MINUTES OF DECEMBER 4, 2017
AUDIT EXIT CONFERENCE & REGULAR BOARD OF FIRE COMMISSIONERS MEETING

The Audit Exit Conference and the regular meeting of the Pierce County Fire Protection District #27 Board of Fire Commissioners was held at 12207 Lake Josephine Blvd., Anderson Island, WA. Commissioner Dale Porterfield called the meeting to order at 3:10 PM. Commissioner Colleen Adler, Commissioner David Albertson, Chief Jim Bixler, Assistant Chief (A/C) Jay Wiggins, and Administrative Assistant (A/A) Julie Harter attended. Also in attendance: Auditor Linda Mastin, Auditor Mark Rapozo, and Jeff Hayes.

AUDIT EXIT CONFERENCE:

Our Auditor, Linda Mastin, began the Audit Exit Conference with handouts of our Accountability Audit Report. It was found that our District operations complied with applicable requirements and provided adequate safeguarding of public resources. The District also complied with state laws and regulations and its own policies and procedures in the areas that were examined.

READING AND APPROVAL OF MINUTES:

The minutes of November 20, 2017 Regular Board Meeting were presented. Commissioner Albertson made a motion to accept the Minutes as written. Commissioner Adler seconded. Motion passed.

REPORTS OF OFFICERS & BOARDS:

SECRETARY’S REPORT

We received a copy of the Community Report from the Pierce County Prosecutor’s Office.

REVIEW OF RESOLUTIONS

Resolution #2017-36 Payroll & Expense vouchers #27170488- #27170499 in the amount of $12,475.29 was available for review and discussion. After review and discussion, Commissioner Adler made a motion to approve. Commissioner Albertson seconded. Motion passed.

CHIEF’S REPORT

Steve Wolfe’s Memorial was held this past Saturday. It went well.

Our banquet is tomorrow night at 6PM in the AIHS Archival Building.

The start lighting and Santa delivery, and the boat parade were all held this past Saturday and went well.
**TRAINING OFFICER REPORT**

We are working on the 2018 schedule.

One of our volunteers, who has worked in Nepal with developing their EMS system, instructed our recent infectious diseases drill. It was excellent insight for everyone.

Our EMS class are expected to begin in March and go through May of 2018.

**FIRE PREVENTION OFFICER REPORT**

We are up to 1,020 smoke detectors given out and/or installed. Capt. Hayes will be setting up a table at the banquet for smoke alarm installations. He is also planning to be in the ferry lanes again during holiday time when the weekenders are likely to be here.

**UNFINISHED BUSINESS**

SCBA: We found out that we can buy off the WA State Contract through Sea Western. The cost is approximately $110,000 and takes around 60 days for delivery. Payment is not necessary until the SCBA are delivered. Commissioner Adler made a motion to approve the purchase of the SCBA. Commissioner Albertson seconded. Motion passed. Commissioner Adler noted that they plan to transfer $5,000.00 of the funds already paid to the architect from the Capital Fund to our Operating Fund.

Bunker Gear: We can purchase on the contract through Kent Fire. We just need to sign an Interlocal Agreement with Kent. Commissioner Adler made a motion to approve Chief to sign an Interlocal Agreement with Kent Fire. Commissioner Albertson seconded. Motion passed.

Building: Waiting to hear back from the architect about the drainage certification.

Commissioners’ Conference: Tabled.

Volunteer Funds: Chief would like to go through the calls only and disperse the funds by call attendance. The Board decided that half of the balance will go towards the carryover.

**NEW BUSINESS**

A/C Wiggins reported that there is a rebate program offered if we were to change out all our current lights to more energy efficient lights. The company would subsidize 50% of the cost to do so. We would need to get a quote from an electrician for the price of the bulbs and fixtures. After discussion, the Board is interested and would like to see the numbers further. A/C Wiggins will report back.

**PUBLIC INPUT**

None.
2017 BOARD MEETING SCHEDULE

In reviewing the upcoming schedule, Commissioner Adler will be absent for the January 2, 2018 meeting.

December 18, 2017 4:00 PM

2018 BOARD MEETING SCHEDULE

January 2, 2018  4:00 PM
January 16, 2018  4:00 PM Tuesday
February 5, 2018  4:00 PM
February 20, 2018  4:00 PM Tuesday
March 5, 2018  4:00 PM
March 19, 2018  4:00 PM

ADJOURN
There being no further business, the meeting adjourned at 4:40 PM.

APPROVED:

ATTEST:

Colleen Adler, Commissioner

David Albertson, Commissioner

Dale Porterfield, Commissioner

James R. Bixler, Secretary to the Board