

Commissioners' Meeting

October 25, 2016

Chairman Duncan called the meeting to order at 5:00 p.m.

Present were: Commissioners Sutich, Smith, Nelson & Entze, Chief Burgess, A/Chiefs Bjurstrom, Watson & Nixon, D. Weyn, B/Chief Meyer, D/Chief Johnson, N. Tatom, Lt. Langlow, E. Beck, K. Kreitzer, L. Kingsbury

Our flag salute was led by Chairman Duncan.

Communications

- Chief Burgess shared a letter from Local 3390 President, Ronald Wasmund. The letter stated that there will be no cost increase for the Local's Medical/Dental Plan in 2017. The letter cited that efforts to control costs and manage claims allowed them to keep premiums at their current level. Lt. Langlow added that there will be no change to the benefit structure or premiums for members.

Commissioners Sutich and Entze moved and seconded approval of the minutes from the October 11, 2016 Commissioner Meeting as mailed. With no further discussion, the motion carried.

Commissioners Nelson and Smith moved and seconded a motion to approve Blanket Vouchers 161586-161646 in the amount of \$73,149.79. With no further discussion, the motion carried.

There were no changes to the Agenda.

Chief's Report

Chief Burgess updated the Board on the following:

- Temporarily appointed A/Chief Bjurstrom is recommended for a permanent position. The position has been empty since 2012 and during A/Chief's Bjurstrom's six-month contract he has been overseeing hiring processes, the SAFER Grants and recently drafted a Strategic Plan that will be reviewed and brought before the Board. Chief Burgess suggested that the Board extend A/Chief Bjurstrom's temporary appointment through November 8, 2016, and make the position permanent on November 9, 2016 as A/Chief of Administration. An update to our organizational chart would follow.

A/Chief Watson updated the Board on the following:

- Fire Prevention Specialist Nanette Tatom was awarded the Washington Fire Chief's Public Educator of the year for 2016 at the annual Fire Educators Conference in Chelan. She has done an outstanding job for over 20 years and the honor is well deserved.

- Progress is being made on the 9/11 Memorial Site with another work party lead by Dale Togstad on October 24. He was joined by six workers, including Lt. Cooper, Lt. Johnson, FF Cochrane, L. Rucker, Volunteers G. Tello and G. Doering. The front wall was started and the wall next to the flags are ready for cap stones. All work is being done within the Association budget and we are looking forward to two more work parties. The community is expressing excitement about the completion of the 9/11 Memorial.

A/Chief Bjurstrom updated the Board on the following:

- We are in the middle of three hiring processes. For the Firefighter EMT position, 168 candidates were pulled from the Public Safety Testing (PST) list and were sent notices of eligibility. On November 5, we will begin the first part of the exams process for lateral, entry-level, internal volunteers and paramedics who did not meet the three-year lateral paramedic requirement. We received 16 applications for the Paramedic position. The Fire Prevention Specialist position remains open until Friday, October 28.

D. Weyn presented the quarterly financial report for September 31, 2016. Expense Fund balance totaled \$1,903,343.00 in cash and investments. Reserve Fund balance ended the month at \$2,530,580.00 in cash and invested funds. Revenues in the amount of \$10,928,484.00 have been collected so far this year representing nearly 60% of the revenues forecasted for 2016. Expenditures to date are \$13,402,351.00 (73.16%) of the total budgeted amount for the year.

Standing Committee Reports

There were no Standing Committee Reports.

