**Pierce County Fire Chiefs’ Association**

**Meeting Minutes**

**November 7, 2013**

1. **Call to Order**

President McDonald called the Pierce County Fire Chiefs’ Association meeting to order at 11:30 a.m. at Tacoma Fire Department, Station 8 located at 4911 So. Alaska, Tacoma, WA. The following were present:

Bob Hudspeth, Eatonville FD Pat McElligott TFD

Mitch Sagers, WPFR Gary McVay, WPFR

Dan Rankin, WPFR John Burgess, GHFMO

Eric Watson, GHFMO Steve Nixon, GHFMO

Eric Waters, GHFMO Tom Sutich, GHFMO

Keith Wright, CPFR Baron Banks, CPFR

Judy Murphy, CPFR Cliff McCollum, PCFD #13

Tom Lique, PCFD #16 Guy Allen, PCFD #16

Claudia Jones, PCFD #16 Bob Vellias, SPFR

Ryan Baskett, GFR Todd Jensen, GFR

Jerry Thorson, EPFR John McDonald, EPFR

Garry Olson, PCFD #23 Jay Wiggins, PCFD #27

Lowell Porter, PCDEM Dic Gribbon, PSCAA

Joe Quinn, Attorney Gary Franz

Denise Menge, Recorder

1. **Flag Salute**

Pat McElligott led the flag salute and welcomed everyone to Tacoma. As with everyone else struggling with the economy, they are hoping that next year is a better year.

1. **Approval of Minutes**

It was moved and seconded to approve the October 3, 2013 meeting minutes as presented. MOTION CARRIED.

1. **Treasurer’s Report**

Treasurer Ryan Baskett presented the Treasurer’s Report: Beginning Balance of $6,173.25, ending balance of $6,176.91. The EMS account beginning balance of $8,257.00 and ending balance of $8,826.25. The Pinnacle Conference funding had a beginning balance of $350.18 this has been split and dispersed back to the PC Fire Commissioners Association and the PC Fire Chief’s Association General fund closing out this account. The grand total account balance is $15,003.16. Guy Allen moved and Garry Olson seconded to approve the Treasurer’s Report as presented. MOTION CARRIED.

The Proposed 2014 Budget was presented. Copy distributed with the agenda. Treasurer Baskett went through the handout and explained the proposed budget. Pat McElligott moved and Jerry Thorson seconded to approve the proposed budget as presented. Treasurer Baskett stated the only thing not currently accounted for is the money for Gary Franz’s Personal Services Contract for this year. MOTION CARRIED.

1. **Correspondence**

President McDonald reported the Tacoma PC Chaplaincy Banquet was last month at the McGavick Center. There was a great turn out and we received a letter stating they appreciated our support of sponsoring a table at this event.

1. **Guest Speaker**

Vice President Keith Wright introduced Chuck Duffy, State Fire Marshal who is here to give an update on the State Fire Training Academy. Chuck Duffy thanked the Association for the opportunity to be here today. He also introduced their new Fire Training Academy Commander, Lieutenant Dan Hatchinson. The FTA challenges are with the infrastructure and buildings. The building designs / restructure is going forward. The pre-design costs ran $100,000.00 with a total package cost of $15 million. All three (3) documents he discussed are available on a CD for those interested in taking with them today. He showed a graphic presentation of the proposed FTA which was a fly over of the proposed building design and shows the village concept. President McDonald thanked Chuck Duffy for his presentation and asked that he pass along the appreciation for all of the work the academy staff has done and continues to do.

1. **Unfinished Business**

President McDonald reminded everyone the Dan Packer Chief of the Year award nominations are due tomorrow. Please email President McDonald any nominations you have.

President McDonald stated we had a great presentation from the EMS Committee last month with regards to the healthcare changes that are coming. It was discussed at the Executive Board Meeting regarding what do we want to do moving forward, gather additional information, etc. This will be further discussed at a Special Executive Board meeting being held tomorrow with regards to forming an Operations EMS Committee made up of EMS folks and then also a Policy Level Committee made up of five bugle Chiefs. He would like to solicit interest in this concept and encouraged everyone to spend time with their EMS people to educate themselves on the coming changes and to get involved. He emphasized to the EMS Committee individuals that they have done a tremendous amount of work on this already and the intent is not to take over what they are doing, but to come alongside them and help with the decision / policy making things that need to happen.

1. **New Business**

No new business.

**COMMITTEE REPORTS:**

1. **Audit Committee - DORMANT**
2. **Banquet/Awards Committee**

Todd Jensen reported the banquet will be held on Thursday, December 5th. The flier was distributed and it will be sent out via email this afternoon as well as posted to the website. The banquet will be held at the same location as last year, at the Tacoma Country & Golf Club located at 13204 Country Club Drive SW, Lakewood. There will be a “No Host” Happy Hour from 6:00 – 7:00 p.m. Joe Quinn stated he is unable to host a pre-function this year as he did last year as he will be in an arbitration meeting all day that day.

1. **Nominations Committee**

John Burgess reported another email was sent out for nominations and one was received from East Pierce for Ed Goodlet for the Secretary Position. President McDonald opened nominations to the floor. There being none, the slate of officers to be voted on are the following:

President Keith Wright, CPFR

Vice President Mitch Sagers, WPFR

Trustee 1 Bob Vellias, SPFR

Trustee 2 Eric Watson, GHFMO

Secretary Ed Goodlet, EPFR

Treasurer Ryan Baskett, GFR

Past President John McDonald, EPFR

Guy Allen moved and Steve Nixon seconded to approve the nominations as presented. MOTION CARRIED.

