



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



10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

May 13, 2019 – Governing Board Business Meeting at the Sargent Road Fire Station

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

Public Hearing/Comment/Presentations: Frank Hamilton presented information regarding a local volunteer group that sets up and establishes ham radios as a hobby and for competition. He noted how versatile ham radios are and how they can be the only source of communication in an emergency. Mr. Hamilton cordially invited the board to attend an upcoming competition and to see how the ham radios are established and how they work. Commissioner Ricks reported it would be a good idea for the district to establish a working relationship with the group.

Additions/Deletions to the Agenda: None.

Labor Management Team Report: Chief Scott reported Lt. Garza has been appointed as the new union representative. Union Representative Garza reported there has not been a date set for beginning contract negotiations. He also reported a PTSD/peer support training has been established and is taking place later this month. Union Representative Garza also reported the union has been in discussion regarding the levy and is in full support. The union has approved funding to help support the levy campaign.

New Business:

1. Expenditure Approval. Commissioner Dahl moved to approve the expenditures in the amount of \$420,990.03. Commissioner Elkins seconded the motion. Motion carried 5-0.
2. Minutes. Commissioner Dahl moved to approve the minutes from April 08, 2019. Commissioner Elkins seconded the motion. Motion carried 5-0.
3. Resolution 2019-005, Surplus Equipment. Linda presented a list of equipment to be surplus. Commissioner Dahl moved to approve Resolution #2019-005. Commissioner Elkins seconded the motion. Motion carried 5-0.
4. Purchase Requests. Chief Kaleiwahea presented a request to purchase new thermal imaging cameras (TIC) with lanyards. It is reported these are non budgeted items, however the funds will be coming from the GEMT funds, which require board approval. Discussion took place regarding the needs of the TIC's. Commissioner Jones moved to approve the purchase. Commissioner Elkins seconded the motion. Motion carried 5-0.

Unfinished Business (action items):

1. Station 1-3 Generator RFQ. Chief Scott presented a summary of quotes for a generator to be installed at the Rochester station. The recommendation is to use Reliable Electric. Discussion took place on the bid

submittals. Commissioner Dahl inquired if a bid has been obtained from Associated Petroleum Products (APP) for installing the piping; Chief Scott will follow up with APP. Commissioner Dahl also would like the contract to state there will be no overtime or shift differential pay. Commissioner Ricks moved to approve the bid from Reliable Electric. Commissioner Pethia seconded the motion. Motion carried 5-0.

2. Policy #1-2005, Anti-Harassment. Linda presented policy 1-2005 for approval as the sixty-day review period is now up as of April 27. Linda noted there has been an additional modification as suggested during the recent anti-harassment training (adding the definition of protected class). No other modifications were made. Commissioner Dahl moved to approve the policy. Commissioner Ricks seconded the motion. Motion carried 5-0.
3. Energy Consultant. Chief Scott reported the responses for the RFQ for an energy consultant were outside the scope of the RFQ and didn't meet the criteria. Commissioner Dahl reported he did further research and was provided the name of an energy consultant, Jonathan Heller, whom specializes in fire stations. He had contacted Mr. Heller, of Ecotope, and discussed the issue with the power at station 1-1. Mr. Heller would like to review all the data for the station and provide assistance; Chief Scott will send all data to him. Item has been tabled until the June meeting to provide time to work with the new energy consultant.
4. M & O Levy Documents. Chief Kaleiwahea reported the levy documents were submitted and he has received confirmation. The only item that has changed on the documents is they now list the committee members for the advisory committees.

The board recessed for a 10-minute break at 19:00, reconvening at 19:10.

