



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



10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

February 11, 2019 – Governing Board Business Meeting at the Littlerock Road Fire Station

Call to Order/Attendance: Commissioner Jones called the meeting to order at 09:00 hours. Commissioners Dahl, Elkins, and Ricks, Chiefs Kaleiwahea, Scott and Stone, Captains Christenson and Dyer, Union Representative Schwartz, Training Captain R. Smith, FF Panuska and Peoples, Volunteer Coordinator Joslin, and Secretary Linda Shea were present. Commissioners Jernigan and Pethia were absent (excused.)

Public Hearing/Comment/Presentations: None.

Additions/Deletions to the Agenda:

1. Commissioner Elkins asked the board to consider a change to the meeting start time from 0900 to 1600 hours. Linda will bring a resolution for signature to the March meeting.
2. Commissioner Elkins asked about hiring a contractor for snow removal at the stations. Chief Kaleiwahea reported that a contractor has been hired. The chief will also check with the county on considering plowing the station's parking lots as part of a regular snow removal maintenance activity.
3. Linda asked to postpone the BVFF meeting until March.
4. Chief Kaleiwahea reported the badge pinning for FF Weinstein was cancelled due to inclement weather.

Labor Management Team Report: Chief Scott reported the team will be meeting later this week. Commissioner Elkins suggested the department might consider “piggybacking” onto the county’s contract for providing PTSD and mental health training for the peer support group.

New Business:

1. Expenditure Approval. Commissioner Dahl moved to approve expenditures in the amount of \$460,402.44. Commissioner Ricks seconded the motion. Motion carried 4-0.
2. Minutes.
 - a. Commissioner Ricks moved to approve the January 9, 2019 workshop minutes. Commissioner Dahl seconded the motion. Motion carried 4-0.
 - b. Commissioner Dahl moved to approve the January 14, 2019 General board minutes. Commissioner Elkins seconded the motion. Motion carried 4-0.
3. Resolution #2019-002, Surplus Equipment. Linda presented a list of equipment to be surplus. Commissioner Dahl moved to approve Resolution #2019-002. Commissioner Elkins seconded the motion. Motion carried 4-0.
4. Light Duty Vehicle acquisition. Chief Kaleiwahea asked the board to reaffirm his understanding that funding for priority capital/facility improvements was to come from GEMT revenue. After much discussion, the board asked for all projects funded from the GEMT to be brought before the board first for approval. Chief Kaleiwahea proposed three projects to be funded from the current GEMT revenue balance of approximately \$200k:

- a. Replacement of the light duty truck currently being used for both hauling lawn maintenance equipment between the stations, and as a Strike Team Leader vehicle on state mobilizations. Chief Kaleiwahea proposed purchasing a used vehicle to be used solely for lawn maintenance, leaving the current light duty vehicle as a Strike Team Leader vehicle. The board asked the chief to bring bids to the next meeting for their review and approval.
 - b. Replacing the well at the Maytown station. Commissioner Dahl obtained a bid for digging a new well at Maytown for approximately \$6,300. Commissioner Dahl moved to approve the Maytown well project up to \$10,000. Commissioner Ricks seconded the motion. Motion carried 4-0.
 - c. Station 1-3 generator. A discussion was held on the type of generator needed for the Rochester station 1-3. Chief Scott will obtain bids to bring back for board review and approval.
5. 2019 Budget Adjustment Requests. Linda presented two requests for budget adjustments:
- a. \$759.00 carryover from 2018 to 2019 for Health & Wellness equipment. Commissioner Elkins moved to approve the carryover. Commissioner Dahl seconded the motion. Motion carried 3-1, with Commissioner Jones voting nay.
 - b. 3% COLA. Linda reported that due to a misinterpretation of the salary matrix, the 3% COLA approved in the labor contract for 2019 was not included in the 2019 budget projections. She requested \$100,775 to be moved from the Unreserved balance to cover the salaries and benefits associated with the 3% COLA. Commissioner Ricks moved to approve the budget adjustment. Commissioner Elkins seconded the motion. Motion carried 4-0.

Unfinished Business (action items):

1. Rochester Station 1-3 fencing bids. The board does not believe this to be a worthwhile investment, and rejected all bids.

Unfinished Business (nonaction items):

1. Maytown well/water. Discussion and resolution covered under New Business, 4.b. above.
2. Community Communications. No update.
3. GEMT update. No update.
4. Beaver Creek property. Chief Scott reported the permit process has begun, with a check being sent to the county this week.
5. Chehalis Tribe negotiations. Chief Kaleiwahea reported there has been no update. He is giving the tribe 30 days to respond, and then he will contact them.
6. Administration Reorganization. Chief Kaleiwahea reported on the changes in Administration to create a Logistics Coordinator responsibility which will hopefully streamline many of the facility and equipment maintenance processes, as well as create one point of contact for maintenance issues.

Communications:

1. Thurston County Treasurer January 2019 reports were presented as per RCW 52.16.050(4).
2. February 2019 budget reports were distributed. Linda pointed out that a new reserve line had been established for the Wildland Mobilization funds (308.80.00.002, Wildland Res 67A0) as per the board's direction, with a current balance of \$219,592.
3. EAP Utilization report. Linda presented the recent EAP report, which shows a utilization rate of almost 5%.
4. Elected Officials and Retirement Membership. Linda reported she recently learned about the opportunity for elected officials to earn service credit in the Public Employees' Retirement System. Information was handed out to the interested board members.
5. Newsletter-Spring 2019. Chief Kaleiwahea recognized Jessica for her efforts in producing the Spring 2019 newsletter. The newsletters will be displayed in poster stands through-out the district at various businesses and offices.

Chief Reports: See written reports.


Commissioner Reports:

1. EMS Council. No report.
2. West Thurston Admin Board. Commissioner Ricks reported that discussions continue with District #6 on the prospects of their district joining the West Thurston Fire & Life Safety group.
3. Thurston County Fire Commissioners. No report.
4. Washington Fire Commissioners. No report.
5. Training Consortium. No report.

Good of the Order: Linda presented a thank-you from a citizen for the crew who assisted on a medical incident in August.


Adjournment: The board adjourned the meeting at 10:11 hours.

Submitted for Board approval by:


Linda Shea, Secretary


John Jones, Board Member


Dave Pethia, Board Member


John Ricks, Board Member


Calvin Dahl, Board Member


Ben Elkins, Board Member


Jeff Jernigan, Board Member

