



PIERCE COUNTY FIRE COMMISSIONERS' ASSOCIATION

MINUTES February 28, 2019

Central Pierce Fire & Rescue – 17520 22nd Ave E, Tacoma

CALL TO ORDER – FLAG SALUTE

President O Harra Buttz called the meeting to order at 7:00 p.m. and led the flag salute.

WELCOME and THANK YOU TO HOST

President O Harra Buttz thanked Central Pierce for hosting tonight's meeting. Chief Karns welcomed everyone to Central Pierce. In the middle of going for levy lid lift failed one by 1.62%. Will be on the ballot again April 23rd. If you send any initiatives in, keep a close eye on it, there was a snafu with language. Not even close to what we had submitted, the Prosecutor's Office changed the wording. Attorney Quinn stated the person that had been doing the ballot titles had retired.

ROLL CALL – SELF-INTRODUCTIONS

Roll was taken with self-introductions, according to the sign-in sheet, 8 Districts were represented by 25 attendees made up of Commissioners, Chiefs, Secretaries and/or visitors.

PROGRAM – Pierce County Auditor Julie Anderson

Moved to later in the meeting as speaker is not here yet.

APPROVAL OF AGENDA

Commissioner Rankin moved and Commissioner Cathey seconded to approve the agenda as presented. MOTION CARRIED.

MINUTES OF January 24, 2019 MEETING and Treasurer's Report – See attached

It was moved by Commissioner Rankin and seconded by Commissioner Willis to approve the January 24, 2019 minutes and the Treasurer's Report (see attached copy on backside of Agenda) as presented. MOTION CARRIED.

SGT. AT ARMS – NAME BADGES

Commissioner Allison not present. President O'Harra Buttz collected money from those without badges.

CORRESPONDENCE

None.

REGULAR REPORTS:

a) Regional Representative Report – Gene Dobry

Not present. Commissioner Rankin reported the Health Insurance passed their audit. In the process of hiring a new auditor. Discussed Clearwater Resort for March 2nd training session. Will be there for the next 2 years, currently 75 people signed up. Nicer than Ocean Shores. March 16th in Spokane at Davenport Hotel there are only 22 people signed up, need 25 in order to hold the class. Chelan, June 1st has 150 people signed up so far. Last year there were 230 attendees. Discussed replacement of Sandy and Nora. Will be testing and hiring Sandy's job first and then Nora's a month later. Hope to have done by May.

PROGRAM – Pierce County Auditor Julie Anderson

Vice President Sutich introduced PC Auditor Julie Anderson interested to know changes in State Legislature that take effect this year to be aware of. 2018 Legislative session was busy and passed a collection of voter registration bills and voter rights bills. Where does Washington state rank in terms of voter turn out? 10-13 typically. Registered voters percentage? 83% of eligible voters are registered which leaves 17% to capture. Don't have a registration problem, we have a participation problem. Legislature turned attention to voter registration last year – June this year automatic voter registration goes into effect. Motor Voter – any public assistance or for last 25 years. Now automatically registered to vote and have to opt out if you don't want to register to vote. Same day registration – means up until 8 pm on election day can get registered to vote and vote. 1 deadline that is left is online registration and mail in paper registration is 8 days, in person can walk right up until 8 pm day of election. Going to cause a lot of problems in 2020. In negotiations with Cheney stadium for election day as the Annex building can't handle the influx with everything else going on that day. Elections will become more costly as will be mailing out more ballots. Prepaid postage is going to become the law of the land and that will increase the cost as well. If using the post office, mail 4 days before an election to ensure it gets to Elections Office in time. 3rd voter registration bill that passed is 16 and 17 year old preregistration, opt in, and put in system and suspended until eligible to vote. Transitory group, their signatures are bad and don't think it will increase turn out. It also creates more data to manage and increase the universe of the ballots that get mailed. Last year letters from the Auditors Office – voting rights act passed – allows citizens to go to court, legal action, to say discrimination in district and under represented individuals not getting elected to office. Any population over 1,000 can happen in. Expecting it to happen in school districts first. District elections are the most popular and translation is the next. Going live with new voter registration database this year in June. Near real time visibility to see voter registrations. Election infrastructure is ranked up with airports, utilities, etc. Drop Boxes bill in 2017 to expand number and specific about where to put them. Every town and city and census designated location in the State. 18 additional at \$10,000 each and legislature didn't fund. Now considering bill of relieving of that bill. Partnering with UWT on strategies, economists and political research, find makes it easier and appreciated by those who vote. Presidential Primary bill that moves to March 24th. Secretary of State and County Auditor fought and lost that fight. If undeclared not a party member, you can't vote. Senate Bill 1752 handout – move to May from summer which would move candidate filing to February. If that is done, it steps all over the April election which is not good to have 2 elections at once. Trying to get the bill amended. Proposing to put April election in August where Primary was so it doesn't mess up the election calendar. Census is coming. 396 days until census day. Census drives congressional seats and federal dollars for funding. For every person that is not counted, PC loses \$1,900 per year, per head. Expecting 60% to self-respond on the computer. Opens in March and send everyone postcards to go online and take survey. Not doing translations for top 3 in PC - Cambodian, Ukrainian or Korean. The Association thanked Julie for her presentation.

