



Pierce County Fire District 13

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Minutes Board of Fire Commissioners Regular Meeting October 8, 2019

Commissioner Noll called the meeting to order at 9:05 AM and led all in the Pledge of Allegiance.

Roll Call led by Commissioner Noll to confirm quorum has been met. Present for the meeting: Commissioners Malone, Zuluaga, Noll, and Chief Wassall.
Members of the Public and Staff: 11

CONSENT AGENDA:

Minutes:

Motion- A motion was made by Commissioner Zuluaga to approve the meeting minutes of September 10, 2019.

Seconded: Malone

Passed (Unanimous)

Vouchers:

Motion- A motion was made by Commissioner Zuluaga to approve vouchers #15353 thru #15404 in the amount of \$17,151.77 for quarterly Vol FF payroll.

Seconded: Malone

Passed (Unanimous)

Motion- A motion was made by Commissioner Malone to approve vouchers #15405 thru #15440 in the amount of \$47,184.95 for monthly payables.

Seconded: Zuluaga

Passed (Unanimous)

Motion- A motion was made by Commissioner Zuluaga to approve voucher #15441 for a deposit of \$1,045.00

Seconded: Malone

Passed (Unanimous)

CORRESPONDENCE: None

SPECIAL REPORTS AND /OR STANDING COMMITTEES:

Chief's Report:

Calls: 12 total calls, 0 Fire Calls, 11 EMS and 1 call for service.

Staffing and Recruiting: CVA 19-01 is progressing, they are one weekend away from being done on the drill ground for their firefighting portion of the academy. They are taking the third of four tests on Wednesday night and preparing for their live fire which will be at Station 68 in Federal Way. It will be a Class A fire exercise. FF Cruz is in Buckley working on getting his EMT certification. We are still getting e-mails from prospective recruits, possibly for the Buckley academy.

Financial Report:

GL Trial Balance cash on hand:	110,570.13
Less 10/08/2019 expenses	-(64,336.72)
Deposits (not yet posted)	<u>1,045.00</u>
Remaining cash on hand:	47,278.41

Reserves: \$ 128,989.18

Training: This month we have had our EVIP training for the drivers in the department. There are a few who we need to pickup to complete their refresher and rodeo drive. I will be headed to Seattle next week for the Human Resources class and 5 of us are going into a Strategies and Tactics class for 3 days here at Station 77. Our EMS training is geared to Pediatrics this month. We have some of the parents in the department bringing in their kids to practice getting vitals, being the stranger and breaking the ice to be able to do a proper assessment.

SS911: Deputy Director of SouthSound911, Jim Duggan, has asked for participants who would like to utilize a new app called, "Hexagon Mobile Responder". It's designed for first responders who are not able to carry a traditional computer for receiving their dispatches and secondaries. We are currently reaching out to other departments to see if they are interested or are planning on staying with their current programs. Possibly might be interested in 1 or 2 licenses for the brush truck, and possibly my phone where we don't currently have a computer set up.

Fleet Status: Engine 77 will be back in the shop soon. The technicians who have been working on our shifting problem went back to the factory last week in Michigan for training. My hope was that they weren't shy about telling those around them that they had a problem engine and they got some insight as to where they need to look to solve our problem. The nagging problems have been fixed and the pump test has been run and we are good there. I have looked at tires for C77, it looks like we will need to spend around \$1,000 for a set of 4.

Good of the Order: We are scheduled for our State audit to begin on November 4th. All of the parties have been alerted and we will be ready when they get here. Could be a week to 10 days to complete the audit. We are on schedule for our home safety meeting with St. Matthews Church. Available to us are "Vial of Life" prescription containers that are intended to store vital

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patient personal information including all medical prescriptions and medical history along with personal data. These are especially important if they are alone or the person with them cannot help us. We reached out to Harbor View Medical Center and were able to obtain a couple hundred "Vial of Life" pill bottles that our citizens can keep with their medicines eliminating the need to have personal information posted in their home. I will be at the BPIC for the quarterly meeting tonight with Aid76 and our voter information if there is any conversation as to what and why. We can show them if necessary. I will be on vacation the week of October 21.

MSO Report; Presented by MSO/LT Lanora Rosenberry

We have had some really good feedback on our combined Fire/EMS drills, starting with Vehicle Extrication. We completed a moulage on 3 patients and placed them in some interesting scenarios, emphasizing 15-minute evolutions. Department members expressed that the drill felt real and had a sense of urgency. They also expressed a desire to have more of these combined drills. As such, we are planning two more combined drills for MCI Triage and ICS in the context of an MCI for October 15th and October 22nd.