Old Business

- Chief Burgess presented the Revenue Hearing for the 2017 Budget as required by State Law and must be held in an open public meeting. This review includes the types of revenues to be collected and the sources they come from throughout the budget year. A printed Power Point presentation was provided to the Board and those in the audience along with the final draft of the Budget workbooks. The final 2017 Budget will be presented to the Board at the regularly scheduled meeting on November 22, 2016 in order to meet the November 30th deadline. Chief Burgess presented two versions of the draft 2017 Budget; one in the event the Lid Lift passes, another in the event it does not.
- D. Weyn addressed the Board for approval Resolution 2016-15 for the budgeted funds transfer in the amount of \$1.5 million from the Expense Fund to the Reserve Fund. Commissioner Sutich noted that a portion of the document stated that the transfer would be from the Reserve Fund to the Expense Fund. Commissioners Entze and Sutich motioned and seconded that the Resolution be amended so the first line reads to, “Authorize the transfer of funds from the Expense Fund to the Reserve Fund.” The motion carried unanimously by roll call vote. Commissioners Entze and Smith motioned

and seconded to adopt the Resolution as amended. With no further discussion, the motion carried unanimously by roll call vote.

New Business

A/Chief Nixon updated the Board on the following:

- As part of the HazMat Fire and Rescue team with the Graham Fire Department taking lead, the Assistance to Firefighters Grant (AFG) would reimburse \$100,000 for training HazMat techs and the cost of a tanker trailer prop proposed to be stored at District 5 headquarters. A/Chief Nixon suggested that we motion to draft a letter of support. Commissioners Sutich and Entze moved and seconded a motion to draft a letter of support. With no further discussion, the motion carried.

Chief Burgess updated the Board on the following:

- Not much has changed on the Combined Communications Network (CCN) after the letter identifying concerns from the Fire Chiefs Association. Pierce Transit CEO Susan Dreier and the Fire Chief will be meeting tomorrow, October 26th to further discuss our concerns regarding the 700 radio system. No action has been taken on the “10-Point Plan” as of yet. Lt. Langlow led the charge representing Local 3390 in this matter.
- Chief Burgess and A/Chief Bjurstrom met with the City Manager Ron Williams regarding the sprinkler ordinance. Due to concerns about the amount of support for the ordinance, it will be tabled until Mr. Williams ~~Ree~~ can meet with Mayor Jill Gurnsey. Mr. Williams will also be responding to individual concerns within the Master Builders Association (MBA). There was discussion of possible phasing-in periods or adjusted timelines. The next meeting will be November 15, 2016. Commissioners Sutich and Smith moved and seconded a motion to write a letter of support for the ordinance. With no further discussion, the motion carried unanimously by roll call vote. Chairman Duncan will be writing the letter.

Public Comment

- Citizen Karl Kreitzer inquired if the charts presented in the budget understate the true expense of EMS. Chief Burgess responded that the majority of our work is still EMS and not suppression.
- Citizen Laurel Kingsbury made the comment that the community is blessed with a fire department that has a great reputation and great people who work within it. She also stated that she will be applying for the Prevention Specialist position that will be opening soon.

District #5 Member Comment

- Commissioner Entze thanked A/Chiefs Nixon and Watson and Chief Burgess for pulling together information regarding an operational perspective for integrated suppressive and EMS services. A copy of the report will be emailed to all of the commissioners.
- Lt. Langlow endorsed the promotion of A/Chief Bjurstrom to a permanent position on behalf of Local 3390 and expressed confidence and appreciation for the administrative team.
- A/Chief Nixon shared the sad news that we lost Captain Tim McCoy from East Pierce and Firefighter Ken Ward from Mountain View, as well as the loss of West Pierce Firefighter Jeff P Axtell's wife. He encouraged us to be thankful for those around us.

Good of the Order

Chairman Duncan announced the signing of documents.

Special Interests/Upcoming Events

- The Washington Fire Commissioners Association (WFCA) Annual Conference will be held in Yakima next week.
- District 5 will be a presence at the annual "Trick or Treat in the Harbor" downtown on October 31st.

There being no further business to discuss, Chairman Duncan adjourned the meeting at 6:10 p.m. No further business was introduced and the motion carried. The next regularly scheduled meeting will be held Tuesday, November 8, 2016 at 5:00 p.m.

Attest: District Secretary

Chairman Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

