

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

Vice Chair Dalton called the meeting of the Board of Fire Commissioners to order at 5:31 p.m. A quorum was present with Commissioner Erb excused. Also in attendance, D/C Sagers, A/C Norton, A/C Tinsley, A/C McCurdy, D/C Roth, Director Wick. 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

- Paramedic School/New Paramedics
 - FF/PM Nadrece Robinson
 - FF/PM Larry Silva

Chief Sharp invited FF/PM Robinson and FF/PM Silva to the front. Captain McGrady briefed the Board on the process of Paramedic School. Very tough classes. The commitment is a 12 month program at TCC and requires a lot of dedication and hard work. Capt. McGrady commented on the hours of classroom time, lab instruction, hospital rotations and ambulance ride time need to graduate. Capt. McGrady thanked the families of both of these paramedics for the support and the sacrifice they made so they could go to school. Capt. McGrady commented that both FF/PM Robinson and Silva excelled in the program. FF/PM Robinson's mom, Mary, came forward and pin his new caduceus on his uniform and Brianna Moore came forward and pinned FF/PM Silva's. Commissioners and Staff congratulated both paramedics on their hard work.

Chair Sheeran adjourned the meeting at 5:42 for pictures.

Chair Sheeran called the meeting back to order at 5:45.

CONSENT AGENDA

The Consent Agenda consisting of Board Minutes of November 07, 2017. October Finance Report. October Alarm Summary

Consent Agenda approved unanimously.

CORRESPONDENCE

- SOG 214 – Identity Theft Prevention annual compliance and effectiveness of the Districts identity theft program. Director Wick briefed the Board on the SOG which states a report shall be provided to the Board, at least annually, on compliance and effectiveness of the District's identity theft program. Director Wick reported there have been no known instances of identity theft over the last year.

CITIZEN COMMENTS - None

STAFF REPORT

- Chiefs Report
 - Tammy Lamb briefed the Board on the upcoming Christmas Project events. This year the event is sponsoring 51 families, which includes 141 children. Shopping day is December 3, 2017 the Lakewood Target at 8:30 am. Wrapping party is December 6, 2017 at 5 pm at the Union Hall on Steilacoom Blvd. Invited all Commissioners to join in the fun.

ACTION ITEMS – None

NEW BUSINESS

- First Reading
 - New Board Policy 1040- Procurement
 - Revised Board Policies – 1020 Fiscal & 2020 Conflict Of Interest

Director Wick briefed the Board on the policies that were included in their Board packet. This is the first reading of the policies and action will be requested at the next meeting. These policies are the result of new information from the Auditor as well as Federal regulations surrounding grants, revisions to Board Policies 1020-Fiscal and 2020-conflict of Interest are necessary. A new Board Policy 1040- Procurement is required which will abolish Resolution 020315-002. Director Wick commented ask if there were any questions. None were asked.

BOARD COMMENTS

- **Commissioner Dalton** – Congratulated the two new paramedics and thanked them for their hard work. Wished everyone a Happy Thanksgiving.
- **Commissioner Rankin** – No comments at this time.
- **Commissioner Clancy** – Congratulated our new Paramedics and hopes everyone has a great holiday.
- **Chair Sheeran** – Wished everyone a Happy Thanksgiving and congratulated the new paramedics. Has a lot of respect for the hard work and training that is involved.

EXECUTIVE SESSION

- Policy 2030 Fire Chief Evaluation – Board members to review all data related to the Fire Chief's performance in drafting the final evaluation.

At 5:50 Chair Sheeran adjourned for a 20 minute Executive Session.

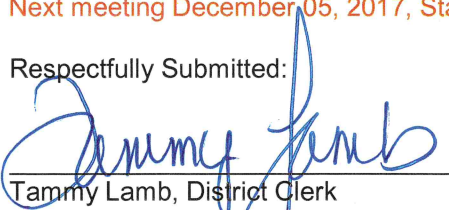
At 6:10 Chair Sheeran asked for an additional 10 minute Executive Session

ADJOURNMENT

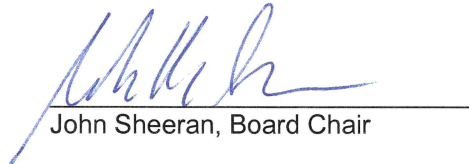
There being nothing further to come before the Board, the meeting was adjourned at 6:20.

Next meeting December 05, 2017, Station 21 @ 5:30

Respectfully Submitted:



Tammy Lamb, District Clerk



John Sheeran, Board Chair



Koree Wick, District Secretary