses a single federal audit, will begin August 7<sup>th</sup>. We anticipate the same auditor as last year. Commissioner Sheeran commented on the process with the federal portion of the audit. Director Wick stated the state auditor fulfills the federal audit responsibility.
- Recent Incidents – D/C Roth briefed the Board:
  - Steilacoom train derailment – July 2, 2017 at 2:30 pm crews were dispatched and found one engine and one passenger car derailed. Unified command was set up quickly and crews did a fantastic job triaging passengers. 250 passengers were aboard. Only one passenger was transported and the remainder were bussed to the Amtrak station. Chair Sheeran asked how the unified command worked and Chief Sharp and D/C Roth commented on the process. July 2, 2017 at 4 AM, house fire off San Francisco at an abandoned house. Fire was knocked down quickly. Investigators have concluded this was set intentionally.

- July 3, 2017 at 10:25 pm crews were called out to a fire at the Colonial Motel. The Motel is closed. Crews were in defense mode until they knew what they were dealing with. Knocked the fire down quickly. Later the same evening crews were called out again to the same motel with a heavily involved fire. Investigation has found that both fires were set intentionally and cameras from the next door hotel caught video of a suspect who is now in custody.
- Chiefs Report – Chief Sharp briefed the Board:
  - Chief Sharp pointed out that the FEMA training that Staff and Commissioner Erb went to was a train derailment also scenario. The FEMA training conference was a great conference and learning experience for the type of incident faced in Steilacoom recently. Chief Sharp commented on the high speed passenger trains that will be traveling through the district. Training for incidents with these trains is imperative.
  - Chief Sharp briefed the Board on the President's budget which proposed cuts with the grant program were originally projected. Grants that WPFR accesses are safe for 2018, which is great news
  - The new fire engine has been put in service. WPFR has recently signed a contract for the purchase of two more engines. We were able to negotiate a lower price than the recent engine. Prices went up 18% this month. Engines will be delivered in approximately 390 days.
  - AmeriCorps volunteer has been hired, this position is imperative to supporting the District's CERT program. The most recent volunteer lives in UP which is great for the program.
  - Local 1488 members participated in the MDA summer camp this year. Provides opportunity for kids to go to camp for a week. Great program.
  - Summerfest was July 8<sup>th</sup> and was a huge success. Over 30,000 attendees this year. Biggest attendance ever. WPFR personnel were in attendance and helped with the Triathlon and display.
  - Safe sitter is currently taking place at Station 31. 30 kids are in attendance.
  - The sock and underwear drive for Caring for Kids is underway. The Ready to Learn fair is August 5<sup>th</sup>. Over 1600 kids are served. They receive backpacks, underwear, socks, clothing, school supplies, haircuts, bike helmets, and more to prepare them for the school year.
  - National Night Out is August 1<sup>st</sup>, lots of fun events planned for the community.
  - August is Fill the Boot for MDA. Come out and support this great cause.

#### ACTION ITEMS

- Cancel August 1, 2017 Board meeting. – National Night Out is this same night and Commissioners and staff will be attending.  
**Commissioner Erb motioned for approval to cancel the August 1, 2017 meeting. Commissioner Dalton seconded. All approved unanimously.**
- Motion to abolish Resolution #060617-004. – Director Wick briefed the Board on the reason for the abolishment of this resolution. Stated the two additional resolutions asking for approval are the replacement for utilizing the State's LOCAL financing program.  
**Commissioner Clancy motioned for abolishment of Resolution #060617-004. Commissioner Erb seconded. All approved unanimously.**
- Resolution #071817-006 – Local Agency Authorizing Resolution
- Resolution #071817-007 – Form of Reimbursement Resolution
- **Commissioner Dalton motioned for approval of Resolution #062017-006 and 007. Commissioner Clancy seconded. All approved unanimously.**

#### BOARD COMMENTS

- **Commissioner Dalton** – Great job on the Colonial Motel fire and the train derailment. Nice to see staff and crews busy in the community. Looking forward to National Night Out and will be joining the community parties.
- **Commissioner Clancy** – Congratulated Captain Tinsley and future Captain Zecher. Thanked everyone for their hard work.
- **Commissioner Erb**– Dittoed the comments on Captain Tinsley and Zecher. Looking forward to National Night Out.
- **Chair Sheeran** – Echoed the comments on the promotion and retirement. Stated he trained with Brandon Zecher and commented on how much he learned from him and enjoyed his company. Thanked staff and crews for their hard work.

**Chair Sheeran adjourned the meeting at 6:15 for an Executive Session per RCW 42.30.110 (1) (b)** 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 increase price.

**At 6:35 Chair Sheeran extended the Executive Session 20 minutes.**

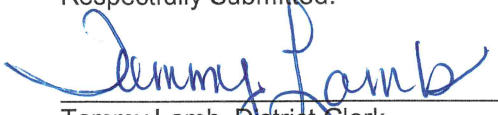

Meeting called back to order at 6:55.

**ADJOURNMENT**

There being nothing further to come before the Board, the meeting was adjourned at 6:55.

Next meeting August 15, 2017, Station 21 @ 5:30

Respectfully Submitted:

  
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Tammy Lamb, District Clerk  
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John Sheeran, Board Chair  
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Koree Wick, District Secretary