



## Pierce County Fire District 13

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### Minutes Board of Fire Commissioners Regular Meeting May 14, 2019

Present: Commissioners Zuluaga, Malone and Noll, Chief McCollum and Asst. Chief Wassall.

Members of the Public and Staff: 5

Commissioner Zuluaga called the meeting to order at 9:02 AM and led all in the Pledge of Allegiance.

#### CONSENT AGENDA:

##### Minutes:

**Motion-** A motion was made by Commissioner Noll to approve the minutes of April 9, 2019.

**Seconded:** Malone  
**Passed**

##### Vouchers:

**Motion-**A motion was made by Commissioner Malone to approve voucher #15082 for a deposit in the amount of \$200.00 for the Washington State Park Rangers.

**Seconded:** Noll  
**Passed**

**Motion-**A motion was made by Commissioner Malone to approve voucher #15083 for a deposit in the amount of \$100.00 for Pierce County Fire Commissioner's Meeting Reimbursement for Refreshments.

**Seconded:** Noll  
**Passed**

**Motion-**A motion was made by Commissioner Noll to approve journal entry #15084 in the amount of \$3,758.00 for the DNR Wildland Fire BR76 Reimbursement.

**Seconded:** Malone  
**Passed**

**Motion-**A motion was made by Commissioner Noll to approve voucher #15085 for a deposit in the amount of \$3,758.00 for the DNR Wildland Fire BR76 Reimbursement.

**Seconded:** Malone  
**Passed**

9:20 AM Commissioner Zuluaga requests a short adjournment for internal review of vouchers.

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9:25 AM Commissioner Zuluaga reconvenes meeting back in session.

**Motion**-A motion was made by Commissioner Malone to approve vouchers #15086 through #15126 in the amount of \$41,350.41 for monthly payables with the amendment to voucher #15120 of \$3,750.32

**Seconded:** Noll

**Passed**

**Motion**-A motion was made by Commissioner Noll to approve voucher #15127 in the amount of \$249.54 for a monthly payable.

**Seconded:** Malone

**Passed**

### **CORRESPONDENCE/PUBLIC TESTIMONY:**

- 1) Thank you card from Christ's Church, Federal Way. "Thank you for all that you do for keeping us safe and healthy. Love and Prayers are with you.
- 2) Invitation to Buckley Fire Department Basic Firefighter Recruit Academy ceremonies to be held on Friday, May 31<sup>st</sup>, 2019 at 7:00 PM at White River School District Annex Auditorium, 240 North A Street, Buckley, WA.
- 3) Commissioner Zuluaga was contacted by Fusion in Federal Way, WA and they requested an auction item. The district will do visit of the fire department to safety celebration. PIO Hensley will be reaching out to the point of contact to set up this gift.

### **SPECIAL REPORTS AND /OR STANDING COMMITTEES:**

#### ***Chief's Report***

Chief McCollum discussed the transition for Assistant Chief Wassall. He also discussed a new computer system that the district will be using for reporting taxes. McCollum discussed the family and medical leave act reporting will be paid in June to Washington State. Assistant Chief Wassall has moved into the fire chief's office.

Commissioner Noll requested information regarding the report for what was submitted to the state auditor's office for the quarterly report.

Assistant Chief Wassall reported on the following:

May 14, 2019 Chiefs Report:

**Calls:** 11 total calls, 3 Fire Calls, 8 EMS.

**Staffing and Recruiting:** The District has 2 in the Buckley fire academy, which are graduating May 31<sup>st</sup>. All of you should have received an invitation in your mailbox, including Chief McCollum. We will be sending out an e-mail to the list of people we have that would like to be part of the CVA 19-01 academy. Letting them know we are close to bringing them in for their written test and oral board.

**Financial Report:**

GL Trial Balance cash on hand:	300,617.63
Less 05/14/2019 expenses	-(46,574.33)
Deposits (not yet posted)	<u>0</u>
Remaining cash on hand:	254,043.30

Reserves: \$ 128,971.98

**Training:** LT Rosenberry and I attended a conference sponsored by the U of W. The training was on infectious disease control and how we in the fire service are exposed and what measures we should have in place to protect ourselves and the patients we are transporting. B/C Rapozo and I attended the annual DNR meeting in Tumwater to again try to understand the necessary things that need to be done prior to leaving a fire in order to get us and the fire fighters paid. We are going through our re-fresher class next Tuesday so we will all be current with our Red Cards. On April 28<sup>th</sup> we had our live fire training on the house on Spring Street NE and East Side Drive NE. We had 22 personnel on scene and did our best to leave everything better then when we arrived.

