

**PIERCE COUNTY FIRE DISTRICT 3
WEST PIERCE FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
MEETING MINUTES
SEPTEMBER 17, 2019**

Chair Dalton called the meeting of the Board of Fire Commissioners to order at 5:30 p.m. A quorum was present with Commissioner Durr excused. Also in attendance A/C Tinsley, A/C McGrady, A/C Boltz, A/C MCCurdy, A/C Fiacchi 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 Clancy seconded. Motion approved unanimously.

PRESENTATION

- Light my Fire Check presentation to CARES - Chief Sharp called forward two members of the Board of Light my Fire, Tera-Rose Layton and Robert France. Chief Sharp briefed the Board on the work of Light My Fire and the auction they have every year to raise money to help families who are victims of a house fire. Tammy Lamb, who is our Executive Assistant is also on the Board and this year they gave CARES a check for \$7500.00. Robert France spoke and thanked the department for their support. Next year's auction is April 18, 2020 at the Renton Hyatt and they are looking forward to their biggest event. Staff and Commissioners thanked them for their donation.

Chair Dalton adjourned the meeting at 5:38 for five minute to take pictures and congratulations.

Chair Dalton called the meeting back to order at 5:43.

CONSENT AGENDA

The Consent Agenda consisting of Board Minutes from August 20, 2019. Warrants #58158 through 58255 totaling \$191,667.42. Warrants #58268 through 58363 totaling \$525,496.56. Warrants #58634 through 58442 totaling \$380,314.87. July 2019 Alarm Summary. Finance Report August 31, 2019. August payroll \$2,432,377.80.

Consent Agenda approved unanimously.

CORRESPONDENCE

- Thank you letter from Narrows Coop Preschool

CITIZEN COMMENTS - None

STAFF REPORT

- Recent Incidents – A/C Boltz
 - PCHIT was called out to a call in Puyallup of an ammonia release from a refrigeration trailer. Stabilized the situation and there were no injuries.
- Opioid Response program – A/C McGrady briefed the Board on the current Opioid program that Tacoma Fire is currently doing and how the nurses are partnering with an outpatient clinic. A/C McGrady briefed the Board on the program of Connected CARE that West Pierce is defining. Commissioners asked questions and A/C McGrady commented on the information.
- Audit Exit update – Director Wick briefed the Board on the exit conference which occurred. There were no findings or management letter issues. As reported earlier, there was a finding with the federal audit. Director Wick has submitted the finding to the federal government and sent the action plan to rectify. The federal government will let us know if the action plan is approved.
- Chiefs Report – Chief Sharp briefed the Board:
 - Review retiree medical program
 - Chief Sharp presented the Board with a Power Point presentation of the current Retiree Medical program. Reviewed the current Board policy and how the program and plan are measured. The question and comment has been brought forward from an employee who is 50 and wanted to retire earlier than 53 that the policy states. Compared the LEOFF system and the PERS system and stated the Board can amend, adopt or remove any part of the policy. No recommendation to the Board at this time. Any action taken would be from the Board of Commissioners.
 - Operations Plan

- Chief Sharp presented the Board the Operations Plan that defines the work that will be done over the next four years. The packet is a work in progress and will be in line with the Strategic Plan which is currently in the final stages. Staff and Labor groups have been working together to set out the details of the plan. Not set in stone as the budget is reviewed every year and priorities can change. Commissioners questions and comments were answered by Chief Sharp
- Application process is ongoing with over 900 applicants so far. Candidate orientation was this week and the plan is to hire a total of 17, which includes 5 medics. Written exam is the 25th and 28th of September. Very competitive market right now.
- Two new grants were awarded. Prevention grant which focuses on the high risk apartments and installing smoke alarms. This grant will allow us to hire Martin Olmos back who is fluent in both Spanish and English and is vital in reaching out to the Hispanic community and high risk apartment. The second was an AFG grant for regional training for Technical Rescue. This is a regional grant with EPFR, CPFR and GHMO. WPFR is the lead agency.
- Community events
 - August 22, 2019 – Chili cook off with police dept. Unfortunately the police dept. won this year.
 - August 30, 2019 – Endeavor boat ride with Executive Bruce Dammier and Executive Paul Richardson. Great weather and a good lesson to learn about the resources available and assets the Endeavor is to water rescue.
 - September 3, 2019 – Lakewood City Council presented a proclamation to the fire dept. for September 11th.
 - September 5, 2019- JBLM opened new station and staff attended the grand opening.
 - September 10, 2019 – Staff attended the Shoot for the Stars golf tourney which benefited Behind the Badge.
 - September 11, 2019 – Two events. One at the City of Lakewood and one at Station 312 in University Place. Well attended and community enjoyed the event.
- Upcoming events
 - SS911 ground breaking is September 19, 2019
 - September 28, 2019 is the Kiwanis playground build off Bridgeport way

NEW BUSINESS - None

ACTION ITEMS

- Board Policies 1020-Fiscal, 1030-Use of District Facilities/Property, 1040-Procurement, 2010-Employment testing – Revised policies from first reading at August 20, 2019 meeting. Director Wick commented on the revised policies and stated the first reading was presented at the August 20, 2019 meeting changes are from updates and changes to these policies that were in need.
Commissioner Rankin motioned approval of Policy 1020-Fiscal, 1030-Use of District Facilities/Property, 1040-Procurement, 2010-Employment Testing. Commissioner Clancy seconded. All approved unanimously.

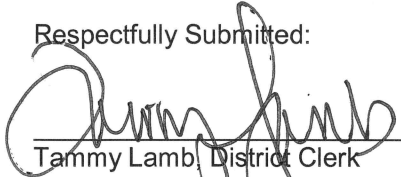
BOARD COMMENTS

- **Commissioner Rankin** – Commented that his surgery was the next day and he would be laid up for a week or so. Commissioner Rankin has been nominated for the VP of the Commissioners Association and will be attending the conference in September.
- **Vice Chair Sheeran** – Thanked Light My Fire for the donation. Nice to see the September 11th events.
- **Commissioner Clancy** – No comments at this time.
- **Chair Dalton** – Condolences to the Durr family. Thanked Light My Fire for their donation. Thanked A/C McGrady for his briefing on the Opioid program. Thanked everyone for their hard work.

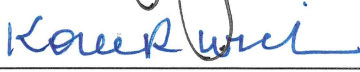
There being nothing further to come before the Board, the meeting was adjourned at 6:30 PM.

Next meeting October 1, 2019, Station 31 @ 5:30 PM

Respectfully Submitted:



Tammy Lamb, District Clerk

Bart Dalton, Board Chair

Koree Wick, District Secretary