MINUTES OF MARCH 5, 2018
REGULAR BOARD OF FIRE COMMISSIONERS MEETING

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 4:00 PM. Commissioner Colleen Adler, Commissioner David Albertson, Chief Jim Bixler, Assistant Chief (A/C) Jay Wiggins, and Administrative Assistant (A/A) Amy Prisco attended. Also in attendance: Jeff Hayes.

READING AND APPROVAL OF MINUTES:

The minutes of February 20, 2018 Regular Board Meeting were presented. Commissioner Albertson raised a question with the wording in the Executive Session section. Minutes will be presented again for review at the next meeting on March 19, 2018.

REPORTS OF OFFICERS & BOARDS:

SECRETARY’S REPORT

No correspondence.

REVIEW OF RESOLUTIONS

Resolution #2018-11 Payroll & Expense vouchers #27180105- #27180119 in the amount of $12,345.91 was available for review and discussion. After review and discussion, Commissioner Albertson made a motion to approve. Commissioner Adler seconded. Motion passed.

Resolution #2018-12 Transfer from Reserve to Operating in the amount of $12,345.91 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

Commissioner Porterfield held Chief Bixler’s annual performance review last week and it is in Chief’s personnel file. Chief contacted Vaughn Olson regarding his property on Oro Bay and will try to meet with him this week to discuss our use of his dock. Chief also looked into costs for a new dock and is working on a long-range plan for this project.
Chief and A/C Wiggins went to State Surplus and purchased some office furniture and 4 smart boards for the department. We are working on getting them set up and will need to purchase software for them.

Chief reported that the 2005 Ford brush truck went in for service and it was discovered that the head gasket is close to blowing as well as needing front-end work and rear brakes. They recommend a new motor, for $25,484 or to replace the head gaskets for $9,808. A replacement diesel cab & chassis is minimum $41,000 plus tax. Chief researched another option which is to replace with a gas cab & chassis, which is approximately $31,000 plus tax. Commissioner Albertson made a motion that we purchase a Chevy diesel cab & chassis pending further investigation for a less expensive alternative. Commissioner Porterfield seconded. Motion passed.

**TRAINING OFFICER REPORT**

Two members attended the EVIP Train the Trainer course at the WFCA Fire Symposium in Yakima. One of these members also took the BNSF Train Derailment course.

The EMT course begins Monday, March 12. 14 volunteers are signed up. They will take the NREMT test at the end of the course which also qualifies them to get a WA state EMT certificate.

**FIRE PREVENTION OFFICER REPORT**

Capt. Hayes put up a new sign at the reader board stating that smoke detectors were free, including install or for pick up. While doing an installation, he has also begun asking the individuals if any of their friends need detectors and this increased the amount of calls.

He plans on marketing them at different events held over the spring and summer months.

**UNFINISHED BUSINESS**

Turnouts/SCBA’s: Still waiting for the SCBA’s to arrive and have the rep come out to complete measurements. We may need to have the rep out before all of the equipment arrives so we can place our order.

Building: Architect is still working on plans and hoping to have everything ready to submit to the County by end of March. The Commissioners would like us to encourage him to complete them soon so that we can put it out to bid.

LED lights: The electrician has us on his schedule to review our facility.

Contract Amendment: Commissioner Adler made a motion to approve the amendment. Commissioner Albertson seconded. Motion passed and was signed and will be filed in Chief’s personnel file.

Bremerton Yacht Club: Chief spoke to the E-Committee Chair of BYC and discussed our long-range plan, possibly extending our agreement with them 5 to 10 years. We are looking into other options for moorage.
of the fire boat. They have postponed their decision regarding our usage of their dock until their April board meeting and Chief and one Board Member will attend.

**NEW BUSINESS**

Review of Policies: Department Policies 2000 (Confidentiality) and 2200 (Harassment), which are listed as “High Risk”, must be annually reviewed by the Board. The Board will review these and discuss at the next meeting.

40th Anniversary T-Shirts: The Board discussed having commemorative T-shirts made for the Department to sell to the public at the Pancake Breakfast. A volunteer is currently working on the artwork for T-shirts, as well as a patch for our volunteers’ dress uniforms. Chief will consult our attorney to see if the Department can receive monies for this or if the Association should handle it.

**PUBLIC INPUT**

None.

**2018 BOARD MEETING SCHEDULE**

Note: A/C Wiggins and Commissioner Adler will not be in attendance at the April 2, 2018 meeting.

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<tr>
<td>March 19, 2018</td>
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<tr>
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**ADJOURN**

There being no further business, the meeting adjourned at 5:20 PM.

**APPROVED:**

**ATTEST:**

Colleen Adler, Commissioner

David Albertson, Commissioner

Dale Porterfield, Commissioner

James R. Bixler, Secretary to the Board