



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

10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614



February 10, 2020 – Governing Board Business Meeting at the Littlerock Road Fire Station

Call to Order/Attendance: Commissioner Ricks called the meeting to order at 18:00 hours. Commissioners Culleton, Dahl, Jernigan (18:37), and Pethia, Chiefs Kaleiwahea, Scott and Stone, former Commissioner Jones, Captains E. Smith and Dyer, Lt. Drake, FFs Bennett and Weinstein, Logistics Coordinator J. Joslin, Admin Assistant Linda Patraca and Secretary Linda Shea were present. Commissioner Elkins and Union Representative Garza were absent (excused.)

Public Comment/Presentations: Commissioner Ricks presented a service award to former Commissioner Jones for his 34 years of service to the citizens of West Thurston Regional Fire.

Additions/Deletions to the Agenda: None.

Labor Management Team Report: No updates.

New Business:

1. Expenditure Approval. Commissioner Pethia moved to approve the expenditures in the amount of \$573,588.36. Commissioner Dahl seconded the motion. Motion carried 4-0.
2. Minutes.
 - a. Commissioner Pethia moved to approve the January 13, 2020 general board minutes. Commissioner Dahl seconded the motion. Motion carried 4-0.
 - b. Commissioner Pethia moved to approve the January 23, 2020 special board minutes. Commissioner Culleton seconded the motion. Motion carried 4-0.
3. Resolution #2020-003, Surplus Equipment. Linda S. presented Resolution #2020-003 to approve the surplus of excess equipment (inventoriable and non-inventoriable items), noting that one additional item was added (portable BK radio). Commissioner Dahl moved to approve Resolution #2020-003 as amended. Commissioner Pethia seconded the motion. Motion carried 4-0.
4. Policy #1.1012, Volunteer Reimbursement. Linda S. presented a draft revision to the Volunteer Reimbursement policy, bringing it into compliance with federal wage standards. She asked the board to review and send her feedback, with the goal of approving it at the March meeting.
5. Resolution #2020-1, Dissolution of IGA for Training Facility. Commissioner Ricks explained the purpose of the dissolution of the training facility IGA, with discussion following. Commissioner Culleton moved to approve Resolution #2020-1. Commissioner Dahl seconded the motion. Motion carried 4-0.
6. Interlocal Agreement – Use of Fire Training Facility. Linda S explained this was a draft IGA for review and comment by the board (as per D. Kindell at District #9).
7. Request for use of unspent 2019 Wellness Equipment Funds. Linda S. reported that Lt. Morales has requested that \$923 of unspent 2019 Wellness Equipment funds be carried over into 2020, as intended purchases were unable to be completed in 2019. Commissioner Dahl moved to approve the carry-over. Commissioner Pethia seconded the motion. Motion carried 4-0.

Unfinished Business (action items):

1. Station tour by board. The board agreed to schedule two station tours: March 9 at 4:30 PM, station 1-1 (prior to the board meeting); and April 13 at 4:30 PM, station 1-2 (prior to the board meeting.)

The board recessed for a 5-minute break at 18:32, reconvening at 18:37.

Unfinished Business (nonaction items):

1. Beaver Creek property. Chief Scott reported we are still waiting on the county. The board agreed this item could be removed from future agendas until action has been taken.
2. Chehalis Tribe negotiations. Chief Kaleiwahea reported that he will discuss this during executive session.
3. Weyerhaeuser meeting. Chief Kaleiwahea reported that we should have a final contract from Weyerhaeuser shortly following final review by their legal department.
4. Drone Program. Captain Dyer reported they have been unable to finalize a date for the demo, hopefully they will have it scheduled for the next board meeting.

Communications:

1. Thurston County Treasurer January 2020 reports were presented as per RCW 52.16.050(4).
2. February 2020 budget reports were distributed. Linda S. noted the overexpended budget line items would be covered as follows:
 - a. Admin Small & Attractive – this is related to the IT upgrade project that was approved by the board to be covered by GEMT funds in 2019 but not completed. GEMT funds will be moved to cover this overexpenditure.
 - b. Suppr Wildland Tools – overspent due to department's purchase of wildland tools as approved under the DNR Wildland grant, which will cover the overexpenditure.
3. Operations Committee Update. Chief Scott reported the Operations committee has been working on additional cribbing for the apparatus, and the Man vs. Machine kits. Color-schemed hose is on order.
4. Long Term Care Annuity plan statement. Linda S. presented the annual statement for the LTC annuity.
5. Wa Risk Mgmt class. Linda S provided a flyer on the upcoming risk management class in Chelan. Commr. Ricks will be attending; Commr. Dahl will not be attending; Commr. Culleton is undecided.
6. TCOMM911. Chief Kaleiwahea presented a memo from TCOMM regarding their radio replacement update.
7. Medic One Comprehensive Plan (draft). Chief Kaleiwahea discussed the county EMS draft comprehensive plan (electronic copies were provided prior to meeting.)

Chief Reports: Refer to printed reports.

Commissioner Reports:

1. EMS Council. No report.
2. West Thurston Admin Board. Commissioner Ricks reported the next meeting will be in April.
3. Thurston County Fire Commissioners. Commissioner Ricks reported the association elected new officers, and also received a briefing on the TCOMM911 radio replacement plan.
4. Washington Fire Commissioners. Chief Scott reported that he and Commr. Culleton attended Legislative Day.
5. Community Communications. Commr. Pethia reported he is aware of two licensed ham radio operators in his neighborhood.

Good of the Order:

1. Captain Dyer reminded of the upcoming crab feed at TCFD #12 on March 7.

2. Commr. Pethia reported the WFCA is supportive of moving forward with possible changes to the health insurance program to allow full coverage of NFPA physicals for firefighters.

In the interest of allowing meeting attendees the opportunity to leave, the board adjourned the general meeting at 19:06 to convene the BVFF and individual district meetings, with an announcement that the WTRFA General Board would re-convene to hold an executive session to discuss non-union personnel contracts (RCW 42.30.140(4)(a)) and emergency service contracts (RCW 42.30.140(4)(b)) following the individual district meetings.

The board reconvened the general meeting at 19:19 following the BVFF and individual district's meetings, and announced it would be holding an executive session for the next hour.

The board closed the executive session and reconvened the general meeting at 20:23.


Non-Union Personnel Contracts.

- Commissioner Dahl moved to approve the proposed Fire Chief contract. Commissioner Pethia seconded the motion. Motion carried 5-0.
- Commissioner Dahl moved to approve the proposed Operations Chief, Administrative Services Director, PIO/EMS Director, and Logistics Coordinator contracts. Commissioner Pethia seconded the motion. Motion carried 5-0.

Emergency Services Contracts. No board action was taken on this issue.

Adjournment: The board adjourned the meeting at 20:32 hours.

Submitted for Board approval by:


Linda Shea, Secretary


Tom Culleton, Board Member


Dave Pethia, Board Member


John Ricks, Board Member


Calvin Dahl, Board Member


Ben Elkins, Board Member


Jeff Jernigan, Board Member