Unfinished Business (nonaction items):

1. Maytown well/water. Chief Kaleiwahea reported there is no update; he is waiting on Old Dominion's engineer to begin drilling for the Group A well system and then see if it is feasible to hook up to it. Commissioner Jones has requested this item be removed from the agenda and be placed as a capital budget item during the 2020 budget review.
2. Community Communications. Commissioner Pethia reported he is in support of being involved with the ham radio volunteer group. Chief Kaleiwahea will add this item to the emergency disaster plan. Commissioner Jones entertains a proposal to purchase a ham radio.
3. GEMT update. Linda reported the district has received \$64,090 for the fiscal year 2017 settlement. She reported the 2017 transports will be settled via a single intergovernmental transfer; it is estimated the amount the district may receive is \$214,000. Linda also reported there will be a fee for service invoice forthcoming due to HCA; the amount due is undetermined at this time.
4. Beaver Creek property. Chief Scott reported the permit is still in process at the county.
5. Chehalis Tribe negotiations. Chief Kaleiwahea reported all data has been provided and negotiations are still ongoing. It is possible a final report will be issued by the end of the month.

Communications:

1. Thurston County Treasurer April 2019 reports were presented as per RCW 52.16.050(4).
2. May 2019 budget reports were distributed. Linda pointed out that \$50,000 has been moved from the GEMT reserve and placed in a new budget line for vehicle maintenance. This is due to the expected higher-than-budgeted costs for repairs and up-keep on the apparatus currently being serviced by City of Olympia.
3. Local Records grant final project. Linda reported the local records grant final report was submitted and funds were received. The project is still ongoing and record storage has improved immensely since the beginning the project.
4. Battalion vehicle repair. Linda reported the battalion has been fixed and is back in service.
5. 2018 Annual Report (draft.) Linda reported the state required annual report is ready to submit and inquired if there were any comments or questions. Commissioner Ricks was concerned at the amount of fuel cards

the district has; Linda noted the reason for an abundance of fuel cards is due to each apparatus has two fuel cards each (from different vendors).

Chief Reports: Refer to written reports.

Commissioner Reports:

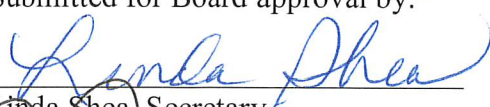
1. EMS Council. Commissioner Ricks reported the council is working on a program for emergency room diversion and not diverting out of the county. He also reported District 6 application for transport has been approved.
2. West Thurston Admin Board. Commissioner Ricks reported the next meeting is to be held at the end of June. By-laws are still being reviewed along with a possible name change.
3. Thurston County Fire Commissioners. Commissioner Ricks reported due to lack of funds, the commissioners are having a difficult time in maintaining the association.
4. Washington Fire Commissioners. The Chelan seminars are upcoming at the end of May.
5. Training Consortium. Commissioner Pethia reported a meeting has been scheduled and the consortium is not being utilized as was expected.

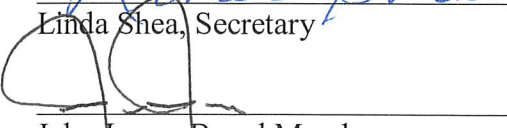
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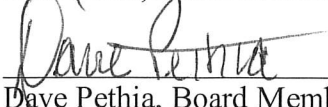
1. Chief Kaleiwahea reported the ballot proposition is in a little more than 80 days and asks everyone to vote.
2. Commissioner Ricks reported the incident count and breakdown of call reports from the chief reports are fantastic, however doesn't feel as if all the other reports are needed. Chief Kaleiwahea reported these reports are often times placed on our website and the data is used for other purposes throughout the year.
3. Linda presented a thank-you from the Heart Strides horse group for the donation of 17 pair of used firefighter boots.
5. Captain Dyer requested the commissioner's approval to purchase coffee cups and mugs for district members to give out during EMS appreciation week. She also noted there are now coffee mugs with the district logo available in the kitchen at station 1-1. Commissioner Pethia moved to approve the purchase. Commissioner Elkins seconded the motion. Motion carried 5-0.

Adjournment: The board adjourned the meeting at 20:10 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

