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Commissioners:
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MINUTES OF DECEMBER 3, 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 3:00 PM. Commissioner Colleen Adler, Commissioner David Albertson, Chief Jim Bixler, Assistant Chief (A/C) Jay Wiggins, and Administrative Assistant (A/A) Ramona Wheeler attended. Also in attendance: Jeff Hayes.

READING AND APPROVAL OF MINUTES:

The minutes of November 20, 2018, Regular Board Meeting were presented. After review and discussion, Commissioner Albertson made a motion to accept the Minutes as written. Commissioner Porterfield seconded. Motion passed.

REPORTS OF OFFICERS & BOARDS:

SECRETARY'S REPORT

No report.

REVIEW OF RESOLUTIONS

Resolution #2018-48 Payroll & Expense vouchers #27180556 – #27180570 in the amount of \$12,514.12 was available for review and discussion. After review and discussion, Commissioner Albertson made a motion to approve. Commissioner Adler seconded. Motion passed.

Resolution #2018-49 Transfer from Reserve in the amount of \$1,487.98 was available for review and discussion. After some review and discussion, Commissioner Albertson made a motion to approve. Commissioner Adler seconded. Motion passed. Following discussion, Commissioner Adler requested a report that provides total expenditures, year-to-date, for the new brush truck. The report will be submitted at the next regular Board meeting.

CHIEF'S REPORT

Banquet: We are ready for the Volunteer Firefighters Banquet for tis Tuesday, December 4. The awards and plaques have been received and are ready to be presented. Santa Clause will also be in attendance for a photo op with volunteers. New brush truck will be on display at the banquet.

Pager Issue: It has been reported that our 911 pagers were not working when the island experiences power outages. South Sound 911 initially stated the on-island equipment that supports our pagers was not theirs. Pierce County's technician came to the island today and was able to fix the problem. According to the technician, the equipment was provided by South Sound 911.

Paid Family and Medical Leave: According to Washington State publications, employers with fewer than 50 employees are not required to pay premiums. In addition, it appears that organizations can do a self-funded plan as an alternative to the State plan. Employers who wish to operate their own paid family and/or medical leave programs must meet or exceed the state plan's benefits. Employers will be required to apply to operate a Voluntary Plan for three years, at a cost of \$250 for a review fee each year. Commissioner Porterfield commented that the Board will address this issue at a future meeting.

TRAINING OFFICER REPORT

Only two days of training are scheduled for December, due to the holidays. We are still completing strategic planning for our 2019 training calendar. An upcoming Emergency Vehicle Incident Program (EVIP) class is designed to train additional instructor trainers, and we plan to send someone.

FIRE PREVENTION OFFICER REPORT

We continue to distribute and install smoke detectors through the program, which ends in February 2019. Captain Hayes provided Board members a Project Timeline handout with updated data on the distribution of smoke detectors. Over the past two years, the team has distributed and/or installed approximately 2,173 smoke detectors; only 827 remain available for distribution for the 150 days left in the program.

UNFINISHED BUSINESS

Building: Architect Dan Kinkella indicated he would have the engineer's drainage design completed to submit before Thanksgiving. According to Kinkella, they submitted the design to Pierce County on Monday, November 19. The County also asked for engineering and site development, which Kinkella submitted. Then the County requested for flow control and modeling of the site. According to Kinkella, flow control had been included in the submitted documentation, but site modeling had not. As of today, Kinkella indicated everything requested by the County has been submitted. Awaiting approvals.

LED Lights: No progress.

Future Boat Moorage: No progress.

Snure: We will include an in-depth review of Snure Laws Update during our upcoming Policy & Legislative Review meeting.

Website Upgrade: No progress.

IRS Federal Deposit Requirements: We will review and discuss the mandated process for 2019 to address any ramifications for the Department, prior to end of the year.

NEW BUSINESS

Board scheduled a day-long Special Meeting for Friday, December 7, 2018. The purpose of the meeting is to review department policies and legislation requirement impacts for Anderson Island Fire/Recue.

PUBLIC INPUT

None.

2018 BOARD MEETING SCHEDULE

December 18, 2018 3:00 PM

2019 BOARD MEETING SCHEDULE

January 2, 2019 3:00 PM *Wednesday*

January 15, 2019 3:00 PM

February 5, 2019 3:00 PM

February 19, 2019 3:00 PM

March 5, 2019 3:00 PM

March 19, 2019 3:00 PM

ADJOURN

There being no further business to discuss, the meeting adjourned at 4:15 PM.

APPROVED:

ATTEST:

Colleen Adler, Commissioner

David Albertson, Commissioner

Dale Porterfield, Commissioner

James R. Bixler, Secretary to the Board