



BOARD OF FIRE COMMISSIONERS

Meeting Minutes

August 13th, 2020
12:00 p.m.

MEETING CALL TO ORDER

Commissioner Pearsall called the meeting to order at 12:00 p.m.

FLAG SALUTE

Commissioner Pearsall led the group in the Flag Salute.

ROLL CALL

Commissioners Pearsall and Hutchins phoned -in, Commissioner Peoples were present; Chief Wood, Chief Rux and Office Manager Mesa-Walton

OTHERS PRESENT

Lt. Jamieson and Firefighter Shincke

AGENDA ADDITIONS OR DELETIONS

None

APPROVAL/CORRECTION OF MINUTES

Commissioner Hutchins made a motion to approve the minutes from the June 11th, 2020, Regular Meeting; July 1st, 2020, Special Meeting; and August 7th, 2020, Special Meeting. Commissioner Peoples seconded the motion and the motion passed by unanimous vote.

PUBLIC COMMENTS

None

FINANCIAL REPORT

Finance Officer's Report:

1. Revenue and Fund Balances

TREASURERS REPORT							
Account Totals							
Thurston Fire Protection District 13 MCAG #: 2607				06/01/2020 To: 06/30/2020	Time: 14:34:13	Date: 07/08/2020	Page: 2
Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
2 Petty Cash	300.00	0.00	0.00	300.00	0.00	0.00	300.00
6730 County Checking	912,575.83	106,116.39	113,498.36	912,575.83	0.00	0.00	912,575.83
6731 Capital Projects	188,880.09	303.94	0.00	188,880.09	0.00	0.00	188,880.09
6734 Reserve Account	539,597.62	896.52	0.00	539,597.62	0.00	0.00	539,597.62
6736 Apparatus Account	134,283.47	216.41	0.00	134,499.88	0.00	0.00	134,499.88
Total Cash:	1,782,019.92	107,533.26	113,498.36	1,776,053.42	0.00	0.00	1,776,053.42
	1,782,019.92	107,533.26	113,498.36	1,776,053.42	0.00	0.00	1,776,053.42
TREASURERS REPORT							
Account Totals							
Thurston Fire Protection District 13 MCAG #: 2607				07/01/2020 To: 07/31/2020	Time: 09:00:59	Date: 08/10/2020	Page: 2
Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
2 Petty Cash	300.00	0.00	0.00	300.00	0.00	0.00	300.00
6730 County Checking	912,575.83	12,711.17	113,491.33	806,795.67	0.00	20,183.40	826,979.07
6731 Capital Projects	188,880.09	162.95	0.00	189,049.04	0.00	0.00	189,049.04
6734 Reserve Account	539,597.62	494.07	0.00	540,091.69	0.00	0.00	540,091.69
6736 Apparatus Account	134,499.88	120.30	0.00	134,620.18	0.00	0.00	134,620.18
Total Cash:	1,776,053.42	13,494.49	113,491.33	1,671,056.58	0.00	20,183.40	1,691,239.98
	1,776,053.42	13,494.49	113,491.33	1,671,056.58	0.00	20,183.40	1,691,239.98

Board Of Fire Commissioners - Meeting Minutes
August 13th, 2020

2. Voucher Approvals

- Office Manager Rosemary Mesa-Walton summarized the expenditures for the month. Commissioner Pearsall made a motion to approve the payments below totaling \$202,536.08. Commissioner Peoples seconded the motion and the motion passed by unanimous vote.

Batch	Numbers (Transactions/Vouchers)	Amount	Type	Description
2020.06.06	200606001-200606016 Transaction #s 503-518	\$13,623.32	Warrants	General Expenditures
N/A	Transaction # 519-524	\$33,591.07	EFT	June Career Payroll
2020.07.01	Transaction #s 525-527	\$17,837.62	EFT	June- Career Payroll EFTPS, DRS, & DSHS
N/A	Transaction #s 528-544	\$4,971.04	EFT	June Volunteer & Commissioner Stipends
2020.07.02	Transaction # 545	\$1,128.05	EFT	June- Volunteer & Commissioner EFTPS Payment
2020.07.03	200703001-200703004 Transaction #s 546-549	\$9,904.25	Warrants	June- Career Payroll Benefits Union Dues, Health Insurance, MERP, and Griffin Fire Association Dues
2020.07.04	200704001-200704018 Transaction #s 550-567	\$13,591.03	Warrants	PFML Q2 payment & General Expenditures
2020.07.05	200705001-200705016 Transaction #s 580-595	\$17,284.87	Warrants	General Expenditures
2020.07.06	200706001-200706004 Transaction #s 596-599	\$624.79	Warrants	General Expenditures
N/A	Transaction # 600-607	\$40,004.54	EFT	July Career Payroll
2020.08.01	Transaction #s 611-613	\$19,558.61	EFT	July- Career Payroll EFTPS, DRS, & DSHS
N/A	Transaction #s 614-629	\$5,131.47	EFT	July Volunteer & Commissioner Stipends
2020.08.02	Transaction # 630	\$1,165.75	EFT	July- Volunteer & Commissioner EFTPS Payment
2020.08.03	200803001-200803004 Transaction #s 631-634	\$14,866.78	Warrants	July- Career Payroll Benefits Union Dues, Health Insurance, MERP, and Griffin Fire Association Dues
2020.08.04	200804001-200804017 Transaction #s 648-664	\$9,252.89	Warrants	General Expenditures
Total		\$202,536.08		

