

Chief
James R. Bixler

Assistant Chief
Jay Wiggins



Commissioners:
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MINUTES OF JANUARY 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 at 12207 Lake Josephine Blvd., Anderson Island, Washington. 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. Also in attendance: Captains Jeff Hayes and Arron Reynolds.

READING AND APPROVAL OF MINUTES

The minutes of December 17, 2019, Regular Board Meeting were presented. Commissioner Adler 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 #2019-46 Expense & Payroll vouchers #2719554 – #27190559 in the amount of \$3,483.65 was available for review and discussion. After review and discussion, Commissioner Adler made a motion to approve. Commissioner Albertson seconded. Motion passed.

Resolution #2020-01 Expense & Payroll vouchers #27200001 – #27200022 in the amount of \$27,097.42 was available for review and discussion. After review and discussion, Commissioner Albertson made a motion to approve. Commissioner Adler seconded. Motion passed.

CHIEF'S REPORT

Pierce County EMS completed an inspection on District aid vehicles during January. One action item identified during the review was the newly implemented requirement to carry a CPAP machine onboard all ambulances. We are looking into the most cost-effective option for two CPAP machines.

TRAINING OFFICER REPORT

A/C Wiggins reported that we have two individuals who have expressed interest in joining our volunteer team and have submitted applications. We anticipate them attending tonight's drill. The District is looking to recruit additional personnel to our ranks during 2020, and we are planning a recruit class this coming spring.

January 7, 2020

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CA _____
DA _____
DP _____

UNFINISHED BUSINESS

Capital Building Project: A/C Wiggins provided an update. All specifications and project plans are completed and are now available at the plan center as well as via an online link. The announcement and call for bids has been posted to The News Tribune, and we have a walk-through for contractors scheduled for Thursday, January 9. We anticipate that we will have bids for review at the Board Meeting scheduled for February 4.

Engine 279 Pump Repair: A/C Wiggins reported that work on the pump and transmission have been completed, and Engine 279 back at our fire station and is currently operational. However, the valves still need to be replaced and Hughes Equipment is awaiting parts. Once the valves come in, they will come to the island and complete final repairs onsite.

Future Boat Moorage: No report.

EMS Transport Billing: In December, A/C Wiggins spoke with System Design, located in Poulsbo. They requested that we make an appointment in 2020. We will be scheduling time to meet with potential vendors.

PR/Communications: No report.

Park & Recreation: Chief indicated that he is working with the group toward arrangements to have one of their board members attend a District Board meeting in the near future.

Department of Natural Resources: Chief mentioned that he has received a couple of email updates and the DNR effort is still working its way through the legislative process.

Website Redesign: Nothing to report.

Proposed Payroll Policy: Commissioner Adler opened a brief discussion on the proposed Payroll Policy. After review and discussion, Commissioner Adler moved to approve the new policy. Albertson seconded. Motion passed. Commissioner Porterfield stated that the Payroll Policy will be moved out of the current draft format and signed into effect at the next Board meeting.

2008 Surplus Suburban: Sale of the District's surplussed 2008 Chevrolet Suburban has been finalized, and the District filed the appropriate documentation and Bill of Sale with the Washington State Department of Licensing.

NEW BUSINESS

Commissioner Adler proposed a vote to retain Commission Porterfield as Chairman of the District's Board. Commissioner Albertson seconded. Motioned passed; Commissioner Porterfield will continue to serve as Chairman.

PUBLIC INPUT

None.

2020 BOARD MEETING SCHEDULE

Jan 21, 2020	3:00 PM
Feb 4, 2020	3:00 PM
Feb 18, 2020	3:00 PM
Mar 3, 2020	3:00 PM
Mar 17, 2020	3:00 PM
Apr 7, 2020	3:00 PM
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
Sep 7, 2020	3:00 PM
Sep 21, 2020	3:00 PM

ADJOURN

There being no further business for discussion, the meeting adjourned at 4:05 p.m.

APPROVED:

ATTEST:

Colleen Adler, Commissioner

David Albertson, Commissioner

Dale Porterfield, Commissioner

James R. Bixler, Secretary to the Board