



BALD HILLS FIRE PROTECTION DISTRICT 17

Minutes of the Regular Hybrid Meeting of the

Board of Fire Commissioners

September 12, 2024

At 1807 hours Commissioner Harry Miller called the meeting to order. Present at Station 17-1: Commissioners Harry Miller, Gerald Bickett, Fire Chief Mark Gregory, District Secretary Helen Heywood-Mang, Captain Mark Edwards, and Lt. Donovan McCartney. Attending virtually was Lt. David Kleiss-Marvin. Excused: Commissioner Diana McMaster.

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

MINUTES: The motion by Commissioner Bickett and seconded to approve the minutes of August 8, 2024, was carried, and the minutes were signed.

PUBLIC COMMENT: None

FIREFIGHTERS' ASSOCIATION REPORT:

Monthly meeting: A general discussion was held.

Cadet Program: A general discussion was held.

OLD BUSINESS

Facilities – Commissioner Miller, POC
A general discussion was held.

Public Relations - A general discussion was held.

Policy Review – Chief's Choice – All

Policies discussed:

- #3.5 (Rev 1) Fireground
- #3.5.2 (Rev 1) Structure Fire Size-up
- #4.1 (Rev 1) Procurement
- #4.2 (Rev.1) Competitive Bid
- #7.10 (Rev 1) Pump Operations

The motion by Commissioner Bickett and seconded to approve the policies was carried. Any appendices with specifics will be generated and amended by the Fire Chief as needed.

NEW BUSINESS

None

DISTRICT SECRETARY'S REPORT – Retirement/Replacement

District Secretary Helen Heywood-Mang has given notice that she will retire no later than June 1, 2025, preferably as soon as a replacement is trained.

FINANCIAL REPORT – Thurston County Treasurer's reports with account balances as of July 31, 2024, and August 31, 2024, are not available yet from the county due to a new system installation.

- State of the Petty Cash Account (\$1,250 max): \$1,198.89
- Expense Fund (#6770) Estimate \$659,987.83

Approval of Vouchers #240901001 - 2409010121 = Total \$47,607.57

Approval of Electronic Funds Transfer Notifications for payment of:

Direct deposit of payroll \$14,728.33

Payroll Taxes: \$4,544.76

Retirement: \$2,440.27

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

- Reserve Fund (#6773) Estimate \$117,787.16
- Suppression Apparatus Fund (#6775) Estimate \$93,336.13
- Land and Facilities Fund (#6776) Estimate \$16,271.20
- Equipment Replacement (#6777) Estimate \$122,154.29

CHIEF'S REPORT: An oral report about administration, membership, EMS, training, wildland, apparatus and equipment, responses, and transports was given.

THURSTON COUNTY FIRE COMMISSIONERS' ASSOCIATION MEETING: General discussion.

GOOD OF THE ORDER: General discussion.

LOCAL BOARD OF VOLUNTEER FIREFIGHTERS MEETING – District Secretary
Approved remittance payment for pension/disability – Sarah Dayton.

ADJOURNED: The motion by Commissioner Bickett and seconded to adjourn the meeting was carried. The meeting was adjourned at 1927 hours.

The next Regular District Meeting is scheduled for Thursday, October 10, 2024, at 1800 hours.
Thurston County Fire Commissioners' Association meeting is scheduled for Tuesday, September 17,

2024, at 1800 hours.

Attested to on October 10, 2024.

By:


Commissioner Harry W. Miller

By:


Commissioner Gerald L. Bickett

By:


Commissioner Diana Anaya McMaster

By:


District Secretary Helen Heywood-Mang