MINUTES OF JUNE 27, 2015
SPECIAL LONG RANGE PLANNING MEETING

The special Long Range Planning Meeting of the Pierce County Fire Protection District #27 Board of Fire Commissioners was held at 12207 Lake Josephine Blvd., Anderson Island, WA. Chairman Dale Porterfield called the meeting to order at 8:15 AM. Commissioner David Albertson, Commissioner Colleen Adler, Chief Jim Bixler, Assistant Chief (A/C) Jay Wiggins, and Administrative Assistant (A/A) Amy Prisco attended. Also in attendance were Capt. Ron Music and F/F Christopher Frye.

LONG RANGE PLANNING

1. STATION
   a. Replace Driveway Apron: The Board discussed the need to replace the apron within the next 2-5 years which could include a new drainfield and infiltration system; the County may also require an oil/water separator. Originally estimated cost was $50K without the oil separator, so including that it would probably be closer to $75K-$100K. This would also factor in the cost of an architect/engineer and permit fees. A/C Wiggins will contact the County to perform a survey for drainage. We could also look into a grant from Ecology.
   b. Concrete/Pave Back Parking Area: The Board discussed the need to pave the back parking area with 6” deep concrete to provide a better training and parking area in 4-5 years at approximately $100K.
   c. Replace Roof: The Board discussed the need to replace the roof over the truck bay. Estimated cost for replacing the flat roof is approximately $50K. Current tar roof was built in 1990 and we have been just patching and recoating it. Comm. Porterfield asked if $50K is still a valid price for a membrane roof, which would give us another 20 years. Adding a peaked roof would bring the cost up to $100K. A/C Wiggins commented that we need to take care of this ASAP (0-2 years).
   d. Sprinkle Building/Add Quarters: These items were considered together as part of a total rebuilding of the Station in the next 15-20 years. We need to look into grants from FEMA for this project. Volunteerism is declining and we will need to look into paying a stipend for Firefighters to work a shift along with a room at the Station (or perhaps renting an off-Station house). Staffing is a priority including living quarters; truck bay size is the next priority. Our Bond will be paid off at the end of this year; the last lid-lift was in 2004.
   e. Add Covered Parking or Additional Garage Space: The Board discussed adding a concrete pad and metal structure to protect our extra vehicles and boat from exposure, as well as more storage and possible D-Con area within 2-5 years.
   f. Multimedia Equipment for Training: The Board discussed the need to keep upgrading to keep up with the new trends for electronic patient reporting. It would be helpful to have our
multimedia system integrated. We will look into the cost of a Smart Board within 0-2 years, as well as the possibility of a grant for this.

2. REVENUE
   a. Increase EMS Levy Amount to $1 per $1000: Chief raised the issue of increasing the EMS levy from $.50 per $1000 to $1. This is currently being pushed through by the State Fire Chief’s Association. We will need to go back to the taxpayers to approve it on the November ballot for 2016.
   b. Increase Assessed Value by 1% per year: Our levy amount will decrease.
   c. Lid-Lift in 6 Years: Chief suggested a lid-lift in 5-6 years. The last one was 8 years ago. We may need to do it sooner if the assessed valuation changes drastically.
   d. Bond for New Station: Not feasible in the next 10 years. Possibly in 10-20 years.
   e. Commissioner’s Bond: We can get one without getting voter approval, but we must pay it back out of the budget.
   f. Grant Writer: A good grant writer can more than pay for her services. Laura Worley is retiring at the end of 2015 and with permission from WPFR she may be able to write for us.
   g. Charge for Services: After some discussion about charging islanders/non-islanders for our services and billing their insurance companies, it was decided that this is not a good option for us. People might avoid using our services due to lack of funds, logistical issues such as billing and collections, not to mention loss of goodwill among the community.