b) Legal - Joe and/or Eric Quinn

Reported CPFR went through a legal process to change their name legally from PCFD #6 to Central Pierce Fire & Rescue. EPFR did a couple of years ago. Easy process to do. County Council did not pass along to the other departments. Firehouse Lawyer is coming out soon. Clearwater Casino Seminar – Eric and he are speaking. March 16th in Spokane, signed up for that as well. FMLA follow up – one of county prosecutors for legal opinion. Elected Officials are exempt from being considered employee. Think employment security office is wrong. State Fire Chiefs working on webinar process on cooperative purchasing.

STANDING COMMITTEES:

a) Fire Chiefs Association - Dan Rankin / Tom Sutich

Commissioner Sutich reported rep from Red Cross was at meeting and talked about smoke alarm program. Jim Jaques from EPFR talked about tri county group talked to him and will report to us in a few months.

b) Legislative - Dale Mitchell

Reported met a week ago today. Last Friday cut off for one set of bills and tomorrow is cut off for money bills or financing, etc. Couple talked about SB1115 and HB1170 ? – risk mobilization – sunset law expires this year. Other one concerned about HB1912 benefits of pension and contribution of volunteer firefighters. HB1958 aviation assistance on wildfires. Bid limits talked about HB1617. Report out tomorrow of all remaining bills and status. Meets again end of March. Session ends in April.

c) Bates Technical College - Dan Rankin

No report.

d) Fund Raising Activities - Ed Egan

Commissioner Egan had Larry Nelson draw the winning ticket. Commissioner Gorder had the winning ticket and won \$ 27.00.

e) Annual Picnic – DORMANT - Bill Eckroth and Arlene Dannat

Arlene reported numbers have been down the last few years and suggesting not have the picnic and put the money towards the end of the year Banquet. Bill suggested to keep costs down have the picnic here at CPFR Station 60. President O'Harra Buttz stated if we have the picnic then individuals would pay for their own meals if catered. Up to the body to decide. Egan stated 5 or 10 years ago went to Browns Point and the volunteers cooked steaks and it was real nice. Browns Point Improvement Club rental was \$250.00. Decision to be made next month.

f) Annual Banquet – DORMANT - Mike Cathey

g) Scholarship & Education - Tom Sutich / Stan Moffett

Commissioner Moffett stated any scholarship requests get turned in to Denise. They need to be submitted 2 months prior to conference/seminars, etc.

h) Awards Committee – DORMANT – Sheila Niven

i) Membership – Kevin Gorder

No report.

j) Programs – Tom Sutich

Reported March speaker will be Russ McCallion with update on Community Paramedicine.

k) Sunshine - Arlene Dannat

Reported card to Gustafson family for loss of his wife.

l) NAEFO – Gerry Gustafson

No report.

m) Nominating – DORMANT - Dan Rankin / Sheila Niven

n) Audit – DORMANT - Dan Rankin / Margaret O’Harra Buttz

o) SS911 Committee – Dan Rankin

Reported short meeting not much was discussed. March and April going to 6 original group people on new governance structure, voting in May.

OLD BUSINESS:

SS911 Representative Election Committee

1. Two (2) year term
2. Elect Director and alternate
3. No one from Central Pierce or West Pierce (at this time)
4. Approve process at February meeting
5. Nominations held at March and April meetings
6. Election during April meeting
 - a. Top vote getter = Director
 - b. 2nd highest vote getter = Alternate
7. Term begins in July 2019

Vice President Sutich moved to accept process presented. Commissioner Rankin seconded the motion. MOTION CARRIED.

