



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



10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

March 9, 2020 – Governing Board Business Meeting at the Sargent Road Fire Station

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

Public Comment/Presentations: Shannon Brady, property owner north of station 1-3, claims the station's boundary lines encroach on her property. She asserts that the width of the property should be 162' X 610', but at present the property lines are set at 135' X 610', so 28 feet of her deeded property is on the station side. She has contracted for a formal survey of the property. The parking lot was built in 2000, and she claims when the neighbor cleared the lot, he knowingly went over the property lines. She purchased the home/land in 2012 as a foreclosure, but did not confirm property lines before the purchase. Commissioner Dahl noted that the fence line was there when she purchased it, and we have been maintaining it for that long. In his opinion, a court of law would most likely decide in the department's favor. Ms. Brady would like the department to resolve the property issue and make it right. The board and Ms. Brady agreed to revisit the issue after the survey is complete. Ms. Brady will be back for the April meeting.

Additions/Deletions to the Agenda:

1. Linda S. requested the addition of *Training Center IGA* to New Business.
2. Commissioner Dahl suggested a discussion of the board's station tours be added to Communications.

Labor Management Team Report: No updates.

New Business:

1. Training Center IGA. Linda S. presented the final intergovernmental agreement with McLane Black Lake for the training facilities. Commissioner Dahl moved to approve the IGA. Commissioner Pethia seconded the motion. Motion carried 5-0.
2. Expenditure Approval. Commissioner Pethia moved to approve the expenditures in the amount of \$474,972.67. Commissioner Dahl seconded the motion. Motion carried 5-0.
3. Minutes. Commissioner Pethia moved to approve both the February 10, 2020 general board minutes AND the February 19, 2020 special board minutes. Commissioner Culleton seconded the motion. Motion carried 5-0.
4. IAG with National Purchasing Partners. Linda S presented an interagency agreement with National Purchasing Partners (NPPgov), a purchasing cooperative which allows local governments to purchase from their contractors. The department's legal advisor agreed the IAG and purchasing process meets department requirements and are allowable to use for purchasing. Commissioner Pethia moved to approve the IAG with NPP. Commissioner Elkins seconded the motion. Motion carried 5-0.
5. Purchase Requests.

- a. Linda S. presented a purchase request for a new set of extrication tools, at a cost of \$38,251. Commissioner Dahl moved to approve the extrication set. Commissioner Pethia seconded the motion. Motion carried 5-0. Further discussion was held on the need for extra batteries and chargers, and the option for retrofitting current extrication tools at a lower cost option. Commissioner Dahl rescinded his motion to approve the purchase. Chief Kaleiwahea will obtain more information from Captain R. Smith and present it at the April board meeting.
- b. Chief Scott presented a purchase request for nozzle retrofits on three of the brush trucks, and a new installation on the new brush truck, with maximum costs of \$77,200. Commissioner Pethia moved to approve the purchase of nozzles for all four brush trucks up to \$77,200. Commissioner Elkins seconded the motion. Motion carried 5-0.

Unfinished Business (action items):

1. Policy #1.1012, Volunteer Reimbursement. Linda S. reported this policy is pending further review by the chiefs, and feedback from the board.

The board recessed for a 10-minute break at 7:05 PM, reconvening at 7:15 PM.

Unfinished Business (nonaction items):

