



## THURSTON COUNTY FIRE DISTRICT NO. 9

December 9, 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, 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. Commissioner Rich Milligan was absent without explanation. Viewing of the meeting was made available to the public with the Zoom meeting link posted on the district website.

### AGENDA

The agenda was approved as presented.

### ACTION ITEMS

1. **Approval of Minutes:** A motion was made and seconded to approve the minutes of the regular meeting on November 11, 2021; 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 c; the motion carried.
  - a. General Fund 6690 \$397,234.97;
  - b. EMS Fund 6694 totaling \$957.70;
  - c. M&O Fund 6698 \$18,626.50
3. **Resolution 21-573 – Transfer of funds to Capital Projects Fund 6691:** A motion was made and seconded to approve Resolution 21-573, transferring \$1,000,000 from Fund 6698, Maintenance and Operations Fund, into Fund 6691, Capital Projects Fund, for the purpose of replacing the roof and repairing water damage at Station 95; the motion carried.
4. **Approval of PPG 2760 – Paid Family Leave Policy:** Chief Johnson clarified a minor change in language from the original draft that was sent out. A motion was made and seconded to approve PPG 2760; the motion carried.

### OLD BUSINESS

None.

### NEW BUSINESS

Commissioner Putnam had previously emailed a draft of the Fire Chief Evaluation form requesting feedback from members of the Board. No changes were suggested for the Position Description or Performance Appraisal Survey Form. Commissioner Putnam asked that Chief Johnson submit his self-evaluation and submit it to all Board members by January 1, 2022.

Board members will complete Performance Appraisal before the January Board of Commissioners meeting, and the submissions will be reviewed during an Executive Session, after which the Board will meet with Chief Johnson to complete the review.

## **STAFF REPORTS**

**Finance/Administration:** See Chief's Report for complete information. EA Kindell reported the Ground Emergency Medical Transport (GEMT) report has been completed and in previous years the District has received approximately \$250,000 annually from the program. Reimbursement varies based on the number of transports and the Districts calculated cost of each transport.

The Chief's interviews for FF entry and lateral positions were completed today for fifteen candidates, with the expectation that conditional offers will be made in the next week.

The newsletter was mailed out last month and there have been eight requests for home fire safety inspections. EA Kindell is especially concerned about the marketing message for smoke detectors with "ten-year batteries" and will continue to educate homeowners about replacement of sealed system and hard-wired smoke detectors.

**Operations:** AC Patti reported November call volume was steady, with a total of 175 calls; 68 fire-related calls and 107 EMS calls. There were 42 BLS transports.

COVID-19 vaccination status for the entire department is at 92%.

AC Patti reported he is awaiting specs for the new aid unit from Braun. The lighting for Chief Johnson's Tahoe is still delayed.

All crews are preparing for a possible adverse weather event involving wind this weekend.

**Chief:** Chief Johnson reported there are still two people out on illness-related leave. One is scheduled to return in January, and the District will be providing a 30-day transition period to allow for training and work-related in-service items to be completed.

Six new personnel are working through the process for the volunteer recruit academy starting in February.

Thurston County fire chiefs met recently to discuss the Thurston County EMS system and will begin work on a problem statement at the next meeting.

Station 95 is in the final permit stage in preparation for the roof replacement and water damage repair. The water damage is more extensive than originally estimated, and provisional repairs will have to be made to prevent further damage before the work is started in the spring.

Chief Johnson is attending a meeting at Black Lake Grange this evening to discuss water issues. A meter will be installed outside the grange building to better determine the extent of the problem.

A meeting has been planned for February with Summit Lake Community Association members to discuss progression of the volunteer program. Chief Johnson recommended a presence from the Board at the meeting.

**COMMISSIONER REPORTS**

None.

**GOOD OF THE ORDER**

EA Kindell will be out of the office and working from home after December 21 while recuperating from surgery.

**ADJOURNMENT**

There being no further business, the regular meeting of the Board of Fire Commissioners adjourned at 1840 hours.

**BOARD OF COMMISSIONERS**

For Thurston County Fire District 9:

  
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Dale Putnam, Chairperson

  
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Mark Thompson, Commissioner

  
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Mark Campeau, Commissioner

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Rich Milligan, Commissioner (absent)

  
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Len Albert, Commissioner

  
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Ferol Max, Board Secretary  
January 13, 2021