



# BALD HILLS FIRE PROTECTION DISTRICT 17

## Minutes of the Regular Meeting of the Board of Fire Commissioners

October 13, 2022

At 1803 hours Commissioner Harry Miller called the meeting to order. Present at Station 27-1: Commissioners Harry Miller and Diana Anaya McMaster, Fire Chief Mark Gregory, Deputy Chief Steven Slater, District Secretary Helen Heywood-Mang, and Lt. Donovan McCartney. Attending remotely: Commissioners Gerald Bickett.

Agenda: Request to amend agenda to add to New Business – State of Emergency, and to District Secretary's Report – Status of SAO Audit. The motion by Commissioner McMaster and seconded to approve the amended agenda was carried unanimously.

Minutes: The minutes of September 8, 2022, were approved by signature.

### FIREFIGHTERS ASSOCIATION REPORT

Monthly meeting – Discussion held.

Cadet Program: Discussion held. The fire commissioners continue to support the program.

### OLD BUSINESS

#### Facilities – Commissioner Miller, POC

Station 17-2: A report was received from MC Squared. Commissioner Miller has contacted the original builder and two other pole-building builders to have a conversation about what it may cost to repair the building. Once we have an idea of the cost a determination can be made as to the appropriate process to follow regarding possible bid or vendor requirements. The insurance company has already provided their assessment and made payment.

#### Public Relations - All

A general discussion was held.

#### Policy Review – Chief's Choice – All

Proposed policies were discussed and action was deferred to the November 10, 2022 meeting.

#### Community Preparedness – All

This item is complete and to be removed from Old Business.

Fire Chief's Evaluation - All

Fire Chief Gregory requests his performance evaluation be held in an open public meeting. The evaluation is discussed and then signed by Commissioner Harry Miller and Fire Chief Mark Gregory.

NEW BUSINESS

Ground Emergency Medical Transportation (GEMT) – District Secretary

District Secretary Heywood-Mang reported on the feasibility of participating in this program. This is a program that provides additional cost reimbursement for the ambulance transport of Medicaid patients.

Based on the feasibility report from Public Consulting Group (PCG) performed at no cost the District could receive an additional \$28,286 for the 12 Medicaid ambulance transports made from July 2021 through June 30, 2022. The fee for preparing the annual cost report required to be submitted to the WA State Health Care Authority (HCA) is based on the number of transports – 1 to 60 transports = \$7,500. The fee invoicing will occur only after HCA "true-up" is completed in full. An administrative fee will also be assessed by HCA based on the number of ambulance transports provided.

Following a discussion, the board approved participation. Fire Chief Gregory signed the participation agreement. The District Secretary will be the point of contact between the fire district and Systems Design West, the ambulance billing contractor, and PCG who complete the necessary cost reporting to HCA.

Declared State of Emergency – All

Resolution #20-3-01 Declared State of Emergency was signed on March 26, 2020 regarding COVID-19 in response to the WA State emergency proclamations.

Governor Inslee has announced that the remaining WA State emergency proclamations will be rescinded by October 31, 2022. Therefore, Resolution #20-3-02 will also be rescinded effective October 31, 2022.

DISTRICT SECRETARY'S REPORT

- Status of SAO three-year audit

The audit process has commenced. Numerous documents have been uploaded to a secure site provided by the SAO. The official SAO Audit Entrance Conference is scheduled for October 20, 2022. The commissioners will receive notice of the conference and their attendance is optional. Notice of a Special Meeting will be posted just in case two or more commissioners decide to attend.

FINANCIAL REPORT – *Balances as of September 30, 2022*

- State of the Petty Cash Account (\$1,250 max): \$1,132.74
- Expense Fund (#6770) \$696,804.73

Approval of Vouchers #10-13-01 - #10-13-021, #456456490 - #456456509 **Total** \$30,089.01

Second voucher transmittal \$412,006.27

Approval of Electronic Funds Transfer Notifications for payment of:



Direct deposit of payroll \$11,049.83

Payroll Taxes: \$6,201.48

Retirement: \$2,042.54

Motion by Commissioner McMaster and seconded to approve the vouchers and electronic funds transfers were carried and the documents signed.

- Reserve Fund (#6773) \$113,729.52
- Suppression Apparatus Fund (#6775) \$90,120.78
- Land and Facilities Fund (#6776) \$15,710.69
- Equipment Replacement (#6777) \$117,946.19

CHIEFS' REPORTS: Oral reports regarding administration, membership, EMS, training, wildland, facilities, apparatus, and equipment, and responses were given by the chiefs.

THURSTON COUNTY FIRE COMMISSIONERS' ASSOCIATION MEETING REPORT – General discussion. Motion by Commissioner McMaster and seconded to give Commissioner Miller her proxy authority for the WFCA Annual Conference is carried unanimously.

PUBLIC COMMENT: None

GOOD OF THE ORDER: None

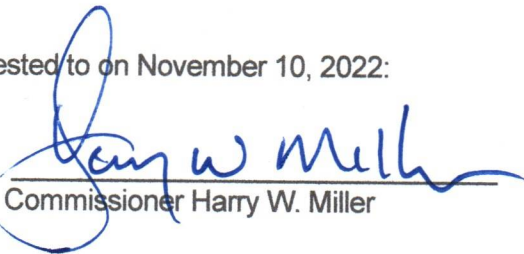
LOCAL BOARD OF VOLUNTEER FIREFIGHTERS MEETING – District Secretary  
No business.

ADJOURNED: A motion by Commissioner McMaster and seconded to adjourn the meeting was carried. The meeting was adjourned at 1954 hours.

The next Regular District Meeting is scheduled for Thursday, November 10, 2022, at 1800 hours. Thurston County Fire Commissioners Association meeting is scheduled for Tuesday, October 18, 2022, at 1800 hours.

Attested to on November 10, 2022:

By:

  
Commissioner Harry W. Miller

By:

  
Commissioner Gerald L. Bickett

By:

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Commissioner Diana Anaya McMaster

By:

  
District Secretary Helen Heywood-Mang