



PIERCE COUNTY FIRE COMMISSIONERS' ASSOCIATION

MINUTES November 21, 2019

FPD # 3 – West Pierce Fire & Rescue – 5000 Steilacoom Blvd SW, Lakewood

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 West Pierce Fire & Rescue for hosting tonight's meeting. Chief Sharp welcomed everyone to Station 21.

ROLL CALL – SELF-INTRODUCTIONS

Roll was taken with self-introductions, according to the sign-in sheet, 9 Districts were represented by 20 attendees made up of Commissioners, Chiefs, Secretaries and/or visitors.

PROGRAM – Chuck LeBlanc and Kelly Merz

Vice President Sutich introduced Washington State Fire Marshal Chuck LeBlanc and Kelly Merz with the Fire Training Academy. Chuck LeBlanc gave an update on inevitable cut in budgets due to I-976. Put on immediate spending and hiring freeze. Introduced Assistant Division Commander for the Fire Training Academy Kelly Merz. At the will of the Legislature. Thanked for the opportunity to be here tonight to talk about the Fire Training Academy. There to make a difference. Presented a powerpoint presentation overview. Any questions, please ask. 1975 needs assessment, 1984 Dedication, 1997 ARFF building and prop ground breaking, ARFF prop in 2005, 1986 Ship Prop and old housing, current dormitory constructed in 2009 (houses 44 individuals), old dining hall constructed around 1993 and new cafeteria built in 2018. Went through training abilities, etc. Impact summary and needs assessment. ARFF (Aircraft Rescue Firefighting) prop has been out of service since 2013. Safety impacts, props and equipment assessment, additional needs. FTA Master Plan and funding requests. President O'Harra Buttz presented the speakers each with a coin.

APPROVAL OF AGENDA

Commissioner Mitchell moved and Commissioner McElligott seconded to approve the agenda as presented. MOTION CARRIED.

MINUTES OF September 26, 2019 MEETINGS and Treasurer's Report – See attached

It was moved by Commissioner Davies and seconded by Commissioner Kadow to approve the September 26, 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 collected from those who forgot their badges.

CORRESPONDENCE

Insurance coverage presented. Commissioner McElligott moved and Commissioner Mitchell seconded to approve the insurance coverage renewal at the same rate as last year at \$255.00. MOTION CARRIED.

REGULAR REPORTS:

a) Regional Representative Report – Gene Dobry

Not present. Mike Cathey is the new Regional Representative.

b) Legal - Joe and/or Eric Quinn

Eric reported a couple of items HIPAA right of access for healthcare records. Lawsuits recently against hospitals for exorbitant costs. Flat fee of \$6.50 for searching for medical records. Commissioners – WA court of appeals minimum staffing is a mandatory subject of bargaining.

STANDING COMMITTEES:

a) Fire Chiefs Association - Dan Rankin / Tom Sutich

No report.

b) Legislative - Dale Mitchell

Reported met last week. Report to be coming out next week or so. There are 5 items that they will be addressing.

c) Bates Technical College - Dan Rankin

Reported they don't meet until January.

d) Fund Raising Activities - Ed Egan

Commissioner Egan had Commissioner Allison draw the winning ticket. Commissioner McElligott won \$21.00.

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

f) Annual Banquet – Mike Cathey

Encouraged everyone to get their RSVPs in. Will be upstairs at the Country and Golf Club instead of downstairs. Question for the association that came up in their meeting on Tuesday. Does the Association pay for Commissioners banquet or does their department pay for them to attend? It varies, some departments pay for their commissioners, some don't

g) Scholarship & Education - Tom Sutich / Stan Moffett

Commissioner Moffett reported at last September meeting, Tom talked about a Saturday training with Joe and Eric for \$800.00. Looking like March works best for Eric. This will cover the training that all Commissioners need. More information to come as a date and location is set.

