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**MINUTES OF OCTOBER 4, 2022  
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. Chair Dale Porterfield called the meeting to order at 3:00 p.m. Commissioner Colleen Adler, Commissioner David Albertson, Chief James R. Bixler, Assistant Chief (A/C) Jay Wiggins, and Administrative Assistant (A/A) Ramona Wheeler attended. Also in attendance: Capt. Arron Reynolds, Capt. Jeff Hayes, firefighters D.B. Rice and Al Parker, and community residents Laura Worley, Andrew Prisco, and Gordon Babo.

**READING AND APPROVAL OF MINUTES**

The minutes of September 20, 2022, Regular Board Meeting were presented. Commissioner Adler made a motion to accept the minutes as written. Commissioner Albertson seconded. Motion passed.

The minutes of September 27, 2022, Special Board Meeting were presented. Commissioner Adler made a motion to accept the minutes as written. Commissioner Albertson seconded. Motion passed.

**INTERIM COMMISSIONER – POSITION #2**

**CANDIDATE CONSIDERATION**

The District has received a letter of resignation from Commissioner Porterfield, which officially concludes his more than 10 years of service on our Board of Fire Commissioners. The Board acknowledged his intent to officially step down as of tomorrow (October 5) and thanked Commissioner Porterfield for his time and commitment on the Board and for his prior years of service as a District officer and firefighter.

Commissioner Adler then opened discussion with review of the three candidates who have submitted letters of intent regarding their willingness to serve as interim commissioner, for the remaining term. Commissioner Adler invited candidates Laura Worley, Andrew Prisco, and Gordon Babo to provide a recap of their backgrounds and prior experience that would contribute to the governing role of District commissioner.

**EXECUTIVE SESSION**

Chair Porterfield called an executive session at 3:16 p.m. for 30 minutes, indicating the closed session would end by 3:46 p.m. The stated purpose of the executive session was to consider the qualifications of applicants for potential appointment as interim commissioner for Position #2, which is the elective office currently open on the District's Board. Chair Porterfield ended the executive session at 3:44 p.m. and called the open session portion of the Board meeting back to order. No decision was made during the executive session.

2022 Family Picnic: In addition, the Anderson Island Firefighters Association is planning to host a picnic for firefighters and their families on Saturday, October 22, at the fire station, and commissioners are invited.

Personnel Training: A/C Wiggins commented that the District's regularly scheduled volunteer training program continues. In addition, A/C Wiggins reported that we are still working with Pierce County's EMS Director Norma Pancake to finalize certification for Capt. Megan Arzola to teach our next EMT class, which Ms. Pancake has tentatively agreed to help teach. In November, we plan to send a few dedicated volunteers to attend Captain's College training at the Washington Fire Chief's Fall Workshops in Wenatchee.

**UNFINISHED BUSINESS**

Capital Building Project: A/C Wiggins gave a brief update that final billings are still pending and commented that he will reach out again this week for invoices from the contractor and the architect.

Emergency Plan: Capt. Reynolds presented a status report and mentioned he is on the docket to speak with the Anderson Island Historical Society on the feasibility of staging emergency medical triage at their facility in the event of a large-scale disaster. He is also scheduled to meet with EMS Director Norma Pancake to discuss the County's portion of our emergency plan. In addition, Capt. Reynolds has been attending Amateur Radio Club meetings on island and reported the group is looking forward to working with the District on a coordinated emergency response approach. Chief requested that Capt. Reynolds invite the group to do their periodic radio checks on campus at the station. Commissioner Adler inquired about the portion of the emergency plan that outlines procedures in the event District chiefs are not available in a catastrophe and stated she would like to see the inhouse document soon.

Fuel Storage Tank: Chief gave a brief update on activation of the fuel storage tank and mentioned that we are waiting on the electrician.

Insurance Review: Chief stated the insurance review is on hold.

Radio Communications: Chief recapped efforts to sync schedules with South Sound 911 leadership who have been invited to join us for a meeting. Once we are through our Board transition, Chief will reach out to coordinate an appointment.

Residency Program: Chief reported that the District is ready to move forward and implement the residency program. Commissioner Adler stated that the Board needs to see some criteria for participation in the program, and Chief agreed.

Tax Levy Messaging: Chief stated that some research is underway regarding feasible messaging to better inform the public about statutory levy rate limits and associated service impacts to our community.

**NEW BUSINESS**

**BOARD CHAIR NOMINATION**

In response to his resignation, Commissioner Porterfield nominated Commissioner Adler to serve as the new Chair of the Board of Fire Commissioners for Anderson Island Fire/Rescue, Pierce County Fire Protection District No. 27. Commissioner Albertson seconded the motion to signal endorsement that all were in favor. Commissioner Adler accepted the nomination and agreed to serve as Board Chair for the remainder of the year.

**PUBLIC INPUT**

None.