



**Pierce County Fire District 13**

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**Minutes  
Board of Fire Commissioners Regular Meeting  
October 09, 2018**

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

Members of the Public and Staff: 1

Commissioner Zuluaga called the meeting to order at 9:00 AM and led all in the Pledge of Allegiance.

**CONSENT AGENDA:**

**Minutes:**

*Motion-* A motion was made by Commissioner Malone to approve the minutes of September 11, 2018.

**Seconded: Noll  
Passed**

**Vouchers:**

*Motion-*A motion was made by Commissioner Noll to approve voucher #14728 in the amount of \$22,932.00 for a deposit from DNR for MOB's equipment used.

**Seconded: Malone  
Passed**

*Motion-*A motion was made by Commissioner Noll to approve voucher #14727 in the amount of \$3,528.00 for a deposit from DNR for Kings Landing Equipment Used.

**Seconded: Malone  
Passed**

*Motion-*A motion was made by Commissioner Noll to approve #14635 through #14685 in the amount of \$15,937.14 for third quarter reimbursements.

**Seconded: Malone  
Passed**

*Motion-*A motion was made by Commissioner Malone to approve vouchers #14686 through #14726 in the amount of \$68,797.09 for monthly payables.

**Seconded: Noll  
Passed**

**Motion**-A motion was made by Commissioner Noll to approve vouchers #14729 in the amount of \$574.17 for monthly payables.

**Seconded:** Malone

**Passed**

**CORRESPONDENCE/PUBLIC TESTIMONY:**

- 1) Thank you card from Richard Patrick thanking the district for the flower arrangement sent for Tom.
- 2) Thank you card from Esther Min's office for assisting them last week.
- 3) Commissioner Noll announced the death of a community member who had been a long-time resident and a memorial was held at BPIC. He noted the BPIC club house was packed with folks celebrating her life.

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

**Chief's Report**

**Calls:** 22 total calls, 3 Fire, 15 EMS, 2 MVA, 2 service calls. Two great calls worth repeating:

Dentist office next door had started to flood due to a plugged sewer line. They had a full schedule as did the business next door. Our personnel rigged a wet vacuum to the floor drain to keep the water at bay and opened the fire station for restroom access. Every twenty minutes they returned to empty the vacuum until the drain people showed up at 6:00PM. Both businesses were able to remain open all day.

Mr. Barrett fell from a ladder. Adding insult to injury, he lost his small hearing aid in the ivy-covered hillside. Two members of our department volunteered to try to find it. After searching in the wet ivy on their hands and knees for almost an hour they successfully recovered the hearing aid saving Jerry several thousand dollars. It truly is an honor to lead people such as these.

**Staffing and Recruiting:** Graham academy seems to be moving along well. No issues as of late. Met with Chief Predmore of Buckley to discuss what a regional academy system might look like. They received a SAFER grant for a 3-year regional recruitment/retention officer that would be the administrator.

**Financial Report:**

GL Trial Balance cash on hand:	113,546.98
Less 10/9/2018 Expenses:	(84,734.23)
Deposits (not yet posted):	<u>26,460.00</u>
Remaining cash on hand:	55,272.75

Reserves: 68,957.76

**Training:** In-house sexual harassment class was held and well attended. Drivers training, and accident avoidance training is the focus in October.

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Department participated in and exercised along with Tacoma Fire at the Port of Tacoma. During the training the fire fighters got to learn how explosives impact and cause injuries.

**SS911:** The new governance of SS911 has been proposed. That would be to form a Public Development Authority or PDA as it is commonly known. I have a hand out for you and it will do most of the explanation as I am not too familiar either. It does put the decisions to the board and takes away the operations board powers. It more closely matches other dispatch agencies.

**Fleet Status:** Engine 77 repairs are complete. Holding any servicing work until second half taxes released.

**Good of the Order:** The siding on the building has also been replaced and temporary paint applied. Glad to be back from vacation. AFG grant period is open which is a busy time for me.

### ***Commissioner's Report***

Commissioner Noll mentioned Pierce County Fire Prevention Bureau Inspections and observed 19 reviews for Browns Point and Dash Point.

Commissioner Noll asked if public comes to PCFD13 to request fire permits. Fire Chief McCollum explained what can be permitted to burn for residents. Commissioner Noll suggested a link on the website where people can find information pertaining to fire inspection and permits.

Commissioner Noll noted some updates on the website. He will work directly with the PIO to ensure updates for documents are uploaded or changed.

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

#### **Social Media:**

Facebook. 1,014 likes and 1,009 following.

*Facebook posts since last Fire Commissioner's Meeting*

10/2/2018; Recently, PCFD13 was asked to help with a unique request: "Can you help me find my hearing aide in the bushes where I fell?"

Lieutenant Ryan Brumfield and FF/EMT Sehar Bokhari were tasked with unique search mission to find this man's hearing aide. They succeeded! 810 people were reached. 76 people reacted to the post. 7 comments. 2 shares.

Twitter. 34 Following. 110 Followers. The above post was cross posted to Twitter on 10/7/2018.

Website. No new updates to report.

### **Upcoming Community Events for the Fire Department**

Pending word from the PCFD13 instructors there is a planned Community CPR/AED & First Aid course October 27<sup>th</sup>.

**Community News**

Upcoming Community Events:  
October 28<sup>th</sup> Trunk or Treat is at BPIC.

**OLD BUSINESS:**

- 1. Annual Planning Meeting Document Reviews.

**Motion-**A motion was made by Commissioner Noll to approve the Business Plan 2019, Strategic Plan 2019-2023 and Work Plan 2019.

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

- 4) SWOT will be reviewed in November.

**NEW BUSINESS:**

- 1) First Draft 2019 Budget presented by Fire Chief McCollum. One observation that Commissioner Noll would like to see added is a fleet replacement budget.
- 2) Growth Management Act – Capital Facilities Plan presented by Commissioner Noll. He would like to see PCFD13 develop a plan similar to another fire district in the county and approve a plan by mid-year 2019. This plan would also include Level of Service Standards for the district.
- 3) Quail Park Floor Layout—Commissioner Noll mentioned a concern of having space for training and the knowledge of senior residential facility access if an emergency were to occur. Commissioner Zuluaga discussed the importance of parking and access for emergency vehicles; he does not see this in the plan and would like to ask the developers what their plan is.

**Announcements:**

The next regular meeting will be Tues., November 13, 2018 at 9:00 AM.

**Adjournment:** Meeting adjourned at 11:45 AM

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