



BOARD OF FIRE COMMISSIONERS

Meeting Minutes

September 10th, 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, Hutchins, and Commissioner Peoples were present; Chief Rux and Office Manager Mesa-Walton

OTHERS PRESENT

Lt. Bowman

AGENDA ADDITIONS OR DELETIONS

- Removed Staffing from New Business and added Executive Session at the end of New Business section, per RCW 42.30.110(1)(g) to evaluate the qualifications of an application for public employment.

APPROVAL/CORRECTION OF MINUTES

Commissioner Hutchins made a motion to approve the minutes from the August 13th, 2020, Regular Meeting. Commissioner Peoples seconded the motion and the motion passed by unanimous vote.

Commissioner Peoples made a motion to approve the minutes from the August 25th, 2020, Special Meeting. Commissioner Hutchins 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

08/01/2020 To: 08/31/2020

Time: 15:39:01 Date: 09/09/2020
Page: 2

Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
2 Petty Cash	500.00	0.00	0.00	500.00	0.00	0.00	500.00
6730 County Checking	806,795.67	6,261.64	77,353.14	735,704.17	0.00	0.00	735,704.17
6731 Capital Projects	189,049.04	92.39	0.00	189,141.43	0.00	0.00	189,141.43
6734 Reserve Account	540,091.69	268.46	0.00	540,360.15	0.00	0.00	540,360.15
6736 Apparatus Account	134,620.18	65.79	0.00	134,685.97	0.00	0.00	134,685.97
Total Cash:	1,671,056.58	6,688.28	77,353.14	1,600,391.72	0.00	0.00	1,600,391.72
	1,671,056.58	6,688.28	77,353.14	1,600,391.72	0.00	0.00	1,600,391.72

2. Voucher Approvals

- Office Manager Rosemary Mesa-Walton summarized the expenditures for the month. Commissioner Hutchins made a motion to approve the payments below totaling \$98,430.56. Commissioner Peoples seconded the motion and the motion passed by unanimous vote.

Batch	Numbers (Transactions/Vouchers)	Amount	Type	Description
2020.08.05	200805001-200805015 Transaction #s 665-679	\$6,931.71	Warrants	General Expenditures
N/A	Transaction #s 680-687	\$44,477.52	EFT	August Career Payroll
2020.09.01	Transaction #s 688-690	\$21,527.56	EFT	August- Career Payroll EFTPS, DRS, & DSHS
N/A	Transaction #s 691-709	\$7,119.64	EFT	August Volunteer & Commissioner Stipends
2020.09.02	Transaction # 710	\$1,550.37	EFT	August- Volunteer & Commissioner EFTPS Payment
2020.09.03	200903001-200903004 Transaction #s 711-714	\$10,864.58	Warrants	August- Career Payroll Benefits Union Dues, Health Insurance, MERP, and Griffin Firefighters Association Dues
2020.09.04	200904001-200904013 Transaction #s 729-741	\$5,959.18	Warrants	General Expenditures
Total		\$98,430.56		

CHIEF'S REPORT by Chief Rux Administration/Operations

Monthly Alarm Activity – September 2020

Total Number of Alarms: 36	Average Response Time Fire: 10:25
EMS 30	
Fire 6	Mutual Aid Given: 1
Overlapping calls: 5.56%	Mutual Aid Received: 4

1. Training

- We have 6 students that began the EMT course and they are doing well
- We have 2 students enrolled in the South Thurston Dist 12 Fire Academy, and they are doing well
- Department training hours: August 2020, 12 hours logged on Target Solutions (noticed there might be a software error in the system, because more than 12 hours have been documented).

2. Special Interest

- Chief Rux discussed the Cadet Program that began in September. A total of 17 students are enrolled and we'll be working on a practical skills day beginning in October.
- The department is looking into different credit card options in the next few months.
- Verizon: Chief Rux was offered a department phone, but has respectfully declined and will be using his personal phone for business as well, and he also respectfully declined receiving a stipend from the department.
- Budget prepping has started and we'll have a draft by October.

- Volunteer Recruitment – Steadily been getting applications in and are looking to bring on an additional 5 more members next month.
- Bordeaux Fire in Littlerock: Had a great response to the Bordeaux Fire and we were still able to cover our district with members. Overall, had great feedback and everyone did very well.
- Chief Rux complemented all of the department members for the exemplary work they've been doing especially over the last few months.

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. Medic One Contract

- Chief Rux discussed the renewal of the Medic One Contract. Commissioner Pearsall made a motion to approve the Medic One Contract renewal. Commissioner Hutchins seconded the motion and the motion passed by unanimous vote.

2. AC position

- Chief Rux asked for feedback from the board regarding the appointment of the new Assistant Chief position. Commissioner Peoples made a motion to approve extending a conditional offer to the selected candidate for the Assistant Chief position. Commissioner Hutchins seconded the motion and the motion passed by unanimous vote.

3. Strategic Planning – Goals & Objectives

- Chief Rux presented an outline of his strategic goals for the upcoming year and Commissioner Hutchins also presented a list of goals and objective on behalf of the board.

Added Executive Session:

4. RCW 42.30.110(1)(g) – To evaluate the qualifications of an application for public employment.

- The Commissioners met for an executive session at 1:00pm. The meeting resumed at 1:20pm and no action was taken during the executive session.
- After resuming the meeting, the board voted on the position changes of Nathan Bowman and Bert Shincke. Commissioner Hutchins made a motion to approve the position changes of Nathan Bowman and Bert Shincke from temporary to full-time permanent positions effective October 1st, 2020. Commissioner Peoples seconded the motion and the motion passed by unanimous vote.

COMMENTS FOR THE GOOD OF THE ORDER

-We will be having a moment of silence on 9/11 and we'll have something on the reader board as well.

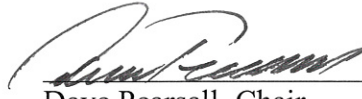
-Reminder about the Snure Webinar on October 21st for all members that would like to watch it.

MEETING ADJOURNED

There being no further business, the meeting was adjourned at 1:21pm



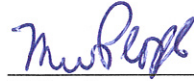
Corey A. Rux, Fire Chief



Dave Pearsall, Chair



Rosemary Mesa-Walton, Office Manager
Recorder of Board Minutes



Mike Peoples, Commissioner



Meredith Hutchins, Commissioner