

**A REGULAR MEETING OF THE
BOARD OF COMMISSIONER OF
EAST PIERCE FIRE & RESCUE**

January 18, 2022

A regular meeting of the Board of Commissioners of East Pierce Fire & Rescue was held on January 18, 2022, via conference/video call through Ring Central. Notice and link to join meeting was posted for public access. Vice Chair Edward Egan called the meeting to order at 7:00 p.m. Present by roll call were Commissioners Randy Kroum, Cynthia Wernet, Mike Cathey, Pat McElligott, Kevin Garling, Fire Chief Parkinson, Deputy Chief Mack, Executive Admin Asst. Corina Byerley and District Secretary Michelle Hollon.

Chairman Jon Napier was excused.

Audience: Asst. Chief Chuck King

Honors and Recognitions: Oath of Office

- District Secretary Michelle Hollon gave Commissioner M. Cathey and C. Wernet their oaths of office. Congratulations!

Elections:

Board Chair for 2022-2023:

Commissioner Garling moved to nominate Jon Napier as Board Chair for 2022-2023. The motion was seconded by Commissioner Cathey. No other nominations were received for Board Chair, motion carried.

Vice Chair for 2022-2023:

Commissioner Cathey nominated Ed Egan as Vice Chair for 2022-2023. The motion was seconded by Commissioner Kroum. No other nominations were received for Vice Chair, motion carried.

Board Committee Assignments for 2022-2023:

Finance: Jon Napier, Chair, Kevin Garling, Pat McElligott

Human Resources: Cynthia Wernet, Chair, Pat McElligott, Randy Kroum

Planning: Mike Cathey, Chair, Cynthia Wernet, Randy Kroum

Bond Committees

Station 111/118

Working: Pat McElligott, Kevin Garling

Executive: Mike Cathey, Randy Kroum

Station 112/114/117

Working: Cynthia Wernet, Kevin Garling, Ed Egan

Executive: Jon Napier, Mike Cathey, Randy Kroum

Approval of Agenda:

District Secretary Michelle Hollon requested to add payroll vouchers 220103001-220103013, 220101059 in the amount of \$611,623.87 and electronic payroll in the amount of \$2,341,605.25 to the Consent Agenda. Commissioner Kroum moved to approve the agenda as amended. The motion was seconded by Commissioner Garling and carried.

Consent Agenda: Commissioner Garling moved to approve the Consent Agenda (minutes of the December 21st Regular meeting; Treasurer's Report; current expense vouchers 220101001-220101064 in the amount of \$410,953.18; payroll vouchers 220103001-220103013, 220101059 in the amount of \$611,623.87; electronic payroll in the amount of \$2,341,605.25; Capital expense vouchers 220102001-220102007 in the amount of \$500,566.16). Motion seconded by Commissioner Kroum and carried.

VISITOR COMMENTS: None

RESOLUTIONS:

Resolution 971- Cancel of Warrant: District Secretary M. Hollon presented to the Board Resolution 971 requesting the cancellation of a warrant. Mountain Mist was issued a check in the amount of \$713.78 for services but was lost in the mail and not cashed. The total amount requested to be canceled is \$713.78. Per RCW 39.56.040 calls for cancellation of warrants by passage of a resolution by the governing body. Commissioner Wernet moved to adopt Resolution 971 canceling warrant 1616830 in the amount of \$713.78. The motion was seconded by Commissioner Kroum and carried.

NEW BUSINESS:

Sumner Investigations IIA: Chief Parkinson presented to the Board an interlocal agreement with the City of Sumner that addresses the fee for services associated with fire cause and origin investigation services. Commissioner Kroum moved to approve the interlocal agreement with the City of Sumner to provide fire cause and origin investigation services as presented. The motion was seconded by Commissioner Garling and carried.

UNFINISHED BUSINESS:

Inspections and Pre-fire Plans Update: Assistant Chief King presented to the Board a progress report of the Fire Prevention Division fire and life safety inspection program authorized last year by the Board. After customizing computer software, training deputy fire marshals, and establishing interlocal agreements with each city, inspections began in November 2021. Graphs showing the number of inspections by city, inspection report example, and mailer (notice to businesses of upcoming inspection) were provided in agenda packet. No action taken, information only.

BOND-2018:

Project Manager: Phil Herrera gave an update on the Capital Facilities Plan.

Station 111: City of Bonney Lake permitting department has provided written intent to accept change proposal for ceiling height issue. EPFR is working on an appeal for the exemption of traffic impact fees. Re-engineering is in process. Projected to go out to bid in April.

Station 112: Researching property options both private and publicly owned properties.

Station 114: Septic design approved. No SEPA will be required. Traffic impact permits filed. Move to design review by end of January.

Station 117: Next step is design review with Tehaleh. Expected to go for bid in June/July.

Station 118: Slab poured last weekend, stormwater system about 80% complete, underground utilities are next. Walls to be delivered next week. Contaminated soil was limited to about one truckload of material (applied for permit for disposal). Rain has caused significant mud issues on site

Station 124: None.

Station 116 Training Facility: No changes.

COMMISSIONER TRAINING/EVENT REQUESTS:

Compliance Training: District Secretary discussed with Board the required Open Public Meeting training every four years. Advised Board members due for this requirement to complete the Open Public Meeting training on the WFCAs website and forward certificate to District Secretary.

Chelan Conference: Confirming four to attend. Conference dates 6/3 – 6/5/2022.

CHIEF’S REPORT

Monthly Chiefs Report: Reviewed the Chief’s monthly report with the Board. Included in agenda packet. Chief Parkinson updated the Board on the status of COVID, currently 15 employees positive with Omicron, and clarified new levels of recommendations regarding exposure and positive infection. Chief Parkinson also updated the Board regarding HB1735 that is providing clarification of HB1310 for law enforcement. DC Mack has been tasked with updating the Standards of Cover for the District. Discussed dates for a Strategic Planning Workshop (4/19/22, 5pm) and Special Meeting (1/26/22, 7pm).

Monthly Stats: Call volume and fire incidents that occurred in the month were provided in agenda packet.

Divisional Reports: None

EXECUTIVE SESSION: None

COMMISSIONER ACTION/DISCUSSION:

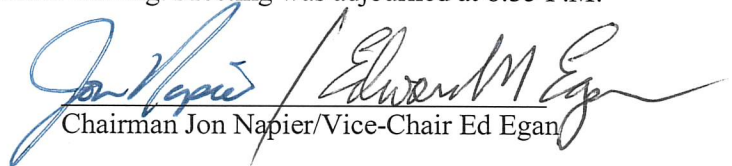
Timecards: District Secretary Michelle Hollon requested that the Board turn in timecards within the same year time was earned for budgetary purposes.

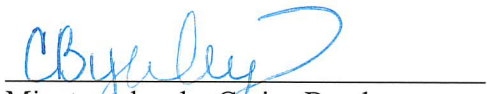
PDC Reminder: Due Date for filing PDC is April 15.

ADJOURN

There being no further business to come before the Board, Commissioner McElligott moved to adjourn the meeting. The motion was seconded by Commissioner Garling. Meeting was adjourned at 8:35 P.M.


District Secretary Michelle Hollon


Chairman Jon Napier/Vice-Chair Ed Egan


Minutes taken by Corina Byerley,
Executive Admin Assistant