1. **UASI Committee**

No report.

1. **Emergency Management Committee**

No report.

1. **Impact/Mitigation Fee Committee**

Gary Franz reported their next committee meeting is scheduled for next Thursday. He has gone to the PSRC.org website in pursuit of getting details on how to get population studies information for CFPs, etc. He will continue working on this. He encouraged everyone to be working on their CFPs now to be prepared for the process of submitting them next year. He would like to suggest as CFPs are completed to send them to the committee to review. They will discuss at their next meeting whether individual agencies will submit their own CFPs or if the committee will submit them all together? The City Council has to be approached for approval to enter the CFP process. It is now the 2015 Comprehensive Plan update instead of 2014. CFPs can, and should, be done by all departments. By doing a CFP, it does not require participation or utilization of impact fees. If you have any questions or need further information, please feel free to contact Gary Franz, his email address is: [znarfgg@gmail.com](mailto:znarfgg@gmail.com)

Attorney Quinn stated he received a call from Warner Webb yesterday regarding a County Council meeting being held tomorrow, Friday, where they are considering impact fee increases for the school districts. Discussion followed whether or not a Chiefs representative should attend this meeting, etc. After discussion, it was decided not to send a representative. Instead President McDonald will draft a letter to send to the County Council. He will send the letter to the committee to review.

**DIVISION REPORTS:**

1. **EMS**

Judy Murphy reported she attended the Quarterly Divert Committee meeting which has been going on for almost 10 years now. When they first began there was a 20% divert in the area. The last couple of quarters they have seen a slow increase to divert. Good Sam has been struggling and has increased to around 5 ½%. They have seen almost a 30% increase with in patient volumes since their new addition. Everyone increased in 3rd Quarter and they are looking at why.

There are some Active Shooter exercises coming up in the spring that will have grant funding available. March 6th at Carson Elementary and April 24th at White River High School. Both are happening with school in session. The High School one will be utilizing the everbridge notification in the classrooms. Please let Judy know if you are interested in participating in either of this exercises and/or if you would like more information.

Tom Mason is working on a grant for command software for active shooter training that would be similar to Blue Card training with simulations.

Reminder – don’t forget to get your flu shot. It is already in the area this year where typically we don’t see the flu until February or March.

Judy Murphy thanked the Association again for the support with the Affordable Care Act, she is eager to have the Policy Level committee put in place, etc.

**16 A. Metro Training**

No representative present.

**16 B. Training – TEW Training/Exercise**

Gary McVay reported they met recently. The second exercise Judy talked about is a series with tabletop exercises as well. A John Norman seminar was held last month at EPFR. There are still funds available, please contact him for more information and/or help with completing the paperwork to be submitted, etc.

**16 C. Training – TEW Equipment**

Mitch Sagers reported the Resource Committee met on Monday to review proposals submitted. They have 14 projects ranked to be funded. Contact Mitch Sagers for more information.

1. **Fire and Life Safety**

Eric Waters reported the private road and bridge standards, he and Ed Hrivnak will be meeting with Warner Webb on November 18th regarding developments and access to the process so we are made of aware of what is going on in our areas.

**OUTSIDE AGENCY REPORTS:**

1. **South Sound 911**

No representative.

1. **Department of Emergency Management**

Lowell Porter stated the next grant cycle for UASI and HSP is coming. There will be a shorter time frame to submit than last year and need to be thinking ahead that way. WATF1 in communications with FEMA and looking at the end of March next year for a full mobilization exercise to Alaska utilizing the military to transport 70 to 80 people. We don’t have the exact dates or numbers yet. There will also be a joint exercise in southern California.

The 700 mghtz is in the final stages before network certification. They are rapidly approaching having it completed and look to have it up and running in 2nd Quarter of next year. The problems with FLIR have been repaired and are now fully functioning.

1. **Pierce County EMS**

No representative.

1. **Fire Marshal**

No representative.

1. **State Chiefs**

No report.

1. **PS Clean Air Agency**

Dic Gribbon reported we are in the no burn, burn ban times. Any outdoor burning, please forward to them since it is their burn ban in place. There is an outreach program going on right now and every fire district should be visited by an inspector from PSCAA.

1. **PC Fire Commissioners**

Dan Rankin reported Bill Jarmin is retiring and we have appreciated his 35+ years of serviced. Their next meeting is November 21st at 7:00 pm at Browns Point.

1. **Dept. of Natural Resources**

No representative.

1. **Good of the Order**

The January 2nd, 2014 meeting has been moved to January 9th. We still need a meeting location for the June 5th meeting – Key Peninsula volunteered to host the June 5th meeting.

1. **Adjournment**

There being no further business, the meeting adjourned at 1:20 p.m.

Submitted by:

Denise Menge

Recording Secretary

*No Regular Meeting December 5th – Joint Annual Awards Banquet at Tacoma Country & Golf Club.*

*The next Regular Meeting will be January 9, 2014, hosted by Buckley Fire Department.*

2014 Meeting Schedule:

**January 2, 2014 City of Buckley**

February 6, 2014 Graham Fire & Rescue

March 6, 2014 Eatonville Community Center

April 3, 2014 East Pierce Fire & Rescue

May 1, 2014 Orting Valley Fire & Rescue

June 5, 2014 Key Peninsula

July 3, 2014 NO MEETING

August 7, 2014 Browns/Dash Point

September 4, 2014 Central Pierce Fire & Rescue

October 2, 2014 Gig Harbor Fire & Medic One

November 6, 2014 West Pierce Fire & Rescue

December 4, 2014 NO MEETING – ANNUAL BANQUET