



## THURSTON COUNTY FIRE DISTRICT NO. 9

June 10, 2021

### CALL TO ORDER

Commissioner Dale Putnam of District 9 Board of Fire Commissioners called the meeting to order at 1800 hours. Commissioners Mark Thompson, Mark Campeau, Rich Milligan, and Len Albert; Chief Leonard Johnson, AC Chris Patti, EA Davie Kindell, and Board Secretary Ferol Max attended the regular meeting held via the virtual Zoom platform. Viewing of the meeting was made available to the public with the Zoom meeting link posted on the District website.

### PUBLIC COMMENT AND VISITING SPEAKERS

Craig Edwards, from the Summit Lake Community Association, said a resident of the Summit Lake area had expressed interest in the MBLFD volunteer firefighter program. He reported having contacted Station 91 and not receiving any follow-up communication. EA Kindell stated she would check into that but did not recall that any messages had been left.

### AGENDA

The agenda was approved as presented.

### ACTION ITEMS

- a) **Approval of Minutes:** A motion was made and seconded to approve the minutes of the regular meeting on May 13, 2021; the motion carried.
- b) **Approval of Vouchers and Payroll:** A motion was made and seconded to approve vouchers from General Fund 6690 totaling \$407,799.49; EMS Fund 6694 totaling \$945.85; and M&O Fund 6698 totaling \$5,954.00; the motion carried.
- c) **Resolution 21-568 – Annual Warrant Cancellation:** A motion was made and seconded to approve Resolution 21-568, cancelling outstanding warrants totaling \$3,387.45; the motion carried.
- d) **PPG 6501 – Purchasing Cards:** A motion was made and seconded to approve PPG 6501, establishing a purchasing a card system (PCS) to be used for training, travel, mobilization purchases, and procurement of goods and services. A Purchasing Cardholder Agreement must be completed by each card custodian upon issuance and maintained by the Finance Manager. The motion carried.
- e) **DNR Agreement:** A motion was made and seconded to authorize Chief Johnson to sign the updated agreement between District 9 and Department of Natural Resources; the motion carried.

### OLD BUSINESS

None.

## **NEW BUSINESS**

- a) Board meeting status: There was consensus to have at least the July meeting via the Zoom virtual platform and discuss it again at that time.
- b) Status of public facility use: Chief Johnson reported there have been several requests for use of the meeting rooms. The Board agrees that with structured COVID safeguards in place the rooms can be made available for small groups as early as July 1<sup>st</sup>.

## **STAFF REPORTS**

**Finance/Administration:** EA Kindell has submitted the annual report to the auditor. The next three-year audit will happen in 2022 and she anticipates it being more intensive due to the combined value of the District, so she is beginning preparations now.

Ten volunteer applications were received and two have completed the application process, including CPAT. Eight candidates have been working with Capt. Hodge on physical fitness and will take the CPAT on July 24<sup>th</sup>. EA Kindell is working on developing a marketing plan for volunteer and resident firefighters to include working with Chief Johnson to develop an RFP for qualified vendors for the development and production of a multi-media recruitment program.

EA Kindell will be on vacation out of state at the end of June.

**Operations:** AC Patti reported the call volume was steady with 72 fire-related calls and 115 EMS calls. There were 41 BLS transports.

The Thurston County Emergency Radio Network (TCERN) project is progressing, and AC Patti reported MBLFD will be one of the first agencies to get new hardware installed. The anticipated timeline for installation of equipment is in the fourth quarter of 2021 or first quarter of 2022.

MBLFD is still working closely with Thurston County Health Department on vaccine administration in the community.

Wildland fire season preparation is ongoing. There was a Rapid Extraction Module Support (REMS) team response request recently, but the ATV was unavailable. It was being retrofitted for a roll bar as an added safety precaution. As of the date of the meeting the ATV is in service and ready for future deployments.

There was a recent structure fire in the District and MBLFD had two engines and two tenders on site very quickly. MBLFD assisted with boarding up the home and helping the residents with lodging arrangements. A SORT response was made in Lacey for a car over an embankment.

**Chief:** The District will be seeking Requests for Proposals for Volunteer and Resident Firefighter recruitment programs which will target five area schools. Chief Johnson met with the current volunteers in May and plans to continue with regular meetings. Congratulations to Frank Weeks who completed his Master Firefighter Certification.

The Tumwater agreement has been forwarded to Brian Snure, legal counsel for the District.

Colton Schmidt has completed his pre-employment requirements and was offered, and accepted, a firefighter position as of June 1<sup>st</sup>. The Firefighter Eligibility Entry Level list is exhausted and

preparations are being made to establish a new list in early fall. There will also be a Lieutenant exam in the fall to fill an existing vacancy.

There have been a few off-duty COVID exposures and two people are currently being monitored. The District is following advice from L&I and have reduced some masking requirements in the Stations for vaccinated personnel. Chief Johnson requested a consultation from L&I to review the compliance with WAC296-305 of Fire District Accident and Safety Programs. The consultation typically has recommendations for improvements and gives the Fire District a year to make the improvements.

A structural assessment was completed on Station 95, as changes were made to the building after initial completion. There were no significant issues, and TCA Architecture is completing the current conditions drawings and documentations for the final specification.

Commissioner Campeau expressed his thanks for including the mutual aid call information in the report.

### COMMISSIONER REPORTS

None.

### EXECUTIVE SESSION

The regular meeting was recessed at 1830 hours to accommodate the need for an Executive Session in compliance with RCW 42.30.110. It was anticipated to last ten minutes for the purpose of reviewing the performance of a public employee and discussion of the collective bargaining agreement. An additional five minutes was requested, and EA Kindell allowed Local 3825 to join the meeting while she announced the extension. Following the announcement, they were excused from the meeting. The Executive Session adjourned at 1847 hours and the regular meeting reconvened with no action taken from the session.

### ADJOURNMENT

There being no further business, the regular meeting of the Board of Fire Commissioners adjourned at 1848 hours.

### BOARD OF COMMISSIONERS

For Thurston County Fire District 9:



Dale Putnam, Chairperson



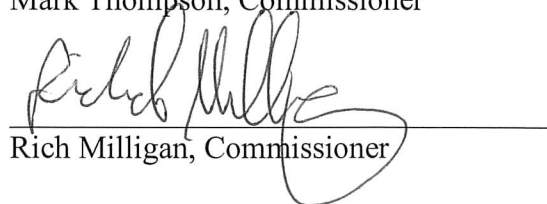
Mark Campeau, Commissioner



Len Albert, Commissioner



Mark Thompson, Commissioner



Rich Milligan, Commissioner



Ferol Max, Board Secretary

July 8, 2021