



THURSTON COUNTY FIRE PROTECTION DISTRICTS 1 & 11
**WEST THURSTON REGIONAL FIRE
AUTHORITY**



10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

March 11, 2024 – Governing Board Business Meeting at 18720 Sargent Rd SW, Rochester St. 1-1

Call to Order/Attendance: Commissioner Dahl called the meeting to order at 17:34 hours.

Commissioners: Scott, Merryman, Ricks, Culleton, Reed

Chief: R. Smith,

Battalion Chief:

Captains: N. Drake, E. Smith

Lieutenants: E. Palmerson, M. Morales (Zoom)

Firefighters: D. Davis, C. White

Volunteer: J. Spiegelberg (Zoom)

Admin: Admin Svcs Director/Secretary S. Hemminger, Admin Asst. L. Patraca, Recruit and Retention Coordinator A. Reynoldson

Union Representative: A. Trautman

Guests: Diana Balsam, Robert Krouse, Jennifer Whisler (Zoom), Emily Morales (Zoom)

Additions/Deletions to the Agenda: Commissioner Dahl requested an Executive Session to follow the general board meeting. **THE PURPOSE OF THIS EXECUTIVE SESSION IS PURSUANT TO RCW 42.30.110 (g)** TO EVALUATE THE QUALIFICATIONS OF AN APPLICANT FOR PUBLIC EMPLOYMENT OR TO REVIEW THE PERFORMANCE OF A PUBLIC EMPLOYEE. HOWEVER, SUBJECT TO RCW 42.30.140(4), DISCUSSION BY A GOVERNING BODY OF SALARIES, WAGES, AND OTHER CONDITIONS OF EMPLOYMENT TO BE GENERALLY APPLIED WITHIN THE AGENCY SHALL OCCUR IN A MEETING OPEN TO THE PUBLIC, AND WHEN A GOVERNING BODY ELECTS TO TAKE FINAL ACTION HIRING, SETTING THE SALARY OF AN INDIVIDUAL EMPLOYEE OR CLASS OF EMPLOYEES, OR DISCHARGING OR DISCIPLINING AN EMPLOYEE, THAT ACTION SHALL BE TAKEN IN A MEETING OPEN TO THE PUBLIC. THE DURATION OF THE EXECUTIVE SESSION IS SET AT **30 MINUTES** BUT THIS MAY BE EXTENDED BY THE PRESIDING OFFICER. ACTION MAY OR MAY NOT BE TAKEN AFTER THE BOARD RECONVENES INTO REGULAR SESSION, AND NO ACTION SHALL BE TAKEN IN THE EXECUTIVE SESSION.

Public Comments/Presentations: None

Labor Management: A. Trautman – FF/EMT Trott returned to shift, D. Miller accepted a position with Graham Fire. Testing to fill the vacancy will begin in April 2024.

New Business:

1. Expenditure Approval. Commissioner Ricks moved to approve the total expenditure amount of \$495,729.42. Commissioner Reed seconded the motion. Motion carried 6-0.
2. Meeting Minutes. Commissioner Reed moved to approve the February 12, 2024, and February 29, 2024, meeting minutes. Commissioner Merryman seconded the motion. Motion carried 6-0.
3. Purchase Request:

