

Chief
James R. Bixler

Assistant Chief
Jay Wiggins



Commissioners:
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**MINUTES OF APRIL 7, 2020
REGULAR BOARD OF FIRE COMMISSIONERS MEETING**

The regular meeting of the Pierce County Fire Protection District No. 27 Board of Fire Commissioners was held for Anderson Island Fire/Rescue, based at 12207 Lake Josephine Blvd., Anderson Island, Washington, with commissioners joining via remote attendance technology, in compliance with Washington Governor's Proclamation (March 24, 2020) and response to COVID-19. Commissioner Dale Porterfield called the meeting to order at 3:00 p.m. Commissioner Colleen Adler, Commissioner David Albertson, Chief Jim Bixler, Assistant Chief (A/C) Jay Wiggins, and Administrative Assistant (A/A) Ramona Wheeler attended via the same technology. Also in attendance: Capt. Jeff Hayes.

READING AND APPROVAL OF MINUTES

The minutes of March 17, 2020, Regular Board Meeting were reviewed. Commissioner Albertson made a motion to accept the Minutes as written. Commissioner Adler seconded. Motion passed.

REPORTS OF OFFICERS & BOARDS

SECRETARY'S REPORT

No correspondence.

REVIEW OF RESOLUTIONS

Resolution #2020-14 Volunteer 2020 Q1 Reimbursement vouchers #27200147 – #27200167 in the amount of \$10,597.16 was available for review and discussion. After review and discussion, Commissioner Albertson made a motion to approve. Commissioner Adler seconded. Motion passed.

Resolution #2020-15 Payroll & Expense vouchers #27200168 – #27200195 in the amount of \$28,627.72 was available for review and discussion. After review and discussion, Commissioner Albertson made a motion to approve. Commissioner Adler seconded. Motion passed.

Resolution #2020-16 Transfer from Reserve for Moorage Project voucher #27200191 in the amount of \$1,260.50 was available for review and discussion. After review and discussion, Commissioner Adler made a motion to approve. Commissioner Albertson seconded. Motion passed.

Resolution #2020-17 Authorizing the District to appoint an Auditing Officer. After review and discussion, Commissioner Adler made a motion to approve. Commissioner Albertson seconded. Motion passed.

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Resolution #2020-18 Appointment of Auditing Officer. After review and discussion, Commissioner Adler made a motion to approve. Commissioner Albertson seconded. Motion passed.

CHIEF'S REPORT

Structure Fires: Chief Bixler provided an update on our follow up to the two island structure fires. We have completed formal reports for each fire and are awaiting information from fire investigation authorities on cause. Chief sent letters of appreciation to West Pierce Fire & Rescue, Pierce County Ferry Administration, and the Tanner Electric board of directors, thanking each respective organization for the assistance they provided to aid Anderson Island Fire/Rescue in safely suppressing those fires.

M27 Engine Repairs: Chief reported on efforts to bring Marine 27 back into service. We currently have Marine 279, the District's second-out boat, in the water and have been using it to transport patients. Chief presented information on an offer from Mercury to dramatically discount the cost on two new motors for M27. According to our Mercury rep, they will ship and install the new motors at no charge. After review and discussion, commissioners unanimously agreed to accept the offer for the new motors.

COVID-19: Chief informed the Board that fire personnel continue to follow Emergency Medical Services protocols as established by the CDC in response to the COVID-19 pandemic.

TRAINING OFFICER REPORT

A/C Wiggins reported to the Board that we were able to conduct our most recent EMS review meeting and OTEP training through remote attendance technology. This approach proved to be a viable method for ongoing volunteer training, and we will use it again tonight for scheduled fire suppression training.

UNFINISHED BUSINESS

In accordance with the current executive order prohibiting in-person public meetings, the Board of Fire Commissioners for Anderson Island Fire/Rescue has proactively restricted meetings to address only matters that are "necessary and routine or are matters necessary to respond to the COVID-19 outbreak and the current public health emergency." As a consequence, some Unfinished Business items have been tabled by the Board chair, until such time that normal and regular Board meetings can resume.

Capital Building Project: A/C Wiggins reported that the architect is preparing an outline on steps that will get the project back on track to move forward and what that will cost the District.

Future Boat Moorage: The Board agreed to table the moorage project until further notice.

Park & Recreation: The Board agreed to table discussion with the Park & Recreation District board until further notice.

Website Redesign: A/A Wheeler provided an update on the recent teleconference with Thomas Van Nuys. We have selected a template in the Wix website builder designs that will best meet our needs for the District's online presence, offering some key functionality that should help to automate required

public notifications. The District’s existing website is built on an older, unsupported platform that is obsolete, and we can no longer edit it to post timely reporting information. We will continue to move forward with this project and keep the Board apprised of our progress, as Mr. Van Nuys begins working with the selected layout to create the new website shell.

Department of Natural Resources: The Board agreed to table reporting on the DNR project until further notice.

NEW BUSINESS

None.

PUBLIC INPUT

None.

2020 BOARD MEETING SCHEDULE

Apr 21, 2020	3:00 PM
May 5, 2020	3:00 PM
May 19, 2020	3:00 PM
Jun 2, 2020	3:00 PM
Jun 16, 2020	3:00 PM
Jul 7, 2020	3:00 PM
Jul 21, 2020	3:00 PM
Aug 4, 2020	3:00 PM
Aug 18, 2020	3:00 PM

ADJOURN

There being no further business for discussion, the meeting adjourned at 3:45 p.m.

APPROVED:

Colleen Adler, Commissioner

David Albertson, Commissioner

Dale Porterfield, Commissioner

ATTEST:

James R. Bixler, Secretary to the Board