

Chief
James R. Bixler

Assistant Chief
Jay Wiggins



Commissioners:
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**MINUTES OF JUNE 16, 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 the extension of the Washington Governor’s Proclamation and in 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.

READING AND APPROVAL OF MINUTES

The minutes of June 2, 2020, Regular Board Meeting were presented. Commissioner Albertson made a motion to accept the minutes as corrected. Commissioner Adler seconded the motion. Motion passed.

REPORTS OF OFFICERS & BOARDS

SECRETARY’S REPORT

No correspondence.

REVIEW OF RESOLUTIONS

Resolution #2020-26 Payroll & Expense vouchers #27200263– #27200286 in the amount of \$23,918.97 was available for review and discussion. After review and discussion, Commissioner Albertson made a motion to approve. Commissioner Adler seconded. Motion passed.

Resolution #2020-27 Transfer from Current Expense to Reserve in the amount of \$54,000 was available for review and discussion. After review and discussion, Commissioner Adler made a motion to approve. Commissioner Albertson seconded. Motion passed.

FINANCIAL REPORT

The year-to-date 2020 financials for all funds was available for review through the month of May, which is comprised of the most recently closed District financials, as available through Pierce County’s online Workday Financial Access dashboard. Current cash balances for each fund are as follows, to include the Effective Cash Balance by fund as well as Investment Purchases managed by Pierce County.

DISTRICT FUND	CASH ON HAND	INVESTMENTS	TOTAL CASH BALANCE
Current Expense Fund	\$79,796.88	\$130,248.63	\$210,045.51
Reserve Fund	\$16,504.72	\$273,699.93	\$290,204.65
G.O. Fund	\$15,755.50	\$54,379.41	\$70,134.91
Capital Project Fund	\$2,366.94	\$779,453.76	\$781,820.70

CHIEF’S REPORT

Operations: Chief Bixler provided an update to the Board in which he reported that District call volumes are up, including some challenges that have presented when calls come in back-to-back. Chief also commented favorably on our two new Extra Hire staff and their respective assignment shifts and duties.

TRAINING OFFICER REPORT

A/C Wiggins provided an update on volunteer training as Pierce County moves into phase two of the Safe Start State Recovery Plan. We have resumed training at the station to better facilitate training interactions and hands-on activities for both fire skills and EMS first aid.

UNFINISHED BUSINESS

Capital Building Project: A/C Wiggins reported the District will not have to put in the drainage system design, which had contributed to higher cost projections. The engineer has made progress with Pierce County planning, despite challenges created by its staff’s work-from-home status. Reportedly, changes can be approved by the County through an addendum; no new permitting effort will be required. We continue to explore options to eliminate extraneous costs while still providing an adequate design to meet departmental requirements.

Future Boat Moorage: Chair Porterfield motioned for an Executive Session at 3:20 p.m. to discuss confidential acquisition planning for 25 minutes. No decision was made; Executive Session ended at 3:45 p.m.

Website Redesign: Nothing new to report; work continues as time allows.

NEW BUSINESS

None.

PUBLIC INPUT

None.

2020 BOARD MEETING SCHEDULE

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 4:30 p.m.

APPROVED:

ATTEST:

Colleen Adler, Commissioner

David Albertson, Commissioner

Dale Porterfield, Commissioner

James R. Bixler, Secretary to the Board