

Chief  
James R. Bixler

Assistant Chief  
Jay Wiggins



Commissioners:  
Colleen Adler  
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## MINUTES OF JUNE 1, 2021 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 all attendees joining via remote attendance technology in compliance with the extension of the Washington Governor's Proclamation and in response to COVID-19 business restrictions. 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 the meeting. Also in attendance: Capt. Arron Reynolds and Capt. Jeff Hayes.

### READING AND APPROVAL OF MINUTES

The minutes of May 18, 2021, Regular Board Meeting were presented. Commissioner Albertson 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 presented recent communication from the Washington Fire Commissioners Association, informing members of its decision to continue with remotely held meetings through the end of the month.

#### REVIEW OF RESOLUTIONS

Resolution #2021-25 Payroll & Expense vouchers #27210278 – #27210294 in the amount of \$17,246.10 was available for review and discussion. After review and discussion, Commissioner Adler made a motion to approve. Commissioner Albertson seconded. Motion passed.

#### CHIEF'S REPORT

Chief Bixler reported on District activities through the recent Memorial Holiday weekend and informed the Board that Marine 27 fireboat experienced some mechanical issues in one of its engines, during a patient transport to Steilacoom dock. The part is on order and delivery is expected sometime next week. While our first out fireboat is out of service, our second out, Marine 279, is in the water and ready for service.

#### TRAINING OFFICER REPORT

A/C Wiggins provided an update on the status of approvals for the six new EMTs who have successfully completed NREMT certification. Washington Fire Chiefs presented a recent online conference, which was attended by A/C Wiggins via remote technology. In addition, A/C Wiggins reported that officers have finalized our training schedule through the end of year. We are currently monitoring external opportunities to further

train District personnel, as training agencies ready to open their calendars for class registration in preparation of the lifting on business restrictions.

**UNFINISHED BUSINESS**

**Capital Building Project:** A/C Wiggins provided an update on the capital building construction and reported that the electrical inspector was on site today and gave approval on that portion of the project. The contractor can now move forward with insulating the garage, and the doors are on order. We are still awaiting County approval on the redesign of the sprinkler system for the residential living quarters.

**Emergency Plan:** Chief shared with the Board that Capt. Reynolds has been working to obtain updated information on existing emergency plans. Commissioner Adler and Capt. Reynolds are currently reviewing documents and exploring possible options, as part of their strategic planning for the project.

**Part-Time Administrative Assistant:** Chief provided an update, stating that a notice was publicly posted regarding the newly created part-time position. Six candidates have submitted applications for review and consideration. We plan to conduct panel interviews and finalize an offer in the next two weeks.

**Website Redesign:** Nothing new to report.

**NEW BUSINESS**

None.

**PUBLIC INPUT**

None.

**2021 BOARD MEETING SCHEDULE**

Jun 15, 2021	3:00 PM
Jul 6, 2021	3:00 PM
Jul 20, 2021	3:00 PM
Aug 3, 2021	3:00 PM

**ADJOURN**

There being no further business for discussion, the meeting adjourned at 3:50 p.m.

**APPROVED:**

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**Colleen Adler, Commissioner**

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**David Albertson, Commissioner**

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**Dale Porterfield, Commissioner**

**ATTEST:**

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**James R. Bixler, Secretary to the Board**