



# BALD HILLS FIRE PROTECTION DISTRICT 17

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

June 8, 2023

At 1806 hours Commissioner Harry Miller called the meeting to order. Present at Station 17-1: Commissioners Harry Miller, Gerald Bickett, Diana McMaster, Fire Chief Mark Gregory, Deputy Chief Steven Slater, District Secretary Helen Heywood-Mang, members Donovan McCartney, Mark Edwards, and David Kleiss-Marvin. Attending virtually: member Robert Torrey. Community members Megan Smith and family also attended.

AGENDA: Request to move New Business to follow the approval of the agenda to accommodate the Smith family is approved. The motion by Commissioner Bickett and seconded to approve the adjusted agenda was carried unanimously.

### NEW BUSINESS

#### Pasture Use Agreement – Expired January 1, 2023.

Megan Smith advised on the progress made in improving the pastures over the term of the previous agreement. She requested that the agreement be continued. Discussion held. Commissioners agree unanimously to extend the pasture use agreement for another 3-year term. The amended agreement to be prepared for signatures.

MINUTES: The motion by Commissioner Bickett and seconded to approve the minutes of May 11, 2023, was carried unanimously.

PUBLIC COMMENT: None

### FIREFIGHTERS ASSOCIATION REPORT:

Monthly meeting: General discussion was held. The summer picnic is scheduled for Sunday, July 23, 2023, at the Residence.

Cadet Program: General discussion was held. The fire commissioners continue to support the program.

### OLD BUSINESS

Facilities – Commissioner Miller, POC  
General discussion held.

Public Relations - All  
Facility Use Agreement:

A discussion was held regarding the use of department facilities by the public. Considering risk mitigation, a motion by Commissioner McMaster and seconded to require the use of the Facility Use Agreement whenever there is a request to use a department facility is carried unanimously. The cadet program and the firefighters' association are exempted because they are affiliated with the department and covered under the department's insurance.

A Facility Use Agreement will be sent to Ms. Melissa Godoy for her meeting being held on July 9, 2023, at 1:00 PM. She will be reminded that there is no parking at the fire station and will need to get approval for parking at the Lacamas Elementary School through the Yelm School District.

Policy Review – Chief's Choice – All  
None.

## DISTRICT SECRETARY'S REPORT

### GEMT:

"The Washington State Health Care Authority has computed the fee for service interim supplemental payment due ... District 17... under the GEMT Program for state fiscal year 2022." The results show the district is due \$56,569.17. Payment will be within 60 days of the date of the invoice. (April 27, 2023). Public Consulting Group is due \$7,500 pursuant to the contract for their work in preparing the report and its submission to the WA HCA.

## FINANCIAL REPORT – *Balances as of May 31, 2023*

- State of the Petty Cash Account (\$1,250 max): \$1,250.00
- Expense Fund (#6770) \$584,356.73

Approval of Vouchers #230601001 - 230601019 **Total** \$50,589.03

Approval of Electronic Funds Transfer Notifications for payment of:

- ✓ Direct deposit of payroll \$11,454.47
- Payroll Taxes: \$3,819.65
- Retirement: \$2,066.51

A motion by Commissioner Bickett and seconded to approve the vouchers and electronic funds transfers was carried and the documents were signed.

- Reserve Fund (#6773) \$114,812.48
- Suppression Apparatus Fund (#6775) \$90,978.95
- Land and Facilities Fund (#6776) \$15,860.30
- Equipment Replacement (#6777) \$119,069.31

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

Chief Gregory requested permission to surplus mobile radios, and associated items that are no longer needed. A motion by Commissioner McMaster and seconded to surplus the mobile radios

and associated items no longer needed is carried unanimously. The district secretary will prepare a resolution for signature.

THURSTON COUNTY FIRE COMMISSIONERS' ASSOCIATION MEETING: General discussion.

GOOD OF THE ORDER: General discussion.

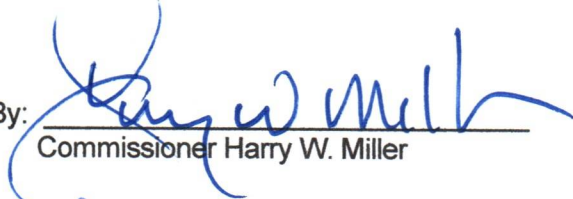
LOCAL BOARD OF VOLUNTEER FIREFIGHTERS MEETING – District Secretary


The invoice voucher for payment for services rendered for W. Hardesty – wrist injuries - was approved. Membership representative David Kleiss-Marvin was present.

ADJOURNED: A motion by Commissioner Bickett and seconded to adjourn the meeting was carried. The meeting was adjourned at 1928 hours.

The next Regular District Meeting is scheduled for Thursday, July 13, 2023, at 1800 hours. Thurston County Fire Commissioners Association meeting is scheduled for Tuesday, June 20, 2023, at 1800 hours.

Attested to on July 13, 2023:

By:   
Commissioner Harry W. Miller

By:   
Commissioner Gerald L. Bickett

By:   
Commissioner Diana Anaya McMaster

By:   
District Secretary Helen Heywood-Mang