

**CENTRAL PIERCE FIRE & RESCUE
BOARD OF COMMISSIONERS
December 14, 2020**

Chair Holm called the Regular meeting of the Board of Commissioners for Central Pierce Fire & Rescue to order by Zoom webinar. Present were Chair Holm, Commissioners Stringfellow, Coleman, Willis and Eckroth, Chief Olson, Deputy Chiefs Karns and Stueve, FD Robacker, HRD Washo, Assistant Chiefs Juarez, Stueve and McKenzie, and Executive Assistant Porter, recorder. Due to prior mayoral duties, Ex-Officio/Mayor Door joined the meeting at 5:17 p.m

APPROVAL OF AGENDA

Commissioner Stringfellow moved and Commissioner Willis seconded to approve the agenda. **MOTION CARRIED.**

PUBLIC COMMENT (FOR ITEMS NOT SPECIFICALLY ON THE AGENDA)

No public comment.

CONSENT AGENDA (SINGLE MOTION)

A. Excused Absences:

B. Minutes: Regular Board Meeting of November 23, 2020

C. Approval of:

Accounts Payable Warrants Numbered 55458 to 55496 totaling	\$	224,133.97
Accounts Payable Warrants Numbered 55497 to 55508 totaling	\$	4,837,500.86
Net Payroll Warrants Numbered 107466 to 107472 totaling	\$	50,172.24
Net Payroll Warrants Numbered 107473 to 107485 totaling	\$	54,640.59
Accounts Payable Warrants Numbered 55509 to 55526 totaling	\$	105,705.42
GRAND TOTAL	\$	5,272,153.08

Commissioner Stringfellow moved and Commissioner Eckroth seconded to approve the Consent Agenda with warrants totaling \$5,272,153.08. **MOTION CARRIED.**

UNFINISHED BUSINESS (SECOND READING AND FINAL ACTION)

No unfinished business.

NEW BUSINESS (FIRST READING – FOR DISCUSSION AND REVIEW ONLY)

A. Resolution No. 20-14 Electronic and Digital Signature Technology Use

State law allows local governments to determine the extent to which it will use electronic signatures and electronic records. This resolution authorizes their use and directs the Fire Chief to establish policy and procedures for implementation. A draft policy was provided to the Board.

B. Resolution No. 20-15, 2021 Fees Charges Fines

The annual resolution to establish fees includes labor rate changes effective 2021.

C. Resolution No. 20-16, 2020 Year End Budget Amendment

The resolution reflects appropriation for Board-approved expenditures throughout 2020, revenues not identified or quantified during the 2020 budget development, and division head adjustments created during the year.

CONSIDERATIONS AND REQUESTS

A. City of Tacoma, City Light Fire Protection Contract 2021 through 2025

City of Tacoma, Light Division, has contracted with the district for fire protection services since 2011. Commissioner Stringfellow moved and Commissioner Willis seconded to approve the contract with the City of Tacoma, Light Division for \$5,804.65. **MOTION CARRIED.**

B. Interlocal Cooperation Agreement for Fleet-Mechanic Services

The ILA, drafted by Attorney Quinn, allows sharing of fleet repair and maintenance services between CPFR, West Pierce Fire & Rescue, and Gig Harbor Fire & Medic One in the event an agency's mechanics are unavailable due to Covid-19 or other disaster. Commissioner Stringfellow moved and Commissioner Eckroth seconded to approve the Interlocal Cooperation Agreement for Fleet-Mechanic Services. **MOTION CARRIED.**

STAFF, LOCAL, FIREFIGHTERS' ASSOCIATION AND FIRE CHIEF REPORTS (For Information Only)

The following divisions provided a written report in the packet:

- A. Station 72 Bond Budget vs. Actual – FD Robacker provided information in response to the Board's request.
- B. Training – AC Juarez.
- C. Health & Safety – AC McKenzie included a report on OSHA recordable injuries.
- D. Logistics – AC Stueve provided a fleet preventative maintenance update. The investment in the fleet has allowed for mechanics' time to be spent on other maintenance projects. One of the medic units was recently in an accident and is being shipped back to the vendor for service.
- E. Community & Government Relations – Capt. Shaw. DC Karns reported on the very successful last minute Santa runs throughout the district. Our citizens were very appreciative.
- F. DC Operations – DC Stueve included a summary of performance measures for the Low Acuity Pilot Program. The program continues to be monitored for optimal performance.

- G. Fire Chief – Chief Olson thanked the Board for their patience and cooperation with the new meeting format. The Covid-19 vaccine is due out soon and a distribution plan is underway. Included in his report were the following documents:
- i. Hearing Examiner's Decision – South Sunrise West. Considered a victory.
 - ii. Leadership Commitments – Provided by Nash Consulting at leadership training.
 - iii. Draft Letter to SS911 – Important to recognize their service through the recent wildland fire season.

CORRESPONDENCE

- A. Appreciation Letter from Pierce County Sheriff's Office

COMMISSIONER COMMENTS

Ex-Officio/Mayor Door saw the appreciation of the Santa parade on social media. People are longing for a sense of community and social interaction. The City of Puyallup approved three Comp Plan Amendments. It was just announced that Governor Inslee halted the Pierce County Council vote on the Tacoma-Pierce County Public Health Department.

Commissioner Willis thanked FD Robacker and Chief Karns for their work on the budget adjustment and 72 actuals. He wished Merry Christmas to all. He requested that Board members be advised immediately when significant events occur such as the recent medic unit accident.

Commissioner Coleman thanked everyone for their hard work during this challenging year.

Commissioner Eckroth wished everyone a Merry Christmas and Happy Holidays.

Commissioner Stringfellow thanked EA Porter for her assistance in helping him get connected with the new meeting format.

Commissioner Holm appreciates being able to see everyone at meetings moving forward. He thanked division heads for attending and staying late to answer questions. He expressed his appreciation to Staff and EA Porter for moving meetings to the next level.

EXECUTIVE SESSION

At 6:50 p.m., Commissioner Stringfellow moved and Commissioner Willis seconded to move into Executive Session for 10 minutes under RCW 42.30.110(1)(g) to review the performance of a public employee until 7:00 p.m.

At 7:00 p.m., Chair Holm extended the meeting for two minutes.

At 7:02 p.m., Commissioner Stringfellow moved and Commissioner Coleman seconded to return to Regular Session. **MOTION CARRIED.** No action was taken during Executive Session.

ADJOURNMENT

There being no further business, Commissioner Stringfellow moved and Commissioner Eckroth seconded to adjourn the meeting. **MOTION CARRIED.**

The meeting adjourned at 7:03 p.m.



MATTHEW HOLM
CHAIR OF THE BOARD



TANYA ROBACKER
DISTRICT SECRETARY



DIANNE PORTER
RECORDER