

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

June 21, 2022

A regular meeting of the Board of Fire Commissioners of East Pierce Fire & Rescue was held on June 21, 2022, in-person and via conference/video call through Ring Central. Notice and link to join meeting was posted for public access. Chair Jon Napier called the meeting to order at 7:00 p.m. Present by roll call were Commissioners Edward Egan, Randy Kroum, Cynthia Wernet, Pat McElligott, Kevin Garling, Fire Chief Parkinson, Deputy Chief Mack, Executive Admin. Asst. Corina Byerley, and District Secretary Michelle Hollon.

Commissioners Excused: Mike Cathey

Audience: Phil Herrera, Jim Nelson (D.A. Davidson), Mike Blaylock (virtual)

Honors and Recognitions: None

Oath of Office: None

Approval of Agenda: District Secretary Michelle Hollon requested to add the following items to the agenda:

- Agenda Item 4 (Consent Agenda)- Payroll vouchers 220604002-220604009 in the amount of \$379,233.66 and electronic payroll in the amount of \$2,173,063.25.
- Agenda Item 4 (Consent Agenda)- Voucher 220604001 in the amount of \$23,043.21 for Health Care Authority
- Agenda Item 4 (Consent Agenda)- Voucher 220604010 in the amount of \$3,454.62 for Labor & Industries

Commissioner Garling moved to approve the agenda as amended. The motion was seconded by Commissioner McElligott and carried.

Consent Agenda: Commissioner Egan moved to approve the consent agenda as amended (minutes of the May 11th Special meeting; minutes of the May 17th Regular meeting; minutes of the May 17th Special meeting; treasurer's report; current expense vouchers 220601001-220601077 in the amount of \$415,434.87; voucher 220604001 in the amount of \$23,043.21; voucher 220604010 in the amount of \$3,454.62; payroll vouchers 220604002-220604009 in the amount of \$379,233.66 and electronic payroll in the amount of \$2,173,063.25; and Capital expense vouchers 220602001-220602011 in the amount of \$583,808.78. Motion seconded by Commissioner Kroum and carried.

VISITOR COMMENTS: None

RESOLUTIONS:

Resolution 986- Surplus (body armor and radio equipment: Assistant Chief Moore presented to the Board Resolution 986 requesting the surplus of body armor as attached in Appendix A and mobile radio equipment as attached in Appendix B. The ballistic armor has exceeded their life expectancy of 5 year and have been replaced. The mobile radio equipment is no longer of use to the District due to replacement or damage beyond cost effective to repair. Commissioner McElligott moved to approve Resolution 986, the surplus of 34 sets of Body Armor to include 34 vests, 68 plates, 35 helmets, and misc. mobile radio equipment to dispose of, donate, or recycle at the discretion of the fire chief. The fire chief will report back to the Board with the final disposition of the body armor. The motion was seconded by Commissioner Kroum and carried.

Resolution 987- Sole Source Declaration: Chief Parkinson presented to the Board Resolution 987 requesting a declaration of sole source of EMS Technology Solutions for the purchase of Radio Frequency Identification equipment compatible with the District's current Operative IQ system. The District's Attorney, Eric Quinn has reviewed the request for sole source and has provided a letter of opinion. Commissioner Kroum moved to adopt Resolution 987 declaring EMS Technology Solutions the sole source for the purchase of Radio Frequency Identification equipment and waiving competitive bid requirements. The motion was seconded by Commissioner Garling and carried.

Resolution 988- Eminent Domain: Chief Parkinson presented to the Board Resolution 988 requesting authority to, if deemed necessary, exercise the power of eminent domain to acquire approximately 1.69 acres of land located at 20606 120th St E deemed for the District's new Station 112. The District's Attorney, Eric Quinn has reviewed and, in his opinion, approved the resolution. Commissioner McElligott moved to adopt Resolution 988 authorizing the District to acquire, by eminent domain, if necessary, approximately 1.69 acres of land at 20606 120th St E in Bonney Lake, Washington in the public's interest and to accomplish a public purpose. The motion was seconded by Commissioner Egan and carried.

