

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

February 18, 2025

A regular meeting of the Board of Fire Commissioners of East Pierce Fire & Rescue was held on February 18, 2025, via conference/video call through Zoom. Notice and link to join meeting was posted for public access. Chair Napier called the meeting to order at 7:00 p.m. Present by roll call were Commissioners Ed Egan, Kevin Garling, Pat McElligott, Randy Kroum, Cynthia Wernet, Justin Evans, Chief Jon Parkinson, Deputy Chief Matt Gilbert, Finance Director Michelle Hollon, and District Secretary Corina Byerley.

Commissioners Excused: None

Commissioners Unexcused: None

AUDIENCE: Project Manager Phil Herrera, Patience Taylor, Taylor Phillips

HONORS AND RECOGNITIONS: None

OATH OF OFFICE: None

APPROVAL OF AGENDA:

Commissioner Kroum moved to approve the agenda as presented. The motion was seconded by Commissioner Egan and carried.

CONSENT AGENDA:

Commissioner Garling moved to approve the consent agenda (minutes from the January 21st Regular meeting; treasurer's report; current expense vouchers 250201001 - 250201077 in the amount of \$597,976.58; payroll vouchers 250203001 - 250203012 in the amount of \$489,186.66 and electronic payroll in the amount of \$3,209,849.82; Capital expense vouchers 250202001 - 250202011 in the amount of \$995,556.94; and post-meeting payroll transactions in the amount of -\$376.41). Motion seconded by Commissioner McElligott and carried.

GUEST SPEAKER PRESENTATION: None

VISITOR COMMENTS:

Patience Taylor, President Local 3520, informed the Board that six members of Local 3520 attended a Legislative day and met with legislators in February. Local 3520 sponsored Easter Egg Hunts are coming up and they are hoping to add an additional event in the Tehaleh community.

BOND-2018:

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

Station 111: Final inspection of elevator is the last thing required before occupancy, inspection failed last week and is rescheduled for Feb. 19. Occupancy is expected immediately following the passed elevator inspection. Crews will begin responding from the new Station 111 on Thursday, Feb. 20.

Station 112: Contract signed. Waiting on a couple documents from the County regarding construction stormwater before issuing the notice to proceed.

Station 114: Preparing closeout documents for County. General contractor is finishing up landscaping. Requested final building inspection on Mar. 4 and site inspection on Mar. 6.

Station 117: Construction still moving at a good pace. Buffer area next to Station 117 lot cleared and incorporated into Firewise landscape. Projecting completion in April, a couple months ahead of schedule. Starting to prepare closeout documents.

CHIEF'S REPORT:

Monthly Chiefs Report: Reviewed the Chief's monthly report with the Board. Included in agenda packet. Chief Parkinson's report included: acknowledgement of the contributions of Phil Herrera and Commissioner Kroum in working with the elevator company to get the new Station 111 ready for occupancy; a lateral recruitment is underway to fill gap in positions due to reduction in firefighter academies; Chief Parkinson, Commissioner Evans, and Deputy Chief Gilbert attended Legislative Day; Board workshop is scheduled for April, Board should forward any topics for agenda to Chair Napier; Recruit graduation is this Friday; Sale of heart rate monitors is complete, Chief noted the work of Lt. Berry and the EMS Division in ensuring the District received the price promised for the monitors; and Violent crimes using stolen fire equipment are on the rise, Chief has been in contact with local law enforcement agencies requesting they monitor activity around apparatus and equipment on calls when possible.

Monthly Deputy Chiefs Reports: Included in agenda packet. Deputy Chief Gilbert answered questions regarding the deployment of crews to California fires, reporting that crews have returned after being extended to the maximum deployment time.

Monthly Injury Report: Update provided in agenda packet.

COMMISSIONER CONFERENCE/COMMITTEE REPORTS:

Planning Committee: Commissioner Wernet gave a brief overview of 2/7 Planning Committee meeting notes provided in agenda packet.

RESOLUTIONS:

Resolution 1078 -2025 Budget Amendment and Exhibit A: Chief Parkinson presented to the Board Resolution 1078 requesting an amendment to the 2025 Budget as described in Exhibit A. Commissioner Egan moved to adopt Resolution 1078 for the approval of the 2025 Budget Amendment for East Pierce Fire & Rescue. The motion was seconded by Commissioner McElligott and carried.

Resolution 1078 – Surplus Vehicles and Misc. Equipment (Exhibits A and B): Chief Parkinson presented to the Board Resolution 1079 requesting the surplus of the items listed on Exhibit A and Exhibit B including miscellaneous EMS equipment, three vehicles (Asset numbers 123, 422, and 421), miscellaneous logistics equipment, and bunker gear that are no longer of use to the District. Commissioner Wernet moved to approve Resolution 1079, the surplus of three vehicles, miscellaneous EMS and Logistics equipment, and bunker gear as detailed in Exhibits A and B and to dispose of, donate, sell, or recycle at the discretion of the Fire Chief. The motion was seconded by Commissioner Kroum and carried.

NEW BUSINESS:

Acceptance of completed construction for Station 118: Finance Director Hollon presented to the Board a request to accept the completion of the Station 118 construction project. The project and all state reporting requirements are complete. Commissioner Egan moved to accept the completion of the Station 118 build. The motion was seconded by Commissioner Garling and carried.

2024 Financial Report: Finance Director Hollon gave an overview of the final 2024 financial data included in agenda packet. No action taken, information only.

Warehouse Lease – Peak 410: Chief Parkinson presented to the Board a request to authorize the Fire Chief to enter into a lease for warehouse lease for the purpose of relocating and consolidating vehicle maintenance and warehouse supply storage and distribution. The planning committee supports this project. Commissioner Egan moved to authorize the Fire Chief to enter into a 62-month lease agreement with the Peak 410 development for up to 30,000 square feet of warehouse space. The motion was seconded by Commissioner Wernet and carried.

UNFINISHED BUSINESS: None

COMMISSIONER TRAINING/EVENT REQUESTS:

PDC Reminder (April 15th): District Secretary Corina Byerley reminded Board that PDC filing is due by April 15th.

PC Elections Candidate Filing (May 5-9): District Secretary Corina Byerley reminded the Board members up for election this year that the PC Elections candidate filing week is May 5-9.

WFCA Spring Series Saturday Seminar (Chelan, June 7th): District Secretary Corina Byerley provided information regarding the Saturday Seminar on June 7th in Chelan and requested any Board members interested in attending express their interest by 3/31 so there is adequate time to get them registered.

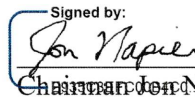
EXECUTIVE SESSION: None

COMMISSIONER ACTION/DISCUSSION: None

ADJOURN

There being no further business to come before the Board, the meeting was adjourned at 8:08 p.m.


District Secretary Corina Byerley

Signed by:

Chairman Jon Napier/Vice-Chair Ed Egan