NEW BUSINESS:

Nothing at this time.

GOOD OF THE ORDER:

Commissioner Rankin shared that the memorial for Gerry Gustafson’s wife, Sally, will be held on March 17th at 2:00 pm at Christ Episcopal Church, 210 5th ST SW, Puyallup.

Commissioner Davies reported Key Peninsula Fire Chief Guy Allen has retired. Hired a firm to do an Executive search. Conditional offer to Dustin Morrow (sp?) comes from Tualatin Valley. Start date should be April 1st.

Commissioner Egan stated he would like to propose have some kind of gift (pen or mug, etc.) for guest speakers. Threshold on dollar amount. Commissioner Cathey stated a couple of years ago there were PC challenge coins. Commissioner Egan to research and report next month.

ADJOURN

There being no further business, it was moved and seconded to adjourn the meeting. The meeting adjourned at 8:35 pm.

Submitted by:

Denise Menge,
Secretary/Treasurer

2019 Meeting Dates and Locations:

January 24, 2019 - FPD # 5 – Gig Harbor – 10222 Bujacich Rd NW

February 28, 2019 – FPD # 6 – Central Pierce – 17520 22nd Ave E, Tacoma

March 28, 2019 – FPD # 22 – East Pierce – 18421 Veterans Memorial Dr, Bonney Lake

April 25, 2019 – FPD # 13 – Browns/Dash Point – 4815 Wa-Tau-Ga Ave NE
May 23, 2019 – FPD # 18 – Orting Valley – 401 Washington Ave SE
June 27, 2019 – FPD # 16 – Key Peninsula – 8911 Key Peninsual Hwy KPN
July 25, 2019 – BBQ –
August 22, 2019 – FPD # 21 – Graham – 23014 70th Ave E
Sept. 26, 2019 – FPD # 17 South Pierce – Sta. 171 302 McNaught St, Roy
October 24, 2019 - NO MEETING – STATE CONFERENCE
November 21, 2019 – FPD #3 – West Pierce – 5000 Steilacoom Blvd SW
(3rd Thursday due to 4th Thursday being Thanksgiving)
December 5, 2019 – NO MEETING – ANNUAL BANQUET



2018 Election

SAFEGUARDS / RESILIENCY MEASURES

Washington Election Process

Pre-Election Activities



Election Activities



Post-Election Activities



Pre-Election Safeguards

The Voter Registration Database (VRDB) and results reporting systems are secured by highly skilled Office of the Secretary of State (OSOS) IT staff, using state of the art equipment and following IT industry best practices.

Network Security

- Voter Registration database is protected by firewalls and Intrusion Prevention Systems (IPS).
- Only authorized Internet Protocol (IP) system access.
- Network that is only used by authorized partners and servers isolated on network demilitarized zone (DMZ).

Log Review

- Firewall logs reviewed 4 times a day and system event logs reviewed twice a day.

Physical Security

- Secure single tenant modern facility with dual redundant alarms, security cameras, and FM200 protection.
- Access restricted to 3 authorized OSOS IT staff members.
- Data center located next door to police station.

Security Audit

- Regular security scans by OSOS IT staff and periodic 3rd party scans to test/verify firewalls, IPs, and servers.

Election Safeguards

Verification

- Verification of signatures on ballot envelopes.
- Voter signature is compared to voter's registration record.
- Failsafe measures protect voter's right to vote.

Voters Cast Ballots

- Votes are cast on human readable paper ballots and tabulated electronically. The paper ballot is the official record.
- Ballots are kept in secure location.

Voting, Tallying, & Reporting Systems

- County-specific security protocols in formalized policy.
- Counties conduct logic and accuracy tests before each election. Tests are open to public observation.
- Voting systems are not connected to the internet.
- Security measures to ensure physical security and detect inappropriate access (WAC 434-261-045).
- County maintains continuity of operations (COOP) plans and participated in DHS's Cyber Resilience Review (CRR).