We are doing pediatric medical assessments tonight for OTEP. We will be hosting four children for our hands-on medical patient assessments as well as Acetaminophen administration and blow by oxygen administration via NR.

I am currently updating the Infectious Disease Control SOPs to introduce with our Infectious Disease OTEP in November.

Commissioner Zuluaga mentioned the Great Shake Out earthquake awareness program occurring Oct 17, 2019. He suggested we consider how to respond to the first call after an earthquake, and possibly that each fire station becomes a central aid station.

Commissioners Report:

Commissioner Malone noted that the Browns Point general meeting will take place tonight. Town Center town hall meeting will be posted on the reader board when established. Trunk or Treat is Oct. 27th. The BPIC committee is looking into funding a new electronic reader board. Chief Wassall noted that the gate to BPIC was not operational during power outage and recommended a possible converter as a solution.

Commissioner Zuluaga noted that he will be attending a WA Fire Commissioner Association conference on Oct 27th.

Commissioner Noll mentioned that the WA State Patrol FF academy reimbursement is back in place this year. Chief Wassall has submitted for a reimbursement for the 2019 academy. State Fire Marshall CPR risk reduction survey is due Oct 15, 2019. He pointed out for the public's records act there is 5 days to acknowledge receipt and provide estimate on when records will be provided (that can be an initial submission with follow-ups). He also noted bathroom fans are causing house fires and suggested a possible service announcement about inspecting, cleaning and replacing.

Public Information Report-Presented by PIO Nate Cordero

Social Media:

Facebook

1,200 likes and 1,234 following. 261 check-ins.

Posts:

09/17/2019

“CPR, AED & First Aid Community Class [Update]”

People Reached: 352 Engagements: 47

09/13/2019

“Win With Your Idea!”

People Reached: 228 Engagements: 9

Twitter

27 Tweets. 34 Following. 171 Followers.

Posts:

09/17/2019

“CPR, AED & First Aid Community Class [Update]”

Impressions: 44 Engagements: 5

09/13/2019

“Attention Highschool and 8th grade educators!”

Impressions: 54 Engagements: 10

Website

Articles posted under News & Events pages:

09/13/2019 – “Attention Highschool and 8th grade educators!”

09/17/2019 – “CPR, AED & First Aid Community Class [Update]”

Past Community Events:

09/11/2019 – Aging & Memory: What’s normal and what’s not

09/15/2019 – Kids Fishing Derby

09/16/2019 – Mobile Blood Drive

Upcoming Community Events for the Fire Department:

Community News:

Upcoming Community Events:

10/12/2019 – Green Tacoma Day

10/24/2019 – Home Safety, Fall Prevention & Stroke Prevention

10/27/2019 – Trunk or Treat

OLD BUSINESS:

1. 2020 Budget: Reviewed with final resolution to be completed at Nov meeting.
2. Quail Park Update (if any): Discussion on recent building plans. Review fire department access to back of the building. A public comment that there will be a meeting at BPIC Oct. 22nd at 7:00 pm for informational updates.
3. Wildland fire involvements: Commissioner No!! noted the average number of wildfires were down for 2019 so less revenue has been received this year.

4. EMS lid lift: Chief Wassall commented that an information mailer is to be mailed mid-Oct. and that ballots should be in mailboxes on the 20th. The For committee stated that approx. 24 Prop 1 signs will be posted around the community. No Opposition committee has been filed.
5. Chief Review Plan: Commissioner Noll: Chief Wassall's review is due in October. Chief Wassall's self-assessment has been provided to the Commissioners. Each Commissioner will provide independent reviews. Commissioners will get together in executive session at the Nov 12th Commissioner meeting to conduct a final review.
6. New Bid Laws, eff. July 2019: Commissioner Noll provided information to Chief Wassall regarding new labor and materials bid laws.
7. EMS and Mental Health Patients: Reviewed and no additional comments.

NEW BUSINESS:

1. Audit Nov 2019: Commissioner Noll will meet with Auditor Nov. 4th. The audit is anticipated to be 7-10 days with completion expected by Nov. 14th.

PUBLIC COMMENTS: None

ANNOUNCEMENTS: The next regular meeting will be Tues., November 12, 2019 at 9:00 AM.

ADJOURNMENT: Meeting adjourned at 11:30 AM

Approved By:

Chairman Noll

Commissioner Malone

Commissioner Zuluaga

Fire Chief/District Secretary