

Chief
James R. Bixler

Assistant Chief
Jay Wiggins



Commissioners:

Colleen M. Adler
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MINUTES OF MAY 2, 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 David Albertson, Commissioner Gordon S. Babo, Chief James R. Bixler, Administrative Assistant (A/A) Elizabeth Vickstein, and Admin Services Manager (A/M) Ramona Wheeler attended. Also in attendance: Capt. Arron Reynolds, Lt. Al Parker and Firefighter Aidan Bibby. Excused: Assistant Chief (A/C) Jay Wiggins.

READING AND APPROVAL OF MINUTES

The minutes of April 18, 2023 Regular Board Meeting were presented. Commissioner Babo made a motion to accept the minutes as written. Commissioner Albertson seconded. Motion passed.

REPORTS OF OFFICERS & BOARDS

SECRETARY'S REPORT

No correspondence.

REVIEW OF RESOLUTIONS

Resolution #2023-23 Payroll & Expense vouchers #27230249– #27230273 in the amount of \$34,516.27 was available for review and discussion. After review and discussion, Commissioner Babo made a motion to approve. Commissioner Albertson seconded. Motion passed.

Resolution #2023-24 Fire Levy Lid Lift was available for review and discussion. After review and discussion, Commissioner Adler made a motion to approve. Commissioner Albertson seconded. Motion passed.

Resolution #2023-25 EMS Levy Lid Lift was available for review and discussion. After review and discussion, Commissioner Albertson made a motion to approve. Commissioner Babo seconded. Motion passed.

Resolution #2023-26 Transfer from Current Expense Fund to Reserve Fund in the amount of \$90,000.00 was available for review and discussion. After review and discussion, Commissioner Babo made a motion to approve. Commissioner Albertson seconded. Motion passed.

CHIEF'S REPORT

Levy Lid Lift: Chief Bixler reported that members of the Anderson Island Firefighters Association will be submitting a "For" statements in support of the Fire and EMS levy lid lifts. The District is not required to solicit for an "Against" statement committee.

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CA _____

DA _____

GB _____

Staffing: A/C Wiggins has been out-of-office to assist with the recovery of a family member. Capt. Reynolds and Lt. Mark Haugh attended the FDIC International Firefighter Conference in Indiana. Capt. Hayes will be off island this weekend.

Facility Updates: The Cascade air system has been relocated to the garage. A decontamination station will be implemented in the garage as well. The ice machine is in service and will be available for the Pancake Breakfast and other station needs.

Grievance Complaint: The reported grievance between personnel has been addressed and resolved. Capt. Reynolds has identified a form to document any future personnel issues.

TRAINING OFFICER REPORT

Capt. Reynolds provided a brief report on his time at FDIC. He attended courses in EMS training, leadership and succession planning. He plans to implement new educational aids identified while there.

Chief Bixler shared with the Board that Capt. Reynolds will be attending ICS-400 classes next week. On May 18, five of our members will be attending the Washington State Fire Fighters’ Association Annual Fire School.

Our Annual Pancake Breakfast will be taking place on May 28, 2023. Commissioners stated they will again make themselves available to assist at a table.

UNFINISHED BUSINESS

Capital Building Project: No update.

Insurance Review: Chief spoke to a representative of Nicholson Insurance. The representative stated that in order to provide an accurate quote, registration information for the District vehicles must be submitted.

Radio Communications: Board Chair Adler shared an email exchange with Mark Mears, South Sound 911 Deputy Director of Operations. Mr. Mears spoke with Tim Hannah, South Sound 911 Assistant Director in efforts to set up an in-person visit or a Zoom meeting. Zoom software should be installed on the commissioners’ laptops.

Long Range Plan Checklist: The commissioners requested the creation of a checklist document to keep long range planning in line with expectations.

NEW BUSINESS

None.

PUBLIC INPUT

None.

2023 BOARD MEETING SCHEDULE

May 16, 2023	3:00 PM
Jun 6, 2023	3:00 PM
Jun 20, 2023	3:00 PM
Jul 3, 2023	3:00 PM ~ <i>Monday</i>
Jul 18, 2023	3:00 PM
Aug 1, 2023	3:00 PM
Aug 15, 2023	3:00 PM

Sep 5, 2023 3:00 PM
Sep 19, 2023 3:00 PM
Oct 3, 2023 3:00 PM
Oct 17, 2023 3:00 PM
Nov 7, 2023 3:00 PM
Nov 21, 2023 3:00 PM
Dec 4, 2023 3:00 PM ~ *Monday*
Dec 19, 2023 3:00 PM

ADJOURN

There being no further business for discussion, the meeting adjourned at 3:40 p.m.

APPROVED:

ATTEST:

Colleen M. Adler, Board Chair

David Albertson, Commissioner

Gordon S. Babo, Commissioner

James R. Bixler, Secretary to the Board