

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

September 21, 2021

A regular meeting of the Board of Commissioners of East Pierce Fire and Rescue was held on September 21, 2021 via conference/video call through Ring Central. Notice and link to join meeting was posted for public access. Chairman Jon Napier called the meeting to order at 7:00 p.m. Present by roll call were Commissioners Mike Cathey, Kevin Garling, Randy Kroum, Cynthia Wernet, Pat McElligott, Ed Egan, Fire Chief Parkinson, Deputy Chief Mack and District Secretary Michelle Hollon.

Chairman Napier welcomed those participating in the meeting via conference/video call: Asst. Chief Stabenfeldt, Asst. Chief King, Asst. Chief McCallion, Asst. Chief Moore, B. Paradis (Local 3520), Brian (Berk)

Audience: None

Honors and Recognitions: None

Approval of Agenda:

District Secretary M. Hollon advised the Board of a change in the August draft minutes. Correction was made to Commissioner Wernet's comment under New Business – Fireworks, changed to “not in support of fireworks ban except for emergency situations”. Commissioner McElligott moved to approve the agenda with said changes. The motion was seconded by Commissioner Egan and carried.

Consent Agenda. Motion: Commissioner Cathey moved to approve the Consent Agenda (minutes of the August 17th Regular meeting; Treasurer's Report; August post-meeting Voucher 210804001 in the amount of \$21,238.12; current expense vouchers 210902001-210902074 in the amount of \$576,560.78; payroll vouchers 210901001-210901011 in the amount of \$365,348.72; electronic payroll in the amount of \$2,125,544.97; Capital expense vouchers 210903001-210903009 in the amount of \$153,420.06; Financial Waiver for transport account 131448957 in the amount of \$125.12). Motion seconded by Commissioner Garling and carried.

VISITOR COMMENTS: B. Paradis addressed the Board regarding the state mandate for covid vaccinations. He thanked the Board for their support and commented that Chief Parkinson has been a great leader and appreciates the direction he is taking the department.

The Board relayed to B. Paradis that they appreciate the local and everything they do.

RESOLUTIONS:

Resolution 954 – Cancel of Warrants: District Secretary M. Hollon presented to the Board Resolution 954 requesting cancellation of a warrant. WSCFF-MERP was issued a check in the amount of \$28,576.24 for services but was issued in the wrong amount, check was not mailed and destroyed. A new warrant was requested in the correct amount. Per RCW 39.56.040 calls for cancellation of warrants by passage of a resolution by governing body. Commissioner Kroum moved to adopt Resolution 954 cancelling warrant 1605078 in the total amount of \$28,576.24 payable to WSCFF-MERP. The motion was seconded by Commissioner Egan and carried.

Resolution 955 – Transfer of Funds: District Secretary M. Hollon presented to the Board Resolution 955 requesting the transfer of funds from the Reserve Fund to the General Fund for the payment of fencing around the stations and for the purchase of a shuttle bus approved in the 2021 budget in the total amount of \$154,090.00. In addition to the transfer of funds from General Fund to Reserve Fund for the payment received from Nash Cascadia for mitigation fees and payment received from the GEMT program in the total amount of \$1,000,514.00. Commissioner Cathey moved to adopt Resolution 955-Transferring funds from the Reserve Fund to the General Fund in the amount of \$154,090.00 and from the General

Fund to the Reserve Fund in the amount of \$1,000,514.00. The motion was seconded by Commissioner Kroum and carried.

Resolution 956 – Surplus Asset 227: Assistant Chief Moore requested approval from the Board to surplus one 2001 Pierce Dash Engine. The engine is 19 years old and is the oldest engine in the fleet and has exceeded its serviceable life as a 2nd tier response emergency vehicle. The engine will be sent to Elhi's Auction House to be sold to the highest bidder. Commissioner Garling moved to adopt Resolution 956 to authorize the surplus of one 2001 Pierce Dash Engine Asset 227, VIN # 4P1CT02511A001910. The motion was seconded by Commissioner McElligott and carried.

Resolution 957 – Surplus Misc. IT equipment: Assistant Chief Moore requested approval from the Board to surplus Misc. IT equipment listed on Appendix A. Items are damaged beyond cost effective to repair or placed out of service for meeting expiration date criteria. The items no longer fit our needs, staff recommends the equipment be disposed of, sold, or donated at the discretion of the Fire Chief. Commissioner Wernet moved to adopt Resolution 957 the surplus of miscellaneous information systems equipment and to dispose of, donate, sell, or recycle at the discretion of the Fire Chief. The motion was seconded by Commissioner Garling and carried.