1. Chehalis Tribe negotiations. Chief Kaleiwahea reported that he met with Kelly Edwards from the tribe. The tribe has applied for a BLS transport license, and have indicated they will make a decision after they find out if the license is approved by the state. Chief Kaleiwahea assured Mr. Edwards that the department we will not be making changes to its current response to tribal properties in the immediate future.
2. Weyerhaeuser meeting. Chief Kaleiwahea reported the contract is still with Weyerhaeuser's legal team, noting that the department is not in a position to move rapidly anyway.
3. Ham Radio equipment/installation. – Chief Kaleiwahea requested board approval to install units at stations 1-1 and 1-2, at \$16,000 total cost (quote from Day Wireless; Whisler Communications declined to bid.) Commissioner Dahl stated that the cost seems unreasonable for two radios. Lt. Swecker clarified that the antenna cost can be high due to being specifically tuned for ham radio operation. Commissioner Pethia believes it is important to pay for equipment that will work. Chief Kaleiwahea will try to find a lower cost option to bring back to the next meeting.
4. Drone Program. Captain Dyer reported they will have some demonstrations on Friday March 13 (no times identified yet – she will email the times as soon as she knows). She passed along a class flyer for certifying people to fly drones (\$350 per person). She emphasized that no purchases will be made until she has policies developed and people identified/trained (one person on each shift). She is relying on Chris Heilman and Aaron Nordquist's expertise and recommendations on which drone to purchase.
5. Facility Maintenance Plan update. Chief Kaleiwahea will bring specific updates to next meeting. Phase 1 of the maintenance plan is estimated to be 90% complete, then crews will move into more complex projects. He also reported on Jessica Joslin's departure, and reported that all her duties have been reassigned, with a plan to contract with her to continue with marketing, website, newsletter, etc.
6. Station 1-1 energy usage. Chief Scott reported a 16% decrease in kilowatt usage over the same period last year. The next billing cycle should be more complete. Commissioners Dahl asked about adding solar panels to help drop the department's rate into a lower pricing tier. He suggested having SmartEnergy come back to help with an analysis to see if solar panels would help. Chief Scott noted that we are continuing to work with PSE to make sure the department is in the correct pricing tier.
7. Station tours by board. The board visited Michigan Hill, Albany and Old 99 stations. Michigan Hill was fairly empty; the board wants to see that station cleaned regularly (once a month – maybe put a small heater in bathroom to keep from freezing.) The Albany station needs additional storage in the kitchen. They noted that all the wall heaters were on for heating up the dayroom; the board would like to move up replacement

of the dayroom heater to priority level 1. The board noted that the roof needs to be replaced. The Old 99 station looks good, but could also use a regular monthly cleaning.

Communications:

1. Thurston County Treasurer February 2020 reports were presented as per RCW 52.16.050(4).
2. March 2020 budget reports were distributed.
3. Operations Committee Update. Chief Scott reported that FF Degagne has been instrumental in getting projects going, such as obtaining demo hose for replacing hose inventory, rolling out the Man vs. Machine kits, and getting crib packs placed on all the engines. He reported the aid car chassis are at Braun. The committee recently demo'd a new engine, and bid specs on the new engine are being reviewed.

Chief Reports: Refer to printed reports.

1. Chief Kaleiwahea referenced the recent story about the three middle-school boys who helped save the elderly man who fell in his backyard, noting how viral the story has gone.
2. Commissioner Ricks requested that future reports reflect the number of times the department received mutual aid from another department.

Commissioner Reports:

1. EMS Council. Commissioner Ricks reported on discussions held regarding the regionalization study and Medic One's connection. The comprehensive plan is going out to stakeholders for review and will be professionally edited when ready. 2019 EMS call volume was reviewed; Chief Kaleiwahea will follow up to determine why there is a discrepancy between the department's numbers and Medic One's (may be related to mutual aid.)
2. West Thurston Admin Board. Commissioner Ricks reported the next meeting will be in April.
3. Thurston County Fire Commissioners. Commissioner Ricks reported the speaker for that month did not show. The commissioners discussed the lack of comprehensive coverage for firefighter physicals. .
4. Washington Fire Commissioners. Commissioner Culleton will be attending the workshop to be held in Suquamish.
5. Community Communications. Commissioner Pethia reported he had conversations with Anne Marvin and Roger Ferris from WFCA about emergency communications AND comprehensive coverage for firefighter physicals. Anne asked Commissioner Pethia to connect with the doctor with whom he has networked to obtain a recommendation for medical physicals.

Good of the Order:

1. Chief Scott talked with Chief North about coverage for the Incident Management team in the event the COVID-19 virus affects team members.
2. Chief Kaleiwahea noted the Easter Egg Dash is coming up, and a decision will be made one week prior as to whether it will be held.

Adjournment: The board adjourned the meeting at 20:56 hours.

Submitted for Board approval by:

Linda Shea, Secretary

Thomas Culleton

Tom Culleton, Board Member

Dave Pethia

Dave Pethia, Board Member

John Ricks

John Ricks, Board Member

Calvin Dahl

Calvin Dahl, Board Member

Ben M. Elkins

Ben Elkins, Board Member

Jeff Jernigan

Jeff Jernigan, Board Member

Signature: 
John Ricks (Apr 14, 2020)

Email: jandricks@comcast.net

Signature: 
Thomas Culleton (Apr 13, 2020)

Email: thomas2622@live.com

Signature: 
Ben M. Elkins (Apr 13, 2020)

Email: bethurston80@gmail.com

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David Pethia

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Signature: 
Calvin Dahl (Apr 13, 2020)

Email: cdahl@nwgreenhomes.net

Signature: 
Jeff Jernigan (Apr 13, 2020)

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MINUTES 030920

Final Audit Report

2020-04-14

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