



Board of Fire Commissioners Meeting Minutes January 11, 2024

McLane Black Lake Fire Department
Board of Fire Commissioners
January 11, 2024

CALL TO ORDER

Commissioner Dale Putnam of District 9 Board of Fire Commissioners called the meeting to order at 1802 hours. Commissioners Dale Putnam, Len Albert, Mark Thompson, Mark Campeau and Jason Foust, Assistant Chief Chris Patti, Division Chief - Logistics Josh Ambrose, Business Operations Director Brett Warwick, Board Secretary Tom McBride, Lt. Chris Welch and Captain Jeff Novak attended the regular meeting held in person and via the virtual Zoom platform using the link posted on the Fire District's website.

BOARD FOR VOLUNTEER FIREFIGHTERS

The Board for Volunteer Firefighters met prior to the Board of Commissioners meeting.

ADDITIONS TO AGENDA

None. The agenda was approved as presented.

PUBLIC COMMENT & VISITING SPEAKERS

None.

ACTION ITEMS:

1. *Approval of Minutes:*

A motion was made and seconded to approve the minutes of the Regular Meeting on December 14, 2023; the motion carried.

2. *Approval of Vouchers and Payroll:*

A motion was made and seconded to approve vouchers and payroll in the amounts listed below in items a through d; the motion carried.

- a. General Fund 6690 \$589,766.54;
- b. EMS/Apparatus Replacement Fund 6694 \$598,597.61;
- c. M&O Fund 6698 \$7,162.50;
- d. SORT Fund 6699 \$1,396.12.

3. *Approval Resolution 23-596 Surplus of Property*

A motion was made and seconded to approve Resolution 23-596 Surplus of Property listed below in items a through b; the motion carried.

- a. Aid Unit, Agency Fleet Number: A46
- b. Aid Unit, Agency Fleet Number: A68

4. *Approval Resolution 23-597 Surplus of Property*

A motion was made and seconded to approve Resolution 23-597 Surplus of Property listed below in items a through b; the motion carried.

- a. Assorted Fire Hose
- b. Air Compressor, ID#: 011033

OLD BUSINESS:

None.

NEW BUSINESS:

None.

STAFF REPORTS:

1. *Finance/Administration:*

Finance

- The District paid for its 2 new Aid Units this month resulting in a \$596,266.62 deduction from our EMS, nearly doubling the normal purchases for January.

- The District also placed its first contribution to an HRA VEBA account for department Firefighters, resulting in a \$82,500 cost. This expense is composed of \$3,300 deposited for each individual per the new CBA.
- The next set of significant costs included fire shelters at \$22,224.70, repairs to the engine doors in the amount of \$15,132.65, and architectural planning for the Station 91 remodel at \$7,162.50.
- 2023's finances compared similarly to the previous 5 years, but for a few notable expenditures. The District continues to receive payment for services in the 2023 year, so the final comparison is not yet complete. But as of today, the District has received approximately \$15.8 million and expenditures came to \$11.3 million resulting in a funds gain of \$4.5 million. The District's expenditures were a bit higher than normal this year based on unusual expenses, such as information technology investments, increased wages, higher risk insurance costs, a new F350 truck, and maintenance and repairs to Station 91 and 95.

Community Outreach

- In December, Santa Clause visited Station 91 to hand out toys to Fire District member families, take photos with our Christmas backdrop, and offer plenty of craft activities to welcome the holiday weekend.
- On January 18, LP Brown Elementary School is hosting a literacy event, called STAR Night (sit together and read). One of the main parts of this fun family event- other than free books, dinner, cookies, and crafts- is having community heroes come and read a story.

Health and Wellness

- Life Scan has been at Station 91 this week to perform the physicals for the Fire District and surrounding agencies. Participants received ultrasound screening, pulmonary and fitness capability testing, and public safety physical. These tests are necessary for maintaining District firefighter's health and clearing them for duty.
- Another health and wellness screening is anticipated in June/July of this year.

Events

- We have secured dates for the Annual Awards Banquet for Saturday, April 27. The event will be held at the Olympia Country and Golf Club with a buffet style dinner. Invitations are expected to be sent the week of January 15.

- The Easter Egg Dash is scheduled for Saturday, March 30. Event messaging will go out the week of February 12. Organization of the event has begun and admin will focus on securing volunteers and inventory over the next month.

2. *Logistics:*

Volunteer Program

- Four members completed 23-2 Recruit Class and graduated on December 18.
- One member graduated from Thurston County Medic One EMT Training and graduated on December 18.
- One member continues to progress on completing the Centralia Community College EMT Program.
- Applications are being accepted and processed for the upcoming EMT Class and one member is current attending EMT training in the Grays Harbor County program.

Facilities

The following is a summary of completed or ongoing facility issues, repairs, maintenance, and inspection items since last report.

