



# BALD HILLS FIRE PROTECTION DISTRICT 17

## Minutes of the Regular Hybrid Meeting of the

### Board of Fire Commissioners

November 14, 2024

At 1821 hours Commissioner Harry Miller called the meeting to order. Present at Station 17-1 were Commissioners Harry Miller, Diana McMaster, Gerald Bickett, Fire Chief Mark Gregory, District Secretary Helen Heywood-Mang, Lt. Donovan McCartney, Lt. David Kleiss-Marvin, and Sr. Cadet Advisor Mark Abbott. Virtual attendance by Captain Mark Edwards and member Kurt Hardin.

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

MINUTES: The motion by Commissioner McMaster and seconded to approve the minutes of October 10, 2024, was carried, and the minutes were signed.

PUBLIC COMMENT: None

#### FIREFIGHTERS' ASSOCIATION REPORT:

Monthly meeting - A general discussion was held.

Cadet Program - Sr. Advisor Abbott provided an update on the 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  
None

#### NEW BUSINESS

Wage Adjustment for Captain - Chief

Information was recently discovered regarding a FLSA/MWA Salary Threshold to receive an overtime exemption. It was determined that Captain Edwards salary did not meet the threshold requirement. Fire Chief Gregory and Captain Edwards have discussed the issue and have agreed upon a base wage of \$5,644 a month commencing November 2024, in addition, in December 2024, the Captain shall receive a one-time wage adjustment of \$4,508. The captain's contract will be amended accordingly.

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The motion by Commissioner McMaster and seconded to approve the wage adjustment was carried.

Change of December 2024 monthly meeting date – McMaster

The fall Recruit and EMT academies graduation ceremony is scheduled for Thursday, December 12<sup>th</sup> which is the date of the board's regular meeting. A discussion was held. The motion by Commissioner McMaster and seconded to move the regular meeting date to Friday, December 13<sup>th</sup> at 1800 hours was carried.

2025 Annual Budget and Levy – Chief

The board has received the 2025 proposed budget and levy. The budget was discussed. A public hearing is scheduled November 22, 2024, at 1000 hours. Notice of the special meeting to discuss and act regarding the 2025 Budget and Levy shall be posted.

DISTRICT SECRETARY'S REPORT

None

FINANCIAL

State of the Petty Cash Account (\$1,250 max): \$1,250.00

- Expense Fund (#6770) 969,584.22

Approval of Vouchers #241101001 - 2411010128 = Total \$44,149.59

Approval of Electronic Funds Transfer Notifications for payment of:

Direct deposit of payroll \$15,252.24

Payroll Taxes: \$4,712.34

Retirement: \$2,523.89

- Reserve Fund (#6773) \$118,942.90
- Suppression Apparatus Fund (#6775) \$94,251.95
- Land and Facilities Fund (#6776) \$16,430.85
- Equipment Replacement (#6777) \$123,352.88

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 held.

GOOD OF THE ORDER: General discussion held.

LOCAL BOARD OF VOLUNTEER FIREFIGHTERS MEETING – District Secretary

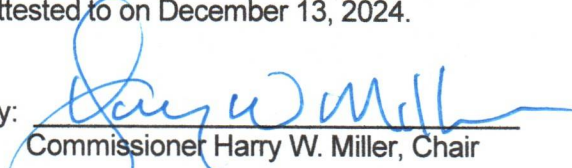
Approved the invoices for payment to Olympia Orthopaedic Assoc for evaluation – Hardesty.

Approved payment of remittance for pension/disability - Ritchie

ADJOURNED: The motion by Commissioner Bickett and seconded to adjourn the meeting was carried. The meeting was adjourned at 1920 hours.

The next Regular District Meeting is scheduled for Friday, December 13, 2024, at 1800 hours. Thurston County Fire Commissioners' Association meeting is scheduled for Tuesday, November 19, 2024, at 1800 hours.

Attested to on December 13, 2024.

By:   
Commissioner Harry W. Miller, Chair

By:   
Commissioner Gerald L. Bickett

By:   
Commissioner Diana Anaya McMaster

By:   
District Secretary Helen Heywood-Mang