



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

10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614



July 8, 2019 – Governing Board Business Meeting at the Sargent Road Fire Station

Call to Order/Attendance: Commissioner Jernigan called the meeting to order at 18:00 hours. Commissioners Dahl, Elkins (18:20), Jones, Pethia and Ricks, Chiefs Kaleiwahea and Scott, Captain Dyer, Union Representative Lt. Garza, and Secretary Linda Shea were present. Chief Stone was absent (excused).

Public Hearing/Comment/Presentations: None.

Additions/Deletions to the Agenda:

1. Chief Kaleiwahea requested adding “Board Nominations” under New Business.
2. Chief Scott requested adding “Michigan Hill” under New Business.

Labor Management Team Report: Commissioner Jernigan reported the labor team met to begin negotiations on the new contract. Lt. Garza reported the main focus at this time is promoting the upcoming levy.

New Business:

1. Expenditure Approval. Commissioner Dahl moved to approve the expenditures in the amount of \$486,698.93. Commissioner Jones seconded the motion. Motion carried 5-0.
2. Minutes. Commissioner Pethia moved to approve the general board minutes from June 10, 2019. Commissioner Ricks seconded the motion. Motion carried 5-0.
3. Resolution #2019-008, Surplus/Missing Radios. Linda presented a list of radios that were not found during the inventory count, noting these were the last items to be reconciled from the 2018 inventory project. Commissioner Dahl moved to approve Resolution #2019-008. Commissioner Jones seconded the motion. Motion carried 5-0.
4. TComm IAG. Chief Kaleiwahea reported that TComm requested a review and affirmation by the department of the current interagency agreement (first signed in 2010.) He requested board approval for his signature on the requested letter. Commissioner Jones moved to approve the affirmation of the IAG. Commissioner Dahl seconded the motion. Motion carried 5-0.
5. Policy 1.1022 Fire Investigation Unit revision. Chief Kaleiwahea presented a revision to Policy 1.1022, noting the ratings bureau requires all structure fires to be investigated no matter the loss value. The department did this in practice; the policy was updated to reflect practice. Commissioner Dahl moved to approve the revised policy. Commissioner Jones seconded the motion. Motion carried 5-0. Lt. Garza noted that he reviewed the policy revision and was satisfied with the changes, on behalf of the union.
6. Primary Ballot/Proposition Mailer costs. Chief Kaleiwahea presented a proposal for mailing a flyer to district residents about the upcoming levy. The estimated costs for printing and mailing 11,896 trifold color flyers are \$5,472. The flyer would be mailed out the same day as the ballots (July 17). Commissioner Dahl moved to approve the mailer. Commissioner Pethia seconded the motion. Motion carried 5-0.
7. Succession Planning. Commissioner Pethia raised the concern about adequate planning for upcoming retirements in the next two to five years, and stressed the department needs to ensure adequate time for

training and selection of in-house candidates. The board did not request a formal plan for succession planning, only expressed a desire for the planning to commence.

8. Board Nominations. Chief Kaleiwahea requested the board submit a nomination for the Chairman of the Board award, by July 11.
9. Michigan Hill. Chief Scott reported he received a call from the new homeowner across the street from the Michigan Hill station, expressing a desire to purchase the station if it was for sale. The board is not interested in selling the station due to population growth in that area.

Unfinished Business (action items):

1. Station 1-1 bay door timers. Linda reported the original quote approved by the board in March was inaccurate and did not include complete costs; the correct quote at that time should have been \$4,289. Subsequently the contractor notified the department that the timers originally ordered will not work without a wiring harness, increasing the quote to \$8,702. A second option for a different timer was quoted at \$3,377. Linda recommended proceeding with the second option. Commissioner Jones moved to approve the recommendation. Commission Ricks seconded the motion. Motion carried 6-0.

