



Board of Fire Commissioners Meeting
September 14, 2023

McLane Black Lake Fire Department
Board of Fire Commissioners
September 14, 2023

CALL TO ORDER

Commissioner Dale Putnam of District 9 Board of Fire Commissioners called the meeting to order at 1801 hours. Commissioners Dale Putnam (virtual), Len Albert, Mark Thompson, Mark Campeau and Jason Foust, Chief Leonard Johnson (virtual), Assistant Chief Chris Patti, Division Chief - Logistics Josh Ambrose (virtual), Business Operations Director Brett Warwick, and Board Secretary Tom McBride attended the regular meeting held in person and via the virtual Zoom platform using the link posted on the Fire District's website.

BOARD FOR VOLUNTEER FIREFIGHTERS

The Board for Volunteer Firefighters met prior to the Board of Commissioners meeting.

ADDITIONS TO AGENDA

None. The agenda was approved as presented.

PUBLIC COMMENT & VISITING SPEAKERS

None.

ACTION ITEMS:

- 1. Approval of Minutes:*

A motion was made and seconded to approve the minutes of the Regular Meeting on August 10, 2023; the motion carried.

2. *Approval of Vouchers and Payroll:*

A motion was made and seconded to approve vouchers and payroll in the amounts listed below in items a through e; the motion carried.

- a. General Fund 6690 \$824,025.27;
- b. Capital Fund 6691 \$69,511.57;
- c. EMS/Apparatus Replacement Fund 6694 \$10,134.99;
- d. M&O Fund 6698 \$3,540.00;
- e. SORT Fund 6699 \$8,758.05.

3. *Approval of Resolution 23-593: Surplus of Property*

A motion was made and seconded to approve Resolution 23-593 Surplus of Property listed below in items a through c; the motion carried.

- a. Station 91 Fitness Equipment;
- b. Assorted Computer Monitors;
- c. (Qty 2) 2005 Honda Fourtrax Rancher 450 ATVs.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

STAFF REPORTS:

1. *Finance/Administration:*

Financials

The Fire District experienced an increase in total expenditures due to the annual wildfire mobilization, Firefighter overtime, and Enduris contract renewal. This August, total expenditures came to \$915,969.88.

The budget request tool has been sent out to department members. The Fire District switched platforms to utilize Microsoft Teams to more easily track data and move forward from the old FileMaker Pro program which has limitations with data exports and flexibility. Members will have until September 30 to enter their budget requests and in October the Fire District will begin to process and plan for 2024 expenditures to best utilize District funds.

Archive Social

BOD Warwick met with a representative of Archive Social and worked out a trial period for service through the remainder of 2023. This service will allow the Fire District to record, track, manage, and reference information that passes through its social media outlets. The Fire District is required to retain social media records that relate to customer feedback, complaints, provision of advice and assistance in information.

Cybersecurity

BOD Warwick met several times with Arctic Wolf, a cybersecurity service provider, regarding the Fire District's needs for improved security options. Arctic Wolf came highly recommended from the Fire District's IT group and its services will greatly assist in the protection of District information. BOD Warwick recommends for the Fire District a package with the following components:

- managed detection and response for endpoints, network, and cloud environments related to ransomware, data breach, email compromise investigation, and misconduct investigation;
- 24x7 coverage by 3 analysts;
- rapid response and resolution;
- post attack root cause analytics; and
- data recovery.

The cost is roughly \$14,000 annually. Due to the pricing of this subscription, BOD Warwick will submit a budget request for 2024.

Upcoming Events

Orders have been placed for the Fire District's Fire Prevention Week and Open House event scheduled for October 7, 2023. The fire sprinkler trailer, smoke house, bullseye fire extinguisher simulation, and many other stations will all be presented at the Open House. BOD Warwick met with Heather Patti in early September to discuss efforts to attract more visitors and ensure a memorable experience for the children and families of Fire District 9. Fliers have been distributed to local schools and messaging has been sent out to area neighborhoods. To gain more traction, the Fire District is including a raffle at this year's Open House to pair with its food drive kickoff in order to build momentum into the holiday season.

2. Logistics:

Facilities

There have been significant fire station property cleanup efforts throughout the system. For example, at Station 96 surplus equipment has been removed and landscaping/property has been cleaned up. DOC crews have been helpful.

At Station 91, internet outages are still occurring. The Fire District is working with the internet provider and considering alternative providers if the problems can't be reliably resolved.

At Stations 93 and 94, The fire District needs to establish wireless connections for use during the winter months. Stations 91 and 95 are receiving new cameras with recording capability for security purposes.

Apparatus

In terms of apparatus, some equipment remains out of service. Stations 95 and 91 engines are close to returning to service.

Capital

For capital projects, Station 91's roof is about 50% complete. Particular attention has been paid to the weather protection design and the contractors were able to minimize the need for plywood replacement. In addition, the door repair work project is in design and preparation mode. The county may require additional engineering review and analysis. But the Fire District is moving forward with plans to repair as quickly as possible.