CHIEF'S REPORT by Chief Wood
Administration/Operations

Monthly Alarm Activity – June 2020			
Total Number of Alarms:	45	Average Response Time Fire:	9:09
EMS	33		
Fire	12	Mutual Aid Given:	3
Overlapping calls:	13.33%	Mutual Aid Received:	4
Monthly Alarm Activity – July 2020			
Total Number of Alarms:	59	Average Response Time Fire:	8:35
EMS	41		
Fire	18	Mutual Aid Given:	2
Overlapping calls:	8.47%	Mutual Aid Received:	5

Board Of Fire Commissioners - Meeting Minutes
August 13th, 2020

1. Training
 - We currently have 6 EMT applicants
 - Hargadon & Ahmed graduated fire academy
 - Department Training hours: June 36.5hrs, July 70.25hrs
2. Special Interest
 - Working through the transition of Fire Chief, the progress is steady
 - Chief Wood has been cataloging records and purging records per the record retention
 - Server transition was completed in July- Jim is still working through the transition
 - Keyless entry system is in process of being updated
 - Computer updates (hardware & software)
 - Budget prep will begin this month
 - 3 new volunteers (Koval, Sawyers, and Cracknell) and 2 more in the entry process

COMMISSIONERS/SECRETARY REPORT

This time is set aside for commissioners to report on meetings and conferences they attend, etc.

None

OLD BUSINESS

None

NEW BUSINESS

1. Wage Changes: Reviewed initial wages for Chief Rux and JJ Shincke, and reviewed adjustments needed based on 12/12/24 shift changes
2. District Secretary Oath – Fire Chief Corey Rux
 - Fire Chief Corey Rux was sworn in as District Secretary
3. Assistant Chief Position: Chief Rux discussed his vision for the AC position and his desire to appoint someone to that role.
 - Commissioner Pearsall made a motion to support Chief Rux's decision to appoint an individual to the Assistant Chief position. Commissioner Peoples seconded the motion and the motion passed by unanimous vote.
4. Department Cell Phones: Chief Rux discussed the option of a cellphone stipend rather than getting a second phone. Chief Rux agreed to do some research and let the Commissioner's know more on the subject at a later time. For the moment, Chief Rux would continue to use his personal cellphone to conduct business work.

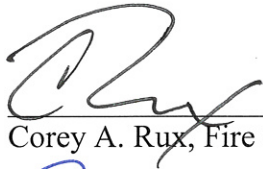
COMMENTS FOR THE GOOD OF THE ORDER

Chief Wood notified the Board that we were awarded the SCBA grant.

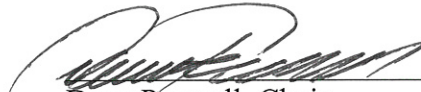
Commissioner Pearsall thanked Chief Wood for his many years of service with the Griffin Fire Department, and wished him all the best as he begins his retirement.

MEETING ADJOURNED

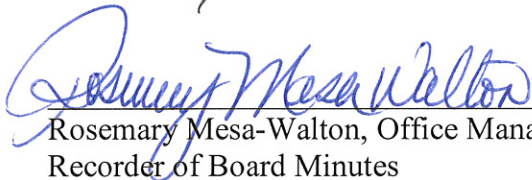
There being no further business, the meeting was adjourned at 12:39pm



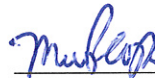
Corey A. Rux, Fire Chief



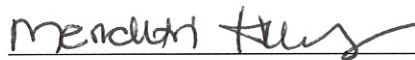
Dave Pearsall, Chair



Rosemary Mesa-Walton, Office Manager
Recorder of Board Minutes



Mike Peoples, Commissioner



Meredith Hutchins, Commissioner