**SS911:** This month's SouthSound911 meeting was cancelled.

**Fleet Status:** E77 is still in limited service, the heater core is rumored to be here this week and will be installed soon after. E76 is still the district's primary engine currently. U76 was picked up yesterday afternoon after the repairs were made to the wipers, catalytic converters and ABS brake system. A76 has been to and returned from West Pierce Maintenance. Headlights and emergency lighting and turn signals are all operational. Our thanks to Riverside Fire & Rescue for allowing us the use of their spare Aid Car during the repairs.

**Good of the Order:** We are continuing to receive phone calls and people coming by to ask about volunteering. Leah held a First Aid/CPR/AED class for the Park Rangers. We had all our hoses tested April 16<sup>th</sup> along with our ladders. On May 4<sup>th</sup> we held a test for Instructor 1 and re-test written for FF1. Our first time holding a written test followed by the practical. All passed the practical. LT Mell and I helped the academy in Buckley with their HazMat Operations testing this weekend, our 2 people passed. We hosted the Pierce County Fire Commissioners Meeting on the April 25<sup>th</sup>. We had light refreshments and of course, Maryanne made us a cake. Our painting project is still on track to begin in June, carpeting to follow its completion. May 28, 29 and 30<sup>th</sup> we will be assisting the Browns Point Lighthouse/Tacoma Schools with their water safety program. We are expecting around 250 kids over the three days.

Commissioner Zuluaga requested information from Assistant Chief Wassall regarding complications with Rescue77. The district will be addressing the continued need to repair or replace this apparatus.

***MSO Report-Presented by Lieutenant Lanora Rosenberry***

Since appointment as MSO in March, we have implemented the following:

- Developed a weekly EMS training for all regularly scheduled drill nights
- Explained OTEP training to include skill sheet check offs; skills sheet books in each member's binders.
- Weekly reviews of reports; all crews performing run reviews after calls.
- Report Writing Committee has been formed, their input is due 5/18/2019.
- Chief Wassall and I attended the UW Department of Environmental and Occupational Health Sciences class on "Infectious Disease Prevention & Exposure Control for First Responders. Beginning to rewrite PCFD13's Infectious Disease Exposure Control Plan.

### **Commissioner(s) Report**

- 1) Commissioner Noll did not note anything that impact the district at the present moment. He noted one item that is on the governor's desk. These items can be viewed on the state's website. PIO Hensley will be adding this link to the website in the near future.
- 2) Commissioner Noll thanked Assistant Chief Wassall for hosting the Pierce County Fire Commissioner's meeting last month.

### **Public Information Report-Presented by PIO Leah Hensley**

Social Media:

Facebook. 1,171 likes and 1,203 following.

*Facebook posts since last Fire Commissioner's Meeting*

5/29/2019; Postponement notice/update for the live training-burn. *248 people reached. 6 reactions. No Comments.*

4/17/2019; Girl Scout Troop 41424 visited PCFD13 last month. Link to website article. *713 people reached. 104 engagements. 40 reactions. 1 comment. 3 shares.*

4/20/2019; Even the Easter Bunny likes a ride on the fire truck! Battalion Chief Rapozo, Lt Michaud and FF/EMT Vlasenko delivered him just in time for the egg festivities at Browns Point Improvement Club. *484 people reached. 132 engagements. 3 comments. 1 share.*

4/25/2019; PCFD13 will be doing a live-fire burn training this Sunday. Link to website article. *1,380 people reached. 149 engagements. 13 reactions. 1 comment. 2 shares.*

Twitter. 34 Following. 155 Followers. Same reports posted for Facebook on Twitter.

Website.

4/17/2019; Girl Scout Troop 41424 visited PCFD13 last month. Link to website article. 713 people reached.