3. APPARATUS
   a. Continue upgrading with Used Equipment: Other than the Command Vehicles, which get more mileage, we will continue to upgrade with used equipment, however, we will try to get 5 year old or newer used equipment. Capt. Music raised the issue of the aid car attending almost all of the calls and is concerned that the used equipment is not as reliable as a newer vehicle. We will also look into a grant for new vehicles. The Board thanked Capt. Music and will take that under advisement.
   b. Purchase new Command Vehicle (replace Suburban): Within 8-10 years

4. STAFFING
   a. Full-time FF/EMT: Within the next 5-10 years we would like to have at least one full-time and one part-time FF/EMT on staff with a salary of approximately $50-55K (F/T) and $40-45K (P/T) plus benefits (based on the economy at the time, plus lid-lifts). 80% of our calls are EMS, but fires are more personnel-heavy. F/F is the minimum requirement to volunteer, then marine and EVIP training, then EMT.
   b. Shift Work: Beginning in 2016 we may have more EMT’s to work shifts, with the goal of 2 EMT’s at the station during the day.
   c. Residents: Possible salaried position, 12 hour shifts (daytime) with volunteers responding at night, contingent upon the building remodel (10-20 years).

5. EQUIPMENT
   a. Fire
      1) Replace SCBA: Some don’t need to be replaced until 2018 and we were supposed to take out $65K from the ERR to replace some bottles this year. We can’t upgrade to the same type we have now. We will consider applying for a grant to replace all SCBA’s at once.
2) **Bunker Gear:** We need to order more immediately for our Recruit Academy and will have to adjust our budget to accommodate this since it is a safety issue.

3) **Hose:** All ladders passed our recent inspection and all hoses except one passed. We have enough to swap out both rigs and won’t need to replace for **5-10 years.**

b. **EMS**

1) **Defibs:** Six units were purchased in 2006 with our last Bond, and will need to be replaced in **2-3 years** (approximately $15-20K). We have replaced the batteries 3 times and only 2 have been used. (Our six units are located on the ferry, at the Riv, 2731, 2732, Jay’s rig and the fireboat.)

2) **CO2 Monitors:** These units test the CO2 levels in patients and/or F/F. We should have at least 1, 2 if possible on the aid cars **ASAP (0-1 years).** They are approximately $5K each; rebuilt units are available at $3K and are good for 5 years. Comm. Albertson recommended we find the money from somewhere in the ERR.

3) **Electronic EMR Reporting:** We are still reporting by hand and need to upgrade to the electronic system **ASAP (0-1 years).** Chief will look into the system WPFR is using and get back to the Board with recommendations.

c. **Wildland:** Volunteers have been purchasing their own wildland boots at this point, ranging from $100-200 (8” leather uppers). This is required to respond to a wildland fire since regular turn-out gear can only handle 1 hour per 24 hours. We have not had any wildland fire calls in the last 3 years, but due to the dry, hot season we are entering, we need to be prepared. We have 8-10 volunteers trained in wildland fire fighting. The Board asked the Chiefs to develop criteria for when we should provide boots for volunteers based on years of service and training. We need to provide a wildland kit for each volunteers that would be able to respond to such a call.

d. **Marine:** The program is running smoothly and will continue as is. Chief had spoken to the Johnson family about building our own dock with boat house at the location of Lyle’s store. This would require a grant **(10-15 years).**

**PUBLIC INPUT**

Capt. Ron Music raised the issue of our lack of EMT’s and many untrained volunteers (we currently have 6 EMT’s out of the 32 volunteers). We cannot gear our volunteers fully at this point and we need to provide more money for training. The goal would be to have 40-50 volunteers. Bunker gear needs to be replaced every ten years. We need to put in the budget now to outfit at least 3 volunteers (cost $2500 for coat/pants). We are planning to hold the EMT class in Oct-Dec 2015, and we need to budget it for every 3-4 years.

**ADJOURN**

The Board decided to finalize the revised 10-year plan at the July 20, 2105 Regular Board Meeting. There being no further business, the meeting adjourned at 1:00 PM.

**APPROVED:**

**ATTEST:**

Colleen Adler, Commissioner
Dale Porterfield, Commissioner

David Albertson, Commissioner

James R. Bixler, Secretary to the Board