



BALD HILLS FIRE PROTECTION DISTRICT 17

Minutes of the Regular Meeting of the Board of Fire Commissioners

November 9, 2023

At 1802 hours Commissioner Harry Miller called the meeting to order. Present at Station 17-1: Commissioners Harry Miller, Gerald Bickett, Diana Anaya McMaster, Fire Chief Mark Gregory, District Secretary Helen Heywood-Mang, members Lt. Donovan McCartney, Lt. David Kleiss-Marvin, Lt. Mark Edwards, Mark Abbott, and David Stanton. Present virtually: member Rob Torrey.

AGENDA: The motion by Commissioner McMaster and seconded to approve the agenda was carried unanimously.

MINUTES: The motion by Commissioner McMaster and seconded to approve the minutes of October 12, 2023, was carried unanimously, and the minutes signed.

PUBLIC COMMENT: None

FIREFIGHTERS ASSOCIATION REPORT:

Monthly meeting: General discussion was held.

Cadet Program: Mark Abbott made a presentation about planned training. General discussion was held. The fire commissioners continue to support the program.

OLD BUSINESS

Facilities – Commissioner Miller, POC
No recent activity.

Public Relations - All
General discussion held.

Policy Review – Chief's Choice – All
Policy 7.3 Respiratory Protection

Discussion held. Motion by Commissioner Bickett and seconded to approve Policy 7.3 was carried.

NEW BUSINESS

Chief's Contract and benefit accruals - All

Benefit accruals was discussed. Consideration and approval of the Chief's new contract is deferred to the December meeting with an executive session.

Potential new hire – All

Discussion held.

2024 Budget review / approval and set public hearing date for final approval – All.

The 2024 budget was discussed. A special meeting for Approval of the 2024 Budget and Tax Levy is set for November 21, 2023, at 1700 hours.

DISTRICT SECRETARY'S REPORT

Annual Health Care Program employer application – All

The annual application was approved by the commissioners and signed by Commissioner Miller.

Letter to DOH removing Ruiz and Slater from our EMS foster – All.

The commissioners approved the letter. It will be sent the end of November.

2024 Authorized signature list – All

The commissioners, the fire chief, and the district secretary signed the form.

FINANCIAL REPORT – Balances as of October 31, 2023

- State of the Petty Cash Account (\$1,250 max): \$1,250.00
- Expense Fund (#6770) \$703,007.99

Approval of Vouchers #231101001 - 231101024 **Total \$48,035.94**

Approval of Electronic Funds Transfer Notifications for payment of:

Direct deposit of payroll \$11,843.92

Payroll Taxes: \$4,175.41

Retirement: \$2,101.17

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) \$115,785.61
- Suppression Apparatus Fund (#6775) \$91,750.08
- Land and Facilities Fund (#6776) \$15,994.73
- Equipment Replacement (#6777) \$120,078.52

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

THURSTON COUNTY FIRE COMMISSIONERS' ASSOCIATION MEETING: General discussion.

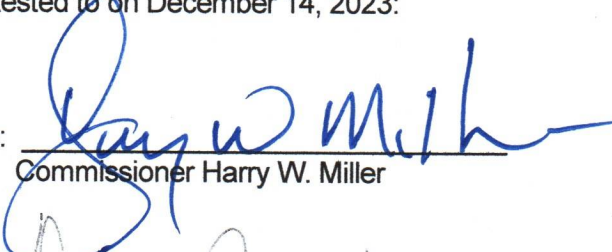
GOOD OF THE ORDER: General discussion.

LOCAL BOARD OF VOLUNTEER FIREFIGHTERS MEETING – District Secretary
Approved Report of Accident - Lu

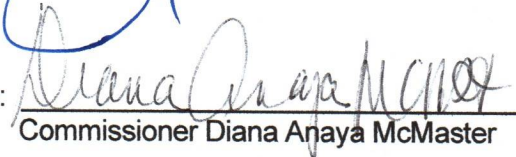
ADJOURNED: A motion by Commissioner Bickett and seconded to adjourn the meeting was carried. The meeting was adjourned at 1958 hours.

The next Regular District Meeting is scheduled for Thursday, December 14, 2023, at 1800 hours. Thurston County Fire Commissioners Association meeting is scheduled for Tuesday, November 21, 2023, at 1800 hours.

Attested to on December 14, 2023:

By: 
Commissioner Harry W. Miller

By: 
Commissioner Gerald L. Bickett

By: 
Commissioner Diana Anaya McMaster

By: 
District Secretary Helen Heywood-Mang