COMMISSIONER CONFERENCE REPORTS/COMMITTEE REPORTS:

Station Design Executive Committee: Chief Parkinson reported to move up Station 117 up on the list to the 4th Station and move Station 112 to 5th on the list. Also, will be looking into having a meeting room for Station 117. Project Manager Phil Herrera reported the status of Station 114-working through details of the design, working committee meeting will be scheduled, drawings will go to Committee next week. Station 118-Demo started. The Board agreed to change the order of Station 117 and Station 112.

NEW BUSINESS:

Edgewood ILA: Chief Parkinson presented to the Board an Interlocal Agreement between East Pierce Fire & Rescue and City of Edgewood for Fire Inspection Services. The ILA will give East Pierce Fire & Rescue to authority to begin conducting annual fire & life safety inspections within the City of Edgewood. Commissioner Cathey moved to approve the Annual Fire & Life Safety Inspection Interlocal Agreement between East Pierce Fire & Rescue and the City of Edgewood. The motion was seconded by Commissioner Egan and carried.

Interlocal Agreement with West Pierce: Assistant Chief Moore requested from the Board to enter into an Interlocal Agreement with West Pierce Fire & Rescue to piggyback on a procurement purchase of new medic units with Braun NW as part of the 2022 Budget. Due to the pandemic many microchip manufacturers were forced to halt production which is creating significant production slowdowns. Due to these slowdowns the manufacturers Ford, Chevy and Dodge are shutting down production causing a year or more delay in receiving vehicles. If we commit to the purchase of 3 medic units in 2022 now, we will be able to receive new units in 2022 otherwise no units will be available till possibly sometime in 2023. This has been approved by the District Attorney, Eric Quinn. After discussion the following motion was made: Commissioner Egan moved to approve and authorize the Fire Chief to sign an Interlocal Agreement with West Pierce Fire & Rescue to purchase three Braun NW 2021 Dodge 4500 4x4 medic units as part of the 2022 budget and waive competitive bid requirements. The motion was seconded by Commissioner Garling and carried.

MOU for EMS Physician Stephen Barnhart: Assistant Chief McCallion discussed with the Board an MOU to the current agreement between East Pierce Fire & Rescue and Dr. Stephen Barnhart. Dr. Barnhart serves as the EMS Physician for East Pierce Fire & Rescue and Graham Fire & Rescue. Given the nature of his EMS services to the department, it is recommended to have EMS insurance. Assistant Chief McCallion researched many other fire districts and is proposing to the Board that the District reimburse Dr. Barnhart for 50% of his liability insurance coverage for serving as the EPFR Medical Advisor. The other 50% will be paid for by Graham Fire & Rescue. After discussion the following motion was made: Commissioner Garling moved to approve the MOU presented for the Personal Service Contract between East Pierce Fire & Rescue and Dr. Stephen W. Barnhart. The motion was seconded by Commissioner McElligott and carried.

UNFINISHED BUSINESS:

Strategic Plan: Chief Parkinson presented the Strategic Plan to the Board produced by Berk Consulting. Brian from Berk Consulting gave an overview of the process in producing the Strategic Plan. Chief Parkinson gave an overview of the data listed in the Strategic Plan. Commissioner McElligott noted that he would like to have a retreat in the Spring of 2022 for more discussion. After discussion the following motion was made: Commissioner Garling moved to approve the East Pierce Fire & Rescue Strategic Plan as presented. The motion was seconded by Commissioner Wernet and carried.

BOND-2018:

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

Station 118: Demo started, is expected to be complete by the end of week. Site will begin next week.

Station 111: Moving forward, 3rd round of corrections with the City of Bonney Lake. Will be going out to bid September 28th, with a closing of November 9th.

Station 112: Reviewing potential other sites.

Station 114: Working through details of the design, working committee meeting will be scheduled, drawings will go to Committee next week.

Station 124: no updates

Station 117: Site size is about the same size at 118 or 114. For design-considering firewise type landscaping with an outdoor seating area.

COMMISSIONER TRAINING/EVENT REQUESTS:

COMMISSIONER CONFERENCE REPORTS/COMMITTEE REPORTS:

CHIEF'S REPORT

Monthly Chiefs Report: Reviewed the Chief's monthly report with the Board. Included in agenda packet

Monthly Stats: Call volume and fire incidents that occurred in the month were reviewed.

Divisional Reports: None

COMMISSIONER ACTION/DISCUSSION:

Scheduled Finance Committee – in person meeting October 11, 9:00 am

EXECUTIVE SESSION: Chairman Napier called for an executive session per RCW 42.30.140 Collective Bargaining Agreement Discussion at 9:12 p.m. for 5 minutes.


Meeting reconvened at 9:17 p.m. No actions were taken.

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 9:23 P.M.



District Secretary Michelle Hollon



Jon Napier (Nov 23, 2021 19:34 PST)
Chairman Jon Napier/Vice-Chair Egan