Post-Election Safeguards

Election Results Site

- Hosted in Microsoft Azure cloud with server & geographic redundancy.
- Results data retrieved from secure location provided by results reporting system at specified times (intervals).
- Parsed and presented to users in read-only and compact web files (HTML).
- Graphic representation of results not connected to results reporting system or network after data transmittal.

Election Results Tallied

- Results are unofficial until the canvass of votes.
- Canvass compares printed report from precincts to number of ballots scanned before certifying results as official.
- Vigorous chain of custody records maintained.
- Post-election audit performed on random selection of all precincts.

Cybersecurity Planning Pierce County

THREAT MITIGATION

Specific Threats / Mitigation



Social Engineering refers to bad actors who manipulate their target into performing a given action or divulging certain information (often a login or password). "Spear-phishing" (sending an email attachment or link to infect a device) is the most common. **Mitigation:** Education and training on threat and types of targeted information. Washington participated in DHS vulnerability assessment on social engineering



Information Operations include propaganda, disinformation, etc., to manipulate public perception. Methods include leaking stolen information, spreading false information, amplifying divisive content, and/or interrupting service. **Mitigation:** Clear and consistent information, including accurate cybersecurity terminology; relationship building with the media and open dialog with the public



Hacking refers to attacks that exploit or manipulate a target system to disrupt or gain unauthorized access. **Mitigation:** Incident response planning; penetration testing (DHS RVA); two-factor authentication; recovery planning; active system monitoring; up-to-date security updates along with physical security measures



Distributed Denial of Service (DDoS) attacks seek to prevent legitimate users from accessing information (e.g., databases, websites) or services by disrupting access with excessive traffic, causing the service to crash. **Mitigation:** Maintain organization's essential functions through business continuity plan and implementing a security incident response plan



Insider Threat is a category of attack in which a current or former employee or authorized individual with access to a network, system, or data deliberately uses their access for malicious purposes. **Mitigation:** Background checks for all election workers and contractors; insider threat training; vigorous chain of custody records; strict access controls based on need and updated as access needs change

Definitions from The State and Local Election Cybersecurity Playbook / Defending Digital Democracy (www.belfercenter.org/D3P)

Recognizing and Reporting an Incident

Definition of an Incident: A violation or imminent threat of violation of computer security policies, acceptable use policies, or standard security practices (NIST Pub. 800-61)

If you suspect a Cybersecurity Incident has occurred, contact—

- Washington Security Operations Center, SOC@sos.wa.gov, 509-235-7500 ext. 711
- National Cybersecurity and Communications Integration Center (NCCIC), (888) 282-0870 or NCCIC@hq.dhs.gov
- Elections Infrastructure Information Sharing and Analysis Center (EI-ISAC) Security Operation Center, (866) 787-4722 or soc@cisecurity.org

In the event of a Data Breach impacting more than 500 people, notify—

- Washington State Office of the Attorney General, securitybreach@atg.wa.gov



For Additional Information or Questions

Washington Secretary of State's Office: Lori Augino, Director of Elections, lori.augino@sos.wa.gov

U.S. Department of Homeland Security: www.dhs.gov/topic/election-security

- Ron Watters, Region X Cybersecurity Advisor, ronald.watters@hq.dhs.gov
- Patrick Massey, Region X Director for Infrastructure Protection, patrick.massey@hq.dhs.gov



Snapshot

2018 ELECTION INITIATIVES

Pierce County Overview



Precincts: 518
Active Voters: 484,111
Voting System/Model: ClearBallot
Accessible Voting Unit: ClearAccess
COOP: Yes
Website: piercecounyelections.org

2018 Activities & Timeline Checklist



Initiative 1: Completion of DHS Risk Vulnerability Assessment (RVA)
(Target Completion: June 2018)



Initiative 2: Register for the Elections Infrastructure Information Sharing and Analysis Center (EI-ISAC) at learn.cisecurity.org/ei-isac-registration
(Target Completion: July 2018)



Initiative 3: Schedule Cyber Hygiene Scanning. Contact nccicustomerservice@hq.dhs.gov and reference "Washington Cyber Hygiene Initiative" to obtain this service free through DHS
(Target Completion: August 2018)



Initiative 4: Conduct a Phishing Campaign Assessment. Contact nccicustomerservice@hq.dhs.gov and reference "Washington Phishing Campaign Assessment" to obtain this service free through DHS
(Target Completion: September 2018)