Unfinished Business (nonaction items):

1. GEMT update. Linda reported that the managed care organizations (MCOs) have started contacting her about making payments on GEMT transports from 2017.
2. Beaver Creek property. No update.
3. Chehalis Tribe negotiations. Chief Kaleiwahea reported on the meeting held with the financial consultant hired by the tribe. The consultant, Peter Moy, presented a draft proposal which recommends a significantly lower cost for providing fire/EMS services to the tribe; this proposal will be presented to the tribal council in the near future. Chief Kaleiwahea plans to pull together a citizen action committee after the election to address the issue about funding from the tribe.
4. Energy Consultant. Chief Scott handed out an initial report as provided by Ecotope. He will email the final report when received, and also ask the consultant to attend the next board meeting.
5. Weyerhaeuser meeting. Chief Kaleiwahea reported the meeting with Weyerhaeuser officials went well, and they are very interested in partnering with the department to develop a response station on the corner of the Weyerhaeuser-Mima Tree Farm.

Communications:

1. Thurston County Treasurer June 2019 reports were presented as per RCW 52.16.050(4).
2. July 2019 budget reports were distributed.
3. Tumwater study update. Chief Kaleiwahea presented an email update from the consultant hired for the regionalization study.
4. WTRFA/McLane voter pamphlet statements. Chief Kaleiwahea presented the statements for the department and McLane/Blake Lake which will be published in the voter pamphlets, noting the levy amount requested by McLane/Black Lake is comparable to the amount requested by WTRFA.
5. Public Records Annual survey. Linda presented the survey as submitted to the Joint Legislative Audit and Review Committee (JLARC) on records request for 2018.

Chief Reports:

1. Chief Kaleiwahea reported that nine (9) second sets of bunker gear are in the process of being purchased (\$27k).
2. Chief Kaleiwahea reported the summer newsletter is being distributed through-out the district.

3. Chief Scott reported the operations committee met this morning to discuss various issues, and will begin meeting on a monthly basis.
4. Chief Scott reported he will be meeting with Chief North to assist in development of communication protocols for escalating incidents.

Commissioner Reports:

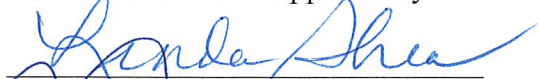
1. EMS Council. Commissioner Ricks reported that Medic One received favorable feedback on their survey regarding a levy restoration. Medic One also renewed the contract with Stryker.
2. West Thurston Admin Board. Commissioner Ricks reported the board is bringing District #6 up to speed – the representative from District #6 is Brandon Faust. Next meeting is October 2, when they hope to have new bylaws passed.
3. Thurston County Fire Commissioners. Commissioner Ricks reported the next meeting will be August 20 at Lake Lawrence (the annual picnic.)
4. Washington Fire Commissioners. No update.
5. Training Consortium. No update.
6. Community Communications. Commissioner Pethia distributed a hand-out addressing various elements of the Thurston Regional Disaster Recovery plans. Discussion was held on the importance of developing a district-level plan for communications and sustainability during a disaster, including citizen preparation. Commissioner Pethia will ask the Washington Fire Commissioners Association for assistance in reaching out to the appropriate federal government for assistance in development of such a plan.

Good of the Order:


1. Chief Kaleiwahea reminded that ballots will be mailed July 17.
2. Commissioner Pethia reported the FireWise class held at Station 1-1 had a positive impact on the Field of Dreams community by establishing a 100' setback from native brush as recommended. A second FireWise class will be held in October.
3. Chief Scott reported that Lt. Lyon is in Alaska on a mobilization (on the Boundary River Fire.)

Adjournment: The board adjourned the meeting at 19:29 hours.

Submitted for Board approval by:

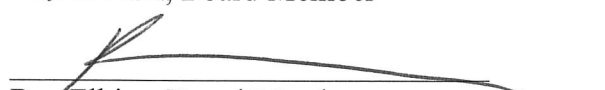

Linda Shea, Secretary


John Jones, Board Member


Dave Pethia, Board Member


John Ricks, Board Member


Calvin Dahl, Board Member


Ben Elkins, Board Member


Jeff Jernigan, Board Member