- A. Bunker Gear 9 sets for a total of \$34,385.69. Commissioner Ricks moved to approve the purchase of bunker gear. Commissioner Culleton seconded the motion, Commissioner Scott abstained, motion carried 5-1.
- B. Bay Heater replacement for Old Hwy 99 Station total cost \$6,857.00. Recommendation to place a box fan in the doorway between the bays will allow for heat circulation to the front bay. Commissioner Merryman moved to not replace the heater. Commissioner Scott seconded the motion. Motion carried 6-0.
- 4. Resolution 2024-001 Surplus Radios. Commissioner Merryman moved to approve the surplus of radios. Commissioner Scott seconded the motion. Motion carried 6-0.
- 5. Volunteer Recruit & Retention Board Rep & Citizen Liaison. Commissioner Scott recommends the new commissioners be involved in various committees within the Department, as well as having a citizen on the Volunteer Advisory Board (VAB). Chief Smith and A. Reynoldson to establish an announcement and process to post for the citizen position on the VAB. Commissioner Merryman requested to receive the VAB emails.
Commissioner Dahl requested Chief Smith revive the Citizen's Advisory Board.
- 6. FIRE Project. Commissioner Scott and Diana Balsam propose a student learning program to reach K-12 students on Fire and EMS. Diana Balsam donated \$5,000 to initiate the program.
- 7. L & I WAC 296 305. Commissioner Scott inquired when L & I would be performing their next station evaluation, Chief Smith advised they do every couple of years, as well as the RFA's Insurance Company.

Unfinished Business (action items): None

Unfinished Business (non-action items):

- 1. Review Fire Fighter assault – Commissioner Scott
- 2. Asst. Chief Position – Commissioner Scott to discuss during Executive Session

Communications:

- 1. February 2024 Thurston County Treasurers report presented.

Chief/Training/EMS Reports: Refer to printed reports.

Recruit & Retention Coordinator Update: A. Reynoldson discussed the Volunteer Recruit Event on Wednesday, March 13, 2024, at St. 1-1 and that she already has six applications scheduled for interviews. Reynoldson discussed the upcoming Scott Lake Fishing Derby, Easter Egg Dash and mentoring program.

Commissioner Reports: Commissioner Ricks reported on the EMS Council, they anticipate a shortage of 20 Paramedics by the end of 2024.

EXECUTIVE SESSION. THE PURPOSE OF THIS EXECUTIVE SESSION IS PURSUANT TO RCW 42.30.110 (g) TO EVALUATE THE QUALIFICATIONS OF AN APPLICANT FOR PUBLIC EMPLOYMENT OR TO REVIEW THE PERFORMANCE OF A PUBLIC EMPLOYEE. HOWEVER, SUBJECT TO RCW 42.30.140(4), DISCUSSION BY A GOVERNING BODY OF SALARIES, WAGES, AND OTHER CONDITIONS OF EMPLOYMENT TO BE GENERALLY APPLIED WITHIN THE AGENCY SHALL OCCUR IN A MEETING OPEN TO THE PUBLIC, AND WHEN A GOVERNING BODY ELECTS TO TAKE FINAL ACTION HIRING, SETTING THE SALARY OF AN INDIVIDUAL EMPLOYEE OR CLASS OF EMPLOYEES, OR DISCHARGING OR DISCIPLINING AN EMPLOYEE, THAT ACTION SHALL BE TAKEN IN A MEETING OPEN TO THE PUBLIC. THE DURATION OF THE EXECUTIVE SESSION IS SET AT 30 MINUTES BUT THIS MAY BE EXTENDED BY THE PRESIDING OFFICER. ACTION MAY OR MAY NOT BE TAKEN AFTER THE BOARD RECONVENES INTO REGULAR SESSION, AND NO ACTION SHALL BE TAKEN IN THE EXECUTIVE SESSION.

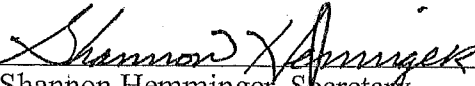
The Executive Session began at 1821 hours.
The Executive Session concluded at 1851 hours with no action taken.

The regularly scheduled Commissioner Meeting reconvened at 1851 hours to advise no action was taken during the Executive Session.

Good of the Order: None

Adjournment: The board adjourned the meeting at 1853 hours.

Submitted for Board approval by:


Shannon Hemminger, Secretary


Calvin Dahl, Board Member


Robert Scott, Board Member

Jeff Merryman, Board Member


John Ricks, Board Member


Tom Culleton, Board Member

Mike Reed, Board Member