h) Awards Committee – Sheila Niven

Not present. Commissioner Cathey reported major awards presented at banquet. Years of service pins, thought she was going to order more. Will do years of service awards at the January or February meeting.

i) Membership – Kevin Gorder

Nothing at this time.

j) Programs – Tom Sutich

January meeting will be Jody Lier from Resource Recovery Center. Has spoke with Jim Heischman from Sheriff's Department regarding Active Shooter training for possibly the February meeting.

k) Sunshine - Arlene Dannat

Not present.

l) NAEFO – Gerry Gustafson

No report.

m) Nominating – Dan Rankin / Sheila Niven

Commissioner Rankin reported he has the following individuals nominated to positions:

President:

Tom Sutich

Vice President:

Stan Moffet

Kevin Gorder

Director:

Kathy Kadow

Called for nominations from the floor. There being none. Commissioner Mitchell moved to accept the list as presented. There are two candidates for Vice President.

Commissioner Rankin moved to accept the President and Director nominees by acclamation. Commissioner McElligott seconded the motion. MOTION CARRIED.

Paper distributed for members to write down who they vote for the Vice President position. Commissioner Moffett received the winning number of votes. Ballots were destroyed.

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

Will meet December 19th at Station 69 at 5:30 to perform audit.

o) SS911 Committee – Pat McElligott

Reported meet on the 27th, missed the last meeting. Tom reported a severance package was voted on at the September meeting.

OLD BUSINESS:

Nothing at this time.

NEW BUSINESS:

2020 Proposed Budget

Copy attached and distributed with the Agenda. Commissioner Sutich moved to amend the Budget to add a separate line item for Coins, Commissioner Grubaugh seconded the motion, MOTION CARRIED.

Commissioner Rankin moved to adopt the budget as amended, Commissioner Egan seconded the motion. MOTION CARRIED.

Boundary Review Board Update – Bob Skaggs

Reported in the process of Parkland Spanaway incorporation. Elected as Board Chair and will meet quarterly. Involved at State level now as well. Term is up and asked if the Association would like to have him continue to represent for 3 years. Commissioner McElligott moved and Commissioner Cathey seconded for Bob Skaggs to remain as representative to the Boundary Review Board. MOTION CARRIED.

GOOD OF THE ORDER:

Commissioner Egan reported 16 coins sold already and gave 2 as gifts.

Meeting sign up – reminder for agencies to sign up to host a meeting next year.

Bob Skaggs asked about having name badges for Life Members. Put on agenda for January Meeting.

Commissioner Cathey asked if any interest in doing a tour of the Fire Training Academy? Discussion followed.

ADJOURN

There being no further business, the meeting adjourned at 8:37 pm.

Submitted by:

Denise Menge,
Secretary/Treasurer

Website: <http://www.pcfirecommissioners.org/SitePages/Home.aspx>

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 Peninsula Hwy KPN
July 25, 2019 – Potluck BBQ – CPFR Station 60 17520 22nd Ave E
August 22, 2019 – FPD # 17 South Pierce – Roy Community Center - 122 3rd St. E.
Sept. 26, 2019 – FPD # 21 – Graham – 23014 70th Ave E
October 24, 2019 - NO MEETING – STATE CONFERENCE
November 21, 2019 – FPD #3 – West Pierce – 5000 Steilacoom Blvd SW, Lakewood
(3rd Thursday due to 4th Thursday being Thanksgiving)
December 5, 2019 – NO MEETING – ANNUAL BANQUET – Tacoma Golf & Country Club

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December 3, 2020 – NO MEETING – ANNUAL BANQUET

PIERCE COUNTY FIRE COMMISSIONERS ASSOCIATION REVISED PROPOSED BUDGET 2020

REVENUE:

