



THURSTON COUNTY FIRE DISTRICT NO. 9

February 13, 2020

CALL TO ORDER

Commissioner Dale Putnam of District 9 Board of Fire Commissioners called the meeting to order at 1804 hours. Commissioners Mark Thompson, Mark Campeau, Rich Milligan, and Jesi Chapin; Chief Steve North, EA Davie Kindell, and Board Secretary Ferol Max attended the regular meeting held at 125 Delphi Rd NW in Olympia, Washington. Capt Jeff Novak was present as an interested observer.

The regular meeting was immediately recessed to accommodate the need for a Board for Volunteer Firefighters meeting.

BOARD FOR VOLUNTEER FIREFIGHTERS

EA Kindell presented invoices totaling \$1,120 for eight volunteer firefighter physicals. A motion was made and seconded to approve the payment; the motion carried. The annual pension participation certification form was presented for signature of the Board chairperson.

The regular meeting of the Board of Fire Commissioners resumed at 1808.

AGENDA

The agenda was approved as presented.

ACTION ITEMS

Approval of Minutes: A motion was made and seconded to approve the minutes of January 9, 2020; the motion carried.

Approval of Vouchers and Payroll: A motion was made and seconded to approve vouchers from Fund 6690 totaling \$317,569.58; Fund 6694 totaling \$1,833.15; Fund 6698 totaling \$12,578.98; and a fund transfer in the amount of \$4,144.98; the motion carried.

OLD BUSINESS

Assistant Chief position: EA Kindell reported eight applications have been received for the Assistant Chief position. Of those, seven will be moving forward in the testing process, including two internal candidates. The testing process will be held on Friday, February 21, and consist of an oral resume, panel interview, writing lab, and written test using the Berke assessment. Commissioners Putnam and Milligan will be on the interview panel.

Firefighter hiring process: EA Kindell reported the last psychiatric evaluation was completed today and all eight employment offers were signed. The in-house academy will begin on March 2, and will run for six, 40-hour weeks.

Union Contract: Chief North reported the contract is not ready for signature and he anticipates it will be presented at the March Board meeting.

Administrative Staff Contracts:

Chief North presented the newly formatted contracts for Chief, Assistant Chief, and Executive Assistant. One typographical error will be corrected. A motion was made and seconded to approve the Chief and EA contracts; the motion carried. The Board expressed thanks to Chief North for the improved format.

NEW BUSINESS

West Region EMS Lease Renewal:

Chief North noted the five-year lease agreement with West Region EMS for office space at St 95 is up for renewal in June. Chief North recommends extending the agreement for an additional five years at the current \$400 per month rate. A motion was made and seconded to extend the agreement; the motion carried.

Training Facility Dissolution Resolution:

Chief North requests approval for dissolving the Training Facility Board and adoption of the Training Facility Use Agreement. A motion was made and seconded to approve both measures; the motion carried.

Station 95 Roof:

The roof of St 95 is not properly ventilated, resulting in condensation damage. Chief North requested authorization to seek bids for a new roof after consultation with a mechanical engineer to design appropriate roofing specifications. A motion was made and seconded to authorize Chief North to seek bids; the motion carried.

Annual Authorized Signature List:

EA Kindell presented the annual list, as required by Thurston County Financial Services, for signatures of Board members and Administrative staff.

STAFF REPORTS

Finance: EA Kindell reported she is working on a New Employee Handbook. The proposed date for the annual awards banquet is Saturday, April 25. The Annual Egg Dash and Spring Safety Day is being planned for Saturday, April 11. McKenzie Road Baptist Church will be assisting with filling the eggs again this year.

EA Kindell provided the year-end budget report and summarized its content.

Operations:

January was a busy month with calls up by forty-eight over January of 2019. McLane-Black Lake assisted with suppression of a major structure fire in Tumwater on February 1.

A demonstration of F500 encapsulator agent was held at St 91 on February 8. Chief North purchased ten buckets of the product, which will be reflected on the invoice list at the March meeting.

Chief: Chief North reported the total cost for the SORT call to the trench rescue in January was approximately \$37,500.

COMMISSIONER REPORTS

None.

GOOD OF THE ORDER

EA Kindell took requests from Board members for McLane-Black Lake logo apparel.

ADJOURNMENT

There being no further business, the regular meeting of the Board of Fire Commissioners adjourned at 1900.

BOARD OF COMMISSIONERS

For Thurston County Fire District 9:



Dale Putnam, Chairperson

Mark Thompson, Commissioner

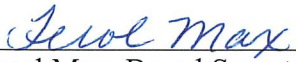


Mark Campeau, Commissioner

Rich Milligan, Commissioner



Jesi Chapin, Commissioner



Ferol Max, Board Secretary
Signed this 12th day of March 2020