

**PIERCE COUNTY FIRE DISTRICT 3  
WEST PIERCE FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
MEETING MINUTES  
OCTOBER 03, 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 Clancy excused. Also in attendance D/C Sagers, D/C Roth, A/C Norton, A/C Tinsley, A/C McCurdy, Director Wick, Communication 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**

- Proclamation – Fire Prevention Month – Community Relations Manager, Jenny Weekes provided a video on Fire Prevention and a fire escape plan for families. Video is on social media and You Tube. Great for kids and families to have a fire escape plan in place.
- B/C Adams briefed the Board on Fire Prevention week which is October 8-14<sup>th</sup>. There are 8300 kids in the school system that the Prevention Division reaches out to through their classrooms. Teachers send each kids in their class home with information on a fire escape plan and the class that has 100% of the forms returned receive an ice cream party. Great way to get kids to sit down with their families and talk about a fire escape plan.
- October 21, 2017 is Fall Safety Days at Station 21. Lots of fun for kids with free pumpkins and games.
- Prevention Grant was approved and Prevention will be targeting high risk apartments. 600 smoke alarms will be installed. Prevention also has new batteries. Prevention will be hiring a Smoke Alarm Coordinator to help with this project.
- **Chair Sheeran** read the Fire Prevention Month proclamation and presented it to B/C Adams.

**CONSENT AGENDA**

The Consent Agenda consisting of Board Minutes of September 19, 2017. Warrants 51982 through 52000 totaling \$112,151.92.

**Consent Agenda approved unanimously.**

**CORRESPONDENCE**

- Department of Retirement Systems preliminary audit report

**CITIZEN COMMENTS - None**

**STAFF REPORT**

- Recent Incidents – A/C Tinsley
  - September 25, 2017 – Crews responded to a shooting at a mobile home park. Responders found a male and female who had been shot. Medic units transported each of them to area hospitals. Investigation is ongoing.
  - A/C McCurdy reported on a house fire by Park Lodge Elementary. Homeowner was outside and when a firefighter approached him he stated he had set the fire. Lakewood Police were called to the scene and the homeowner was arrested.
- B & I Update – A/C McCurdy briefed the Board on the B & I. The owner has been working with the city to get the electric work and all inspections up to code. The owners are now committed to getting the B & I reopened. The hope is to have it open on Thursday October 5, 2017.
- K & M Furniture – City gave the furniture store notice that they would need to put fire sprinklers in if they were going to use the whole bottom floor for a furniture store. The store had only been permitted to have a portion used as a furniture store and for the apartments upstairs. K & M has posted that the city is putting them out of business. That is not a fact as the City has only wanted to them to bring the building up to code.
- Chiefs Report – Chief Sharp
  - Entry level firefighter hiring – Over 1000 applicants and 700 tested. Testing took place at PLU and went very well. Panel interviews will begin on October 16, 2017. Candidate reception will take place October 25, 2017. The plan is to hire 6 new firefighters. Start date will be January 2, 2017.

Chief Sharp commended the testing process and gave kudos to the system that was put in place. Recruitment and Retention Committee put new process in place and things went very smoothly.

- The Red Cross Luncheon was attended by Staff and the table was full. Red Cross has stated this will be their last lunch event. They are working on a new venue for next year.
- October 3, 2017 is the Caring for Kids event at the Ram.
- Rotary event at Lakewood Theater on October 5, 2017
- Kiwanis dinner at the Rotunda on October 7, 2017.

#### NEW BUSINESS

- Ratification of Chief Sharp's contract – Commissioner Dalton addressed the contract and stated that he and Director Wick had several conversations. Director Wick provided comps from several agencies. Commissioner Dalton stated Chief Sharp's wages should be increased as the contract was negotiated at time of merge and has not been updated. Updated the contract on vacation and cash out amounts to vacation. Updated language so it does not mirror the contract of 1488 and provides a more detailed contract.

**Chair Sheeran asked for approval of Chief Sharp's contract. Commissioner Rankin motioned, Commissioner Dalton seconded. All approved unanimously.**

#### BOARD COMMENTS

- **Commissioner Rankin** – Commissioners state conference is in Spokane. Reviewed the conference and who will be speaking. Advised the Board that Thurston County is in the process of updating their Comm system. They have been in touch with Andrew Neiditz and getting information on SS911. Chief Sharp commented on the Chiefs meeting where the assessor spoke regarding taxes and how the assessed value is broken down. Briefed the Board on the School District taxes and the AV's. Lots of new construction going on in Lakewood and University Place.
- **Commissioner Erb** – Great to see the B & I back open. Thanked everyone for their hard work.
- **Commissioner Dalton** – Was impressed with the Fire Prevention video and how it will get the kids involved. Thanked everyone for their hard work in the community.
- **Chair Sheeran** – Thankful the B & I is back open. Thanked A/C McCurdy for the update on K & M Furniture. The smoke alarm program will be busy will 120 installs a week. Great work with the community. Congrats to the Recruit and Retention team.

At 6:10 the meeting was adjourned for a 20 minute Executive Session.

#### EXECUTIVE SESSION

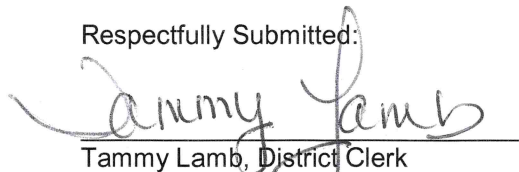
- 20 minute Executive Session per RCW 42.30.110 (1) (F) To receive and evaluate complaints or charges brought against a public officer or employee.

#### ADJOURNMENT

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

Next meeting October 17, 2017, Station 31 @ 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