Initiative 5: Formation of the Office of Secretary of State Security Operations Center
(Target Completion: October 2018)



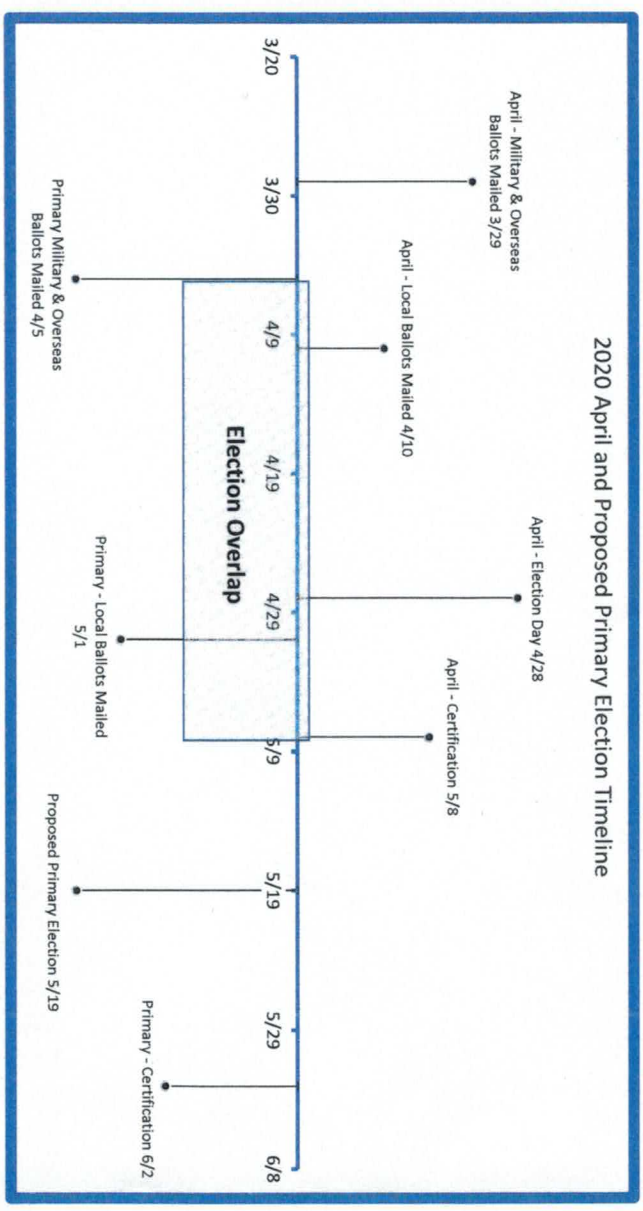
Initiative 6: Addition of Albert monitoring system for each county
(Target Completion: January 2019)

SSB 5270

2020 April Special and Proposed Primary Election Timeline Prepared By Pierce County Auditor

Activity	Date
April - Military & Overseas Ballots Mailed 3/29	3/29/2020
April - Local Ballots Mailed 4/10	4/10/2020
April - Election Day 4/28	4/28/2020
April - Certification 5/8	5/8/2020
Primary Military & Overseas Ballots Mailed 4/5	4/5/2020
Primary - Local Ballots Mailed 5/1	5/1/2020
Proposed Primary Election 5/19	5/19/2020
Primary - Certification 6/2	6/2/2020

Note - Ballots for the April Special Election and Proposed Primary will be in voter's hands at the same time.



Welcome to Washington!

Be a Pierce County Voter.



We are a vote-by-mail state.



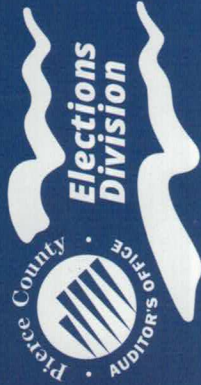
You may NOT vote in multiple counties or states.



You must be a citizen to vote.
A Green Card or Visa is not sufficient.



For translation help call
253-798-VOTE (8683)



When you register to vote in Pierce County, you will be able to participate in all elections. We will automatically send you ballots for all Federal, State, and County elections, as well as local elections such as city council and school district.

**Pierce County Auditor
Elections Division**
2501 S. 35th St. Suite C
Tacoma, WA 98409
253-798-VOTE (8683)
PierceCountyElections.org

Hours

Monday - Friday
8:30 a.m. - 4:30 p.m.

