

Chief
James R. Bixler

Assistant Chief
Jay Wiggins

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Commissioners:

Colleen M. Adler
David Albertson
Gordon S. Babo

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12207 Lake Josephine Blvd | Anderson Island, WA 98303

MINUTES OF OCTOBER 3, 2023 REGULAR BOARD OF FIRE COMMISSIONERS MEETING

The regular meeting of the Pierce County Fire Protection District No. 27 Board of Fire Commissioners was held at 12207 Lake Josephine Blvd., Anderson Island, Washington. Board Chair Colleen M. Adler called the meeting to order at 3:00 p.m. Commissioner Gordon S. Babo, Chief James R. Bixler, Assistant Chief (A/C) Jay Wiggins, and Administrative Assistant (A/A) Elizabeth Vickstein attended. Also in attendance: Capt. Jeff Hayes, Firefighter (FF) Aidan Bibby, and FF Aiden Manning. Excused: Commissioner David Albertson.

READING AND APPROVAL OF MINUTES

The minutes of September 19, 2023, Regular Board Meeting were presented. Commissioner Babo made a motion to accept the minutes as written. Commissioner Adler seconded. Motion passed.

REPORTS OF OFFICERS & BOARDS

SECRETARY'S REPORT

Secretary to the Board reported on correspondence received from the Washington Fire Commissioners Association regarding a five-year rate adjustment in commissioner per diem compensation, which will be effective January 1, 2024. The Secretary also shared that NW Fire Blog featured a Recruit Academy update that was posted to Anderson Island Fire/Rescue's Facebook page.

REVIEW OF RESOLUTIONS

Resolution #2023-42 Volunteer Reimbursement Q3 2023 for vouchers #27230510 – #27230538 in the amount of \$12,069.08 was available for review and discussion. After review and discussion, Commissioner Babo made a motion to approve. Commissioner Adler seconded. Motion passed.

Resolution #2023-43 Payroll & Expense vouchers #27230539 – #27230562 in the amount of \$30,448.55 was available for review and discussion. After review and discussion, Commissioner Babo made a motion to approve. Commissioner Adler seconded. Motion passed.

Resolution #2023-43 Transfer from Reserve Fund to Current Expense Fund in the amount of \$43,000.00 was available for review and discussion. After review and discussion, Commissioner Babo made a motion to approve. Commissioner Adler seconded. Motion passed.

CHIEF'S REPORT

2024 Budget: Chief Bixler reported he has scheduled staff meetings next week to discuss 2024's budget and future needs for the District, as ASM Wheeler is currently attending the Washington Fire Administrative Support Conference. The District will determine the budget discussion schedule at the next Board meeting.

Personnel Discussion: Board Chair Adler suggested the consideration of a firefighter wage for Capt. Hayes and Capt. Reynolds to replace the current compensation model of regular hours and points for call responses. During review, Chief introduced discussion regarding overtime vs. compensation at time-and-a-half.

Resident Program: Chief proposed that the reimbursement for Resident Firefighters should be increased. Board Chair Adler requested a review of the residence policy. Review and discussion followed. After much consideration, Chief stated that he and other District officers have determined that the best use for the resident quarters would be to maintain resident occupancy at two firefighters and reserve a room for outside instructors. Commissioners affirmed that decision. Chief reported that Firefighters Bibby and Manning are assets to the District, often working beyond the mandatory hours required by the Resident Program.

PC Sheriff Correspondence: A letter to the Pierce County Sheriff has been drafted and is being reviewed.

TRAINING OFFICER REPORT

A/C Wiggins provided an update on personnel training and reported that the Recruit Academy program is currently in progress with additional classes being conducted during regular Tuesday drills. Planning for community CPR classes is underway. Capt. Reynolds and Lt. Parker are currently attending the National Fire Academy class, “Characteristics of Leadership.” An officer with the local United States Coast Guard district will be leading marine training for the District during October. A/C Wiggins is also currently speaking with Howard Scartozzi at the Fire Training Academy regarding future training opportunities.

Board Chair Adler inquired whether District firefighter residents are receiving specific training. A/C Wiggins reported that resident Firefighters Bibby and Manning are being trained in regular firehouse operations throughout the week as well as attending Recruit Academy and marine training. A/C Wiggins also confirmed that the District is working to become certified to conduct Firefighter 1 training. Chief reported that local districts have posted open positions for new firefighters that do not require Firefighter 1 certification.

UNFINISHED BUSINESS

Capital Building Project: A/C Wiggins reported no update.

NEW BUSINESS

Film Screening: Board Chair Adler commented that she is looking forward to the screening of “Odd Hours, No Pay, Cool Hat.” A/A Vickstein shared that it is a documentary sponsored by the National Volunteer Fire Council (NVFC) and John Deere. Anderson Island Fire/Rescue, in collaboration with the Anderson Island Film Festival, is hosting a free screening of this movie for the community at the Anderson Island Archival Building on Friday, October 6. District members have been encouraged to attend, and A/C Wiggins will be representing the District at a Q&A session following the film.

PUBLIC INPUT

None.

2023 BOARD MEETING SCHEDULE

Oct 17, 2023	3:00 PM
Nov 7, 2023	3:00 PM
Nov 21, 2023	3:00 PM
Dec 4, 2023	3:00 PM ~ <i>Monday</i>
Dec 19, 2023	3:00 PM

October 3, 2023

Page 2 of 3

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2024 BOARD MEETING SCHEDULE

Jan 2, 2024	3:00 PM
Jan 16, 2024	3:00 PM
Feb 6, 2024	3:00 PM
Feb 20, 2024	3:00 PM
Mar 5, 2024	3:00 PM
Mar 19, 2024	3:00 PM
Apr 2, 2024	3:00 PM
Apr 16, 2024	3:00 PM
May 7, 2024	3:00 PM
May 21, 2024	3:00 PM
Jun 4, 2024	3:00 PM
Jun 18, 2024	3:00 PM

ADJOURN

There being no further business for discussion, the meeting adjourned at 3:37 p.m.

APPROVED:

ATTEST:

Colleen M. Adler, Board Chair

David Albertson, Commissioner

Gordon S. Babo, Commissioner

James R. Bixler, Secretary to the Board