



Pierce County Fire District 13

4815 Wa-Tau-Ga Ave. N.E. • Browns Point, WA 98422
(253) 952-4776 • (253) 925-8889
www.PCFD13.org

**Minutes
Board of Fire Commissioners July 13, 2021**

Commissioner Noll called the meeting to order at 9:03 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: **Commissioner Malone, Commissioner Zuluaga, Chief Wassall, Captain Sandstrom.**

Members of the Public and Staff: 3

CONSENT AGENDA:

Minutes: Motion- A motion was made by **Commissioner Zuluaga** to approve the meeting minutes June 8, 2021 Regular Meeting.

Seconded Commissioner Malone
Passed (Unanimous)

Vouchers:

Motion-A motion was made by **Commissioner Zuluaga** to approve vouchers #16633-#16682 for \$52,680.36 for monthly payables.

Seconded: Commissioner Malone
Passed (Unanimous)

Motion-A motion was made by **Commissioner Zuluaga** to approve vouchers #16582-#16632 for \$16,553.68 Vol FF Qtrly Payroll

Seconded: Commissioner Malone.
Passed (Unanimous)

Motion-A motion was made by **Commissioner Malone** to approve deposit voucher #16683 for (\$2399.19).

Seconded: Commissioner Zuluaga
Passed (Unanimous)

Correspondence:

Thank You from Nancy and Bebe for all PCFD13 does for the community.

SPECIAL REPORTS AND/OR STANDING COMMITTEES:

Chiefs Report:

Calls: 19 total calls, 7 Fire Calls, 7 EMS, 1 MVA, 3 Service Calls and 1 Mutual Aid Fire Call.

Staffing and Recruiting: We are being asked when we plan on starting our next fire academy. We have run 3 in a row and we are taking a breath. We are looking at what the other volunteer departments are doing. We might have to start one later this year depending on what the career departments hire away from us. We just graduated 9 recruits and they are now probationary fire fighters. We have a few that are scheduled to start EMT school along with 3 other departments. We are trying to host this class. Having graduated 9 we are getting better coverage on our shifts.

Financial Report:

GL Trial Balance cash on hand:	\$394,701.61
Less 07-13-2021 expenses	-69,234.04
Deposits (not yet posted)	<u>2,399.19</u>
Remaining cash on hand:	\$327,866.76

Reserves: \$257,201.00

Training: We held our “Safety Stand Down” last month. We would like to thank Bill Drew and Aileen Williams for catering our drill that night. We are beginning to hold in-person drills again, starting this week with our medical drill tonight. We will be training with our probationary fire fighters to get them out of academy mode and into real world. Get them when the tones just drop mode. Incorporate them into the fold with the other fire fighters and officers.

SS911: Nothing formal to report, I did have a meeting via Zoom with SS911 and they have incorporated a new electronic dispatch system that does away with the flip cards for interviewing the caller. This will also have the dispatcher declare the mode in which the unit will respond to the call. This is not popular with the fire departments and was a problem 8 or 9 years ago when they tried this. Right now, it has been delayed twice with no new roll out date set.

Fleet Status: We will be taking E77 in for her annual service after this meeting. We have a few things that we need to address. Until we get a proper inspection, we don’t know just what we need at this point. We bought and installed new rear emergency lighting on BR76 and we can now be seen by upcoming traffic. I have started looking at a possible replacement for C77. The State contract still does not have any vehicles listed for purchase. I believe it’s because of the chip shortage and there isn’t anything to deliver yet.

Good of the Order: We have ordered a rolling backboard with sand tires to assist us in removing patients from the beach or residents from their beach houses. In the past it was extremely labor intensive to have to carry the patient to the gurney. With this device we can use 2 people to move the patient to the gurney or even straight to the aid car. I will be sending an email to Eagle Compressor to follow up on our replacement compressor. Last word was it was supposed to be in the mail on June 15th. With the heat 3 weeks ago, the 4th of July and IFSAC testing this past weekend, I have not had a minute to follow up. We received 2 RFQ’s and 1 request to be our Project Manager in our search for an architect for the remodel of Station 77. We have reached out to the second architect to see if we can have a face to face meeting like

we did with the first. We will also be asking for a face to face with our possible Project Manager as well.

MSO Report:

All Covid19 immunization attestation forms will be kept on file to meet state compliance. New EMS practical skills sheets will be kept in a bound book. Each member of department will be getting a book to get their EMS skill sheets signed off, as we focus on getting caught up.

Chief approved the purchase of two new pelican boxes for BLS supplies, one to replace the O2 kit on the boat, and one to replace the one on the aid unit, with the old one being moved into use as a training replica of what we actually work out of. Lt. Johnson and the duty crew, with some help from me, re-organized the medical supplies as well as the all the supplies and compartments on the ambulance. Lt. Johnson also laminated step triage sheets, procedures and critical phone numbers, to be made available for all in the ambulance. Also, supplies were organized onto a spreadsheet for better tracking.

I was able to submit the final paperwork to become Medicaid billing providers but have made the discovery that now we must also apply to Medicare billing providers, so will be working on that.

Commissioner(s) Report:

Commissioner Malone:

BPIC will be locking the gate from 10pm to 4am.
Create dialogue with Hans Zeiger to address BP/DP issues.

Commissioner Zuluaga:

We need to call city/state to fix Markham Road.
Authorize to approach Kathy Hale to create cost of medical transfer.

Commissioner Noll:

Approach Hans Zeiger to attend a Commissioners meeting.
Fire Chief Jim Sharp (West Pierce) collecting Burn Permit info from each district
Do we need to move the September Commissioner meeting? Vacations and travel.

Public Information Report-Presented by PIO Scott Watkins

990 visits to the Facebook
362 new people visits to Website
52% Men and 47% Women breakdown
Captain Fitzgerald was in Life at the Points for June.

OLD BUSINESS:

- 1 Town Center Update:
Mitigation agreement is not signed.
Date extended for SEPA hearing.
Matt Heron spoke at BPIC Meeting, nothing new discussed.
2. Architect response and evaluation:
Nineteen Request for Qualifications packets sent out.

Two completed RFQ responses were received from solid, legitimate candidates.
One response from a person wanting to serve as the project manager.
Email ranked selection to **Commissioner's Malone and Noll** on 7.27.21.

3. Surplus Property Policy Update:

Commissioner Malone discussed his research on existing policy and RCW's. He will draft a revised policy to be reviewed at next meeting.

Existing policy has outdated criteria, standard or sideboards.

Other districts us a 50K limit to move property to surplus and/or use a resolution to move surplus.

Executive Session:

Executive Session convened at 10:52am adjourned at 11:22am.

The Board went into an Executive Session pursuant to RCW42.30.110(1)(b) to consider the selection of a site or the acquisition of real estate. The executive session was attended by

Commissioner Noll, Commissioner Malone, Commissioner Zuluaga, Chief Wassall

NEW BUSINESS:

1. Actionable Duties of Police and Fire Agencies by Joe Quinn. Dated July 10, 2021.

Do Firefighters respond to a 911 "stage" call if Sheriff will not respond? Continue to follow current procedures.

What is the new protocol when the Firefighters call "Lakewood 911" is used?

Continue to follow current procedures.

Does the Fire department need ballistic protection? Reviewing costs.

PUBLIC COMMENTS:

None

ANNOUNCEMENTS: The next regular meeting will be Tues., Aug 10, 2021 at 9:00 AM.

ADJOURNMENT: Meeting adjourned at 12:00 pm.

Approved By:

Chairman Noll

Commissioner Malone

Commissioner Zuluaga

Fire Chief/District Secretary