NEW BUSINESS:

Deputy Chief MOU: Chief Parkinson presented to the Board a proposed Memorandum of Understanding (MOU) to the Deputy Chiefs contract. In accordance with his contract, an evaluation has been conducted by the fire chief after 6-months, as well as at 12 months of employment (which was completed in June). Based on the performance of DC Mack, it is recommended that his contract be amended with the proposed MOU capturing a merit pay increase for this period. Commissioner Garling moved to authorize the Board Chair to sign the MOU with the Deputy Chief as presented. The motion was seconded by Commissioner Kroum and carried

UNFINISHED BUSINESS:

Bond Update: Chief Parkinson and Jim Nelson (D.A. Davidson) presented to the Board an update regarding the current state of the bond market and how the District's bond rating will impact the interest rate and repayment schedule. Chief Parkinson will report back to the Finance Committee on July 5th. The Board preferred to reduce the financing term from 20 years to 16 years. No action taken, information only.

Board Meeting Policy Edits: Chief Parkinson presented to the Board the first reading of revisions made to the existing policy 213 Duties of Individual Commissioners and policy 222 Meetings. The edits allow for virtual commissioner attendance to meetings up to three times per year and makes all meetings hybrid to allow virtual audience attendance. No action taken.

COMMISSIONER TRAINING/EVENT REQUESTS:

WFCA Annual Conference – Spokane, October 27-29: Executive Admin. Asst. Byerley provided information to the Board regarding the WFCA Annual conference. Commissioners McElligott, Wernet, and Kroum expressed interest in attendance. No action taken, information only.

NAEFO Annual Conference – Las Vegas, September 19-22: Executive Admin. Asst. Byerley provided information to the Board regarding the NAEFO Annual conference. Commissioner Egan expressed interest in attendance. No action taken, information only.

CHIEF'S REPORT:

Monthly Chiefs Report: Reviewed the Chief's monthly report with the Board. Included in agenda packet. Chief Parkinson's report included: an update on the new Station 111; wildfire season is beginning, one member deployed to New Mexico and the Wildland Team has conducting regional training in preparation; No new from FEMA regarding Safer Grant request, but did receive a request for additional information; completed bond rating call with Standard and Poor's, no change in rating; annual

update presentation to the Town of South Prairie has been moved to Aug. 9th; many public education programs have resumed including CPR/1st Aid classes, Safe Sitter classes, helmet and life jacket sales, and smoke alarm installations; discussion is progressing regarding the Regional Training Consortium, group is finalizing draft ILA for presentation to the Board in July; and several items being discussed at SS911 including revenues excess from 1/10th of 1%, combined radio system core(s), and Puyallup radio system repair request.

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

BOND-2018:

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

Station 111: Out for bid, closing on July 7th. The City of Bonney Lake has hired a hearing examiner and we are awaiting the hearing date. Tentative hearing is on July 18th. The city accepted our “appeal” of the code interpretation denial on Traffic Impact Fees. The city has been in communication with attorney Eric Quinn. He is preparing our arguments currently.

Station 112: Conducting due diligence. So far, title review, environmental survey, and preliminary site survey for test fit scenarios are complete. Soils testing and County reviews in process. Closing will be 30 days after feasibility acceptance.

Station 114: Land-use requirements are in permitting with Pierce County and progressing on schedule. Plan set is 80% complete for building permit submittal.

Station 117: Site survey is complete. The county is reviewing our proposal to have both station accesses off Cascadia Drive. They are indicating that we may need to do road improvements to accommodate. We will submit to Tehaleh for design review by the end of June.

Station 118: Still experiencing delay due to steel order. Steel beams for apparatus bay are expected to arrive in late July.

Station 124: No changes.

Station 116 Training Facility: No changes.

EXECUTIVE SESSION:

The Executive Session per RCW 42.30.11(1)(g) to review the performance of a public employee was cancelled. No Executive Session was held.

COMMISSIONER ACTION/DISCUSSION:

ADJOURN

There being no further business to come before the Board, Commissioner Garling moved to adjourn the meeting. The motion was seconded by Commissioner McElligott. the meeting was adjourned at 8:27 p.m.


District Secretary Michelle Hollon


Chairman Jon Napier/Vice-Chair Ed Egan


Minutes taken by Corina Byerley,
Executive Admin Assistant