- ST91: Sprinkler system for landscaping has been assessed for repairs in the spring and winterized for the season. One washer and dryer set were replaced, after an older unit dryer failed and the units were replaced as a pair.
- ST93: Northwest Water completed repairs and confirmed that the water system is working correctly. Replaced exterior lights, some are still inoperable. Update and installation of wall packs on building and a retrofit for the parking lot pole light are in progress.
- ST95: Sprinkler system for landscaping has been assessed for repairs in the spring and winterized for the season. Heaters in the deacon room were repaired under warranty for a faulty relay. Now all are operating correctly. Planning for oxygen cylinder refill cascade station installation with bottle storage has been started. Replacement of the out of service SCBA compressor is scheduled for January.
- The Department of Health has been at the Summit Lake station regarding cleanup needs in parcels.

Apparatus

- E91: Repair to the body damage has been completed. Additional paint damage was discovered that was covered partially by the apparatus warranty.
- E95: Out of Service for a check engine light/diagnostic issue with DEF system. Continued repairs are in progress – updated quote indicates wiring harness issues, estimated repairs are \$15,000.

3. *Operations:*

AC Patti reported that operations activity for the month of December 2023 was busy. There were 211 calls for the month of December 2023, composed of 74 fire and 137 EMS. 2023 calls to date (2529) are ahead of 2022 calls through December (2382), for an increase of 147. BLS transports in December 2023 were at 57 and 674 for 2023 to date. BLS transports in 2023 are up 17 over 2022.

Wait times at local hospitals are steady with a slight increase.

Both of the new ambulances have been placed in-service as Aid 91 and 95. They are working well and have been well received by the crews. The third unit has been scheduled for build and delivery in the third quarter of FY24. Payment for the other two units is included in this month's vouchers.

The Fire District's new F-150 arrived, but had bedliner and headlight fog problems. The vehicle is under repair and is expected back soon.

The Fire District continues to work on the transition to Fire Incident Reporting in ESO. The transition started on January 1 with no identified issues. The District continues to build out additional modules in the platform and transition staff as they are completed.

In addition to the ESO primary platform, the Fire District made transition to Fire Rescue 1 as the new training platform for RMS and delivery. Fire Rescue 1 went live on January 1 and is integrated with the ESO platform. The Fire District anticipates completing this integration and transition throughout the year.

Major incidents since the last report are listed below:

- 12/2: STRUCTURE FIRE- Fire in the attic of a residential structure. Determined cause to be the utility room fan.
- 12/5: WATER RESCUE- School bus that became stuck in the ditch in floodwater. Crews assisted disabled children to an awaiting replacement bus.

- 12/11: CO POISONING- CO poisoning at TESC of 3 residents resulting in 4 total patients.
- 12/16: MUTUAL AID STRUCTURE- Assisted SETFA with a difficult structure fire.
- 12/20: MUTUAL AID STRUCTURE FIRE- Crews assisted with search and extinguishment of a suspicious fire set in the stairwell of an occupied apartment complex.
- 12/30: STRUCTURE (5TH WHEEL) FIRE- Suspicious fire set in an unoccupied 5th wheel trailer.

The cold weather and wind resulted in additional call volume in the range of 12-15 calls per day. The additional calls occurred mostly at night and related primarily to downed trees. There was no snow, but it was very cold.

Commissioner Albert asked if crews have been to the new MultiCare Emergency facility in Lacey. AC Patti explained that Fire District 9 has not visited the new facility while on call, but it has been busy. Fire District 9 crews have been instructed to visit and become familiar with the MultiCare site. Chair Putnam asked if Fire District 9 crews will practice staging at the facility. AC Patti confirmed that is the case and it will be necessary as there have already been vehicle blocking incidents due to the small footprint and congested traffic flow.

Washington Fire Commissions Association Spring Training Series – 2024. Please take the opportunity to look at the upcoming training that is available in person and virtual. All commissioners need to complete the recurring required public meetings and records training included in these seminars.

4. Chief's Report:

Chief Johnson was on PTO.

COMMISSIONER REPORTS

None.

GOOD OF THE ORDER

Commissioner Foust is expected to be out of town at a work conference for the April 27, 2024 Annual Awards/Recognition Banquet.

Division Chief - Logistics Ambrose announced that there will be a pinning ceremony on January 30 for new firefighter recruits.

EXECUTIVE SESSION

None.

ADJOURNMENT

A motion was made and seconded to adjourn the Board meeting; the motion carried. The Board adjourned at 1843.

BOARD OF COMMISSIONERS


For Thurston County Fire District 9:


Dale Putnam, Chair


Jason Foust, Commissioner


Len Albert, Commissioner


Mark Thompson, Commissioner


Mark Campeau, Commissioner


Tom McBride, Board Secretary

2/8/2024
Date