Past Community Events

4/12/2019; PIO/EMT Hensley and EMT Jacobson taught a CPR/AED & First Aid course for the WA State Park Rangers.

5/19/2019; Harley Group will be at Browns Point Fire Department for a CPR/AED & First Aid course.

Upcoming Community Events for the Fire Department

5/28-30/2019; PCFD13 will be assisting Browns Point Lighthouse/Tacoma Schools with the water safety program.

6/23/2019 Seabury Middle School CPR/AED & First Aid course in conjunction with the leadership course.

Community News & Events

6/1/2019; PCFD13 will be assisting with the Dash Point Dash.

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## **OLD BUSINESS:**

- 1) Town Center Development Update- Chief McCollum spoke about the development and it is in progress and should be starting their survey soon. Commissioner Noll would like the district staff to continue to reach out to the developers and invite them to the upcoming fire commissioner's meeting and believes the district should continue to examine first-line apparatus costs and impacts to the fire department.
  - a. The fire commissioner board would like to be alerted by Pierce County about what development progress is coming down the pipeline. Commissioner Malone recommends the PALS alert system.
- 2) EMS Levy Discussion- Commissioner Zuluaga started a discussion about the EMS levy that could be used for the first-line apparatus replacements. Commissioner Noll suggested examining other levies and begin pulling together information to prepare communications to the community. Commissioner Zuluaga mentioned the impact of personnel costs within the next two years and the district will need to continue to examine funding for staffing.

Commissioner Zuluaga entertained a motion to add the EMS Lid-Lift Levy to the November Ballot to restore the levy to \$0.50 per 100,000 for 1-year.

**Motion-**A motion was made by Commissioner Noll to add the EMS Lid-Lift Levy to the November Ballot to restore the levy to \$0.50 per 100,000 for the year 2020.

**Seconded:** Malone

**Passed**

- 3) First-Line Apparatus Upgrade. Commissioner Zuluaga opened the discussion to discuss the importance of upgrading the apparatus. Chief McCollum mentioned that the apparatus that have been maintained to the point that they need to be upgraded. Commissioner Zuluaga would like to investigate what the bond funds can be used on with the upgrade of the apparatus and the requirements for use of the funds. Commissioner Noll would like to prioritize and time when the funding will be requested from the community. A general discussion about the size of apparatus' that are necessary for the fire district, whether it should or is required to be new or used when using bond-funds and examine the majority of services provided with the fire district to determine which apparatus needs replacement and prioritize upgrades.

Commissioner Zuluaga proposed a motion to place on the November Ballot a general obligation bond for \$800,000 to upgrade PCFD13 First-line Apparatus. The proposed cost to the citizens on a 20-year bond would be approximately \$0.12 per 100,000 of property value.

**Motion-**A motion was made by Commissioner Malone to table this proposed general obligation bond until the June Fire Commissioner's meeting.

**Seconded:** Noll

**Passed**

- 4) Chief McCollum's Retirement-A general discussion about his upcoming retirement.

- 5) Fire Legislation Update-Commissioner Noll gave this update in the commissioner's report.

**NEW BUSINESS:**

- 1) Review of Meeting Agenda-Commissioner Noll wanted to include a roll call and perhaps moving public testimony to the end of the meeting agenda. This will be further discussed that the next meeting.
- 2) Appointment of District Secretary –This role was appointed to Assistant Chief Wassall effective at the next meeting in June.

**Motion-**A motion was made by Commissioner Zuluaga to approve for Commissioner Noll to become chairperson of the fire commissioners board.

**Seconded:** Malone

**Passed**

**Motion-**A motion was made by Commissioner Noll to approve for Commissioner Zuluaga to become vice-chairperson of the fire commissioners board.

**Seconded:** Malone

**Passed**

Commissioner Zuluaga called for an executive session at 12:06 PM.

Commissioner Zuluaga called for the regular session to resume at 12:34 PM.

**Announcements:**

Pinning of Fire Chief Jim Wassall on June 4, 2019 at 6:30 PM

The next regular meeting will be Tues., June 11, 2019 at 9:00 AM.

**Adjournment:** Meeting adjourned at 12:35 PM

Approved By:

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Chairman Zuluaga

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Commissioner Malone

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Commissioner Noll

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Fire Chief/District Secretary