15 Fire Districts Annual Dues	\$ 8,980.00
Monthly Meeting Drawings/Misc	\$ 250.00
Coins (\$10.00 each)	
Reserve Fund Carried Forward (Current	
Checking Account Bal)	\$ 2,711.62
Total Available	\$ 11,941.62
Balance in Savings	\$ 1,703.94
CD	\$ 8,108.84
GRAND TOTAL AVAILABLE	\$ 21,754.40

	2018 PROPOSED	2018 ACTUAL JAN-DEC	2018 Remaining / Carry Forward	2019 PROPOSED	2019 ACTUAL JAN-SEP	2019 Remaining / Carry Forward	2020 PROPOSED	
EXPENSES:								
Secretary Treasurer (12 @ \$500)	\$ 6,000.00	\$ 6,000.00	\$ -	\$ 6,000.00	\$ 5,000.00	\$ 1,000.00	\$ 6,000.00	
Postage	\$ 50.00	\$ -	\$ 50.00	\$ 50.00	\$ 30.45	\$ 19.55	\$ 50.00	
Flowers/cards	\$ 100.00	\$ 104.28	\$ (4.28)	\$ 100.00	\$ 76.95	\$ 23.05	\$ 100.00	
Insurance	\$ 100.00	\$ 255.00	\$ (155.00)	\$ 100.00	\$ -	\$ 100.00	\$ 255.00	Increased \$155.00 (move from Reserve BBQ)
Office Supplies/Expenses	\$ 60.00	\$ 27.95	\$ 32.05	\$ 60.00	\$ 52.95	\$ 7.05	\$ 60.00	
Board Expenses	\$ 100.00	\$ -	\$ 100.00	\$ 100.00	\$ -	\$ 100.00	\$ 100.00	
Professional Services	\$ 250.00	\$ -	\$ 250.00	\$ 250.00	\$ -	\$ 250.00	\$ 250.00	
Scholarship	\$ 1,000.00	\$ 660.00	\$ 340.00	\$ 1,000.00	\$ 680.00	\$ 320.00	\$ 1,000.00	
Education	\$ 500.00	\$ -	\$ 500.00	\$ 400.00	\$ -	\$ 400.00	\$ 400.00	
BBQ Picnic - July	\$ 600.00	\$ 801.00	\$ (201.00)	\$ -	\$ 54.96	\$ (54.96)	\$ 75.00	Increased \$75.00 (move from Reserve BBQ)
Banquet - December	\$ 700.00	\$ 745.63	\$ (45.63)	\$ 700.00	\$ -	\$ 700.00	\$ 700.00	
Plaques/Awards/Coins	\$ 650.00	\$ 183.53	\$ 466.47	\$ 550.00	\$ 546.20	\$ 3.80	\$ 550.00	
Meeting Refreshments	\$ 300.00	\$ 300.00	\$ -	\$ 300.00	\$ 573.83	\$ (273.83)	\$ 700.00	Increased by \$400.00
Web Site	\$ 50.00	\$ -	\$ 50.00	\$ 250.00	\$ 234.96	\$ 15.04	\$ 100.00	Reduced by \$150.00
NAEFO Membership	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Remove line item from Budget
Donations/Conference Host	\$ -	\$ -	\$ -	\$ -	\$ 350.00	\$ (350.00)	\$ 350.00	Increased \$350.00 (move from Reserve BBQ)
PROJECTED TOTAL EXPENSES	\$ 10,460.00	\$ 9,077.39	\$ 1,382.61	\$ 9,860.00	\$ 7,600.30	\$ 2,259.70	\$ 10,690.00	

BALANCE (Grand Total Available	
Minus Projected Expenses)	\$ 11,064.40
CHECKING ACCOUNT BALANCE (Above	
Balance Minus Savings Account and CD)	\$ 1,251.62

Drop from Reserves - Move \$350.00 to Donations/Conference, \$75.00 to BBQ Picnic and \$155.00 move to Insurance (renewal rate of \$255.00 - same as 2019 that was paid in Dec

RESERVE (BBQ Picnic)	\$ 600.00	2018)
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