Commissioner Thompson asked how Station 91 is continuing operations with the damaged door out of service. AC Patti explained that the Fire District has been able to move and position vehicles and equipment to better utilize the 2 remaining doors.

Commissioner Thompson asked whether the Fire District was able to lease a portion of Station 96 as contemplated at one time. The Chief explained that the potential lease arrangement with the cleaning company never materialized. When that space is ready for lease, there will be an effort to find other interested parties.

Commissioner Thompson asked about the possibility of installing more cameras at the Fire Districts' stations to discourage crime. The Chief explained that a number of cameras are already installed at Fire District stations that are staffed, but they are not monitored regularly on account of cost. In any event, the cameras have had a positive effect on reducing crime at the Fire District's stations. For additional security, there will be a priority put on linking cameras to front doorbells so automatic recording can occur when a doorbell is rung.

3. Operations:

AC Patti reported that operations activity for the month of August 2023 was busy. There were 247 calls for the month of August 2023, composed of 100 fire and 147 EMS. 2023 calls to date (1674) are ahead of 2022 calls through August (1540). BLS transports in August 2023 were at 87 and 434 for 2023 to date. The BLS number remains down from 2022.

The 87 BLS transport number was very high with the previous high at 67. An ambulance was unavailable and out of service which contributed to the higher number of transports. This put a considerable strain on Station 91.

Commissioner Albert asked how the additional demands on the Fire District affected its response times. AC Patti explained that response times were down, but not significantly. COVID calls also contributed to the additional demands at the hospitals.

The week of November 20 has been designated for inspection of the Fire District's medic units being built by Braun Northwest.

The update of portable radios in the Fire District has been completed.

The Fire District is working on new procedures for pre-programming of building projects. Details are being added to the standards for all equipment installed.

The Fire District is working with ESO related to logistics issues and emergency reporting. The objective is to consolidate the 2 areas into one program and the goal is to complete that project by January 1, 2024.

Fire incidents continued through August at a high rate with conditions hot and dry. Incidents included a Capital Forest ATV accident, a motorcyclist injury with difficult access issues, brush fires at Offut Lake that threatened multiple homes, and boats floating loose on lakes. Fortunately, there were not any structure fires.

Commissioner Thompson asked if there had been any transports to Tacoma on account of the ambulance shortage. AC Patti explained that Olypmia hospitals had serviced all local needs.

Finally, the ESO transfer of data will occur subject to the new contract being signed this week. 100% of the data will be transferred and preserved, but it will take 90-120 days to complete the transition. The underlying equipment and apparatus will not transfer.

Commissioner Thompson asked about the status of the motorcyclist in the accident. AC Patti indicated that, unfortunately, the motorcyclist in the accident in Capital Forest perished.

4. Chief's Report:

The personnel situation is similar to last month. There are no new injuries or illnesses to report. One employee continues long term LNI Time Loss leave, one employee is on light duty for a work related shoulder injury, and one employee is on Paid Family Medical Leave. The Fire District continues to have two temporary full-time personnel to provide additional staff.

Four new members completed the pre-academy training and have progressed on to the fall recruit class. One volunteer is attending the fall Thurston County EMT Class. One volunteer was denied access to training with the Medical Program Directory when his request for an attendance exemption for the first day of class was denied. A request for reconsideration was sent to Dr. Fontanilla on behalf of the volunteer and was again denied. The matter was referred to the EMS Operations Committee for review. The Fire District also has one lateral application for a volunteer that is currently under consideration.

The Station 95 HVAC close out is complete and the project is finished. Station 91 roof repairs are ongoing and the subject of an insurance claim with settlement paperwork in process.

Future project planning is underway, with discussions about fuel pump distribution and repositioning of the front entryway/administration area of Station 91 for improved public access and security. Station 95 remodel planning needs to occur, and Stations 92 and 94 need to consolidate their project planning.

The Station 91 door damage incident has led to the hiring of a consultant to coordinate a review and analysis to assist with preventing future accidents.

Collective bargaining work continues.

It has been a good year for the REMS module with a busy schedule. So far in 2023 the Fire District has billed \$218,000 total between equipment and personnel. That figure includes \$90,000 for the REMS module. These figures for collections and reimbursement are similar to prior years.

ADJOURNMENT

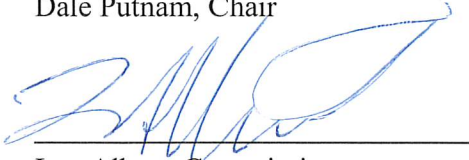
A motion was made and seconded to adjourn the Board meeting; the motion carried. The Board adjourned at 1939.

BOARD OF COMMISSIONERS

For Thurston County Fire District 9:



Dale Putnam, Chair



Len Albert, Commissioner



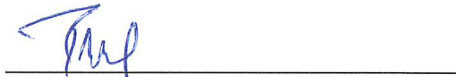
Mark Campeau, Commissioner



Jason Foust, Commissioner



Mark Thompson, Commissioner



Tom McBride, Board Secretary

Date