Election Day Hours

7:00 a.m. - 8:00 p.m.

Pierce County Elections is here to answer all your questions, mail your ballot, register new voters, and help candidates file for office.



Be a
**PIERCE
COUNTY**
Voter

Voting Step-by-Step



Register to Vote

You do not have to declare a party when you register. Register in person or online at myvote.wa.gov



Read Voters' Pamphlet

The voters' pamphlet can help you make an informed decision before voting. It should arrive a few days before your ballot.



Ballot Arrives in the Mail

Your ballot will be sent 18 days before Election Day. If you need a replacement ballot call: 253-798-VOTE (8683)



Sign Your Ballot Envelope

You must sign the return envelope. We check all signatures before processing your ballot.



Return Your Ballot by Mail

Mail your ballot through the Postal Service. No postage is required! Your ballot must receive a cancellation stamp (post mark) on or before Election Day.

-OR-



Return Your Ballot in a Drop Box

Drop your ballot into a ballot drop box. No postage is required! All ballots must be deposited by 8 p.m. on Election Day. Find the closest drop box in your voters' pamphlet or online at piercecoutelections.org

Important Dates

2018 Elections

AUG 7

NOV 6

2019 Elections

AUG 6

NOV 5

2020 Elections

AUG 4

NOV 3

Voting is Secure & Private

Pierce County takes these steps to protect the integrity and privacy of elections:

- We compare your signature on the return envelope against your voter registration signature.
- We make certain only one ballot from each voter is counted.
- We maintain voter secrecy by separating your return envelope and your secrecy envelope.
- Our tabulation equipment is tested before every election to ensure accurate election results.

You are welcome to observe ballot processing. Contact Pierce County Elections: **253-798-VOTE (8683)**.

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[Instagram.com/PierceCountyAuditor](https://www.instagram.com/PierceCountyAuditor)

PierceCountyElections.org

**ELECTION PROCESS FOR ONE (1)
BOARD OF DIRECTOR TO SOUTH SOUND 9-1-1**

- 1) Two (2) year term
- 2) Elect Director and alternate
- 3) No one from Central or West Pierce (at this time)
- 4) Approve process at February meeting
- 5) Nominations at March and April meetings
- 6) Election during April meeting
 - Top vote getter = Director
 - 2nd highest vote getter = Alternate
- 7) Term begins in July 2019

WFCA Notice - Memorial Service for Gerry Gustafson's Wife

Eylenfeldt, Nora (WFCA) <NoraE@wfca.wa.gov>

Tue 2/26/2019 1:09 PM

To: Brad Langdell <blangdell@wwcfd5.org>; Brad Lothspeich <brad.lothspeich@ccfd6.org>; Chris Elwell <ChrisElwell@comcast.net>; Dan Rankin <rankindr@outlook.com>; Dean Bloemke <dean.bloemke@ccfd6.org>; Dwight Vander Vorste <dvandervorste@gmail.com>; Gene Carmody <genec@cablespeed.com>; Gene Dobry <generae72@msn.com>; Gerald Gustafson <quaysplace@hotmail.com>; Jack Hensley <jackh@scfd4.org>; Larry Kibbee <dcomm13@gmail.com>; Les Riel <Les@CentralValleyGlass.com>; keneakin509@yahoo.com <keneakin509@yahoo.com>; Roy Rhine <rlrhine@comcast.net>; Roy Waugh <rwaugh@snofire7.org>; Babcock, Sandy (WFCA) <SandyB@WFCA.WA.GOV>; Ferris, Roger (WFCA) <RogerF@WFCA.WA.GOV>; Murray, Jordon (WFCA) <jordonm@wfca.wa.gov>; Marvin, Anne (WFCA) <annem@wfca.wa.gov>;

Gerry just called the office to let us know that a memorial service has been planned for his wife, Sally, as follows:

DATE: Sunday, March 17, 2019

TIME: 2:00 pm

PLACE: Christ Episcopal Church, 210 5th St SW, Puyallup, WA 98371 (on the corner of Pioneer and 5th St)

Nora Eylenfeldt, Administrative Manager
Washington Fire Commissioners Association
Tel: 360.943.3880 | TF: 800.491.9322
Fax: 360.664.0415 | Email: norae@wfca.wa.gov