



# Bald Hills Fire Protection District 17

## Minutes of the Regular Hybrid Meeting of the

### Board of Fire Commissioners

February 12, 2026

At 1812 hours Commissioner Harry Miller called the meeting to order. Present at Station 17-1 were Commissioners Harry Miller and Gerald Bickett and Commissioner Diana Anaya McMaster, Fire Chief Mark Gregory, District Secretary Amanda Stygar, Captain Mark Edwards and Lieutenant David Kliess-Marvin. Virtual attendance by Rob Torrey and member of the public identified as Sam.

AGENDA: The motion by Commissioner McMaster and seconded by Commissioner Bickett.

MINUTES: The motion by Commissioner McMaster and seconded by Commissioner Bickett to approve the minutes of January 8, 2026 was carried.

PUBLIC COMMENT: None

#### FIREFIGHTERS' ASSOCIATION REPORT:

Monthly meeting - A general discussion was held.

Cadet Program - A general discussion was held. Female advisers are needed for the program. Commissioner Diana McMaster expressed interest in helping in this capacity.

#### OLD BUSINESS

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

Public Relations – A general discussion was held that included a discussion about Cougar Mountain Water Association using our facilities for their annual meeting.

Policy Review – Chief's Choice – All  
Review and acceptance of 1.16 Incident Records. Revision to policy 3.6.1 (EMS Records) and its accompanying Appendix A.

#### NEW BUSINESS

- A. Pasture Agreement – Commissioner Miller stated that the renter's would like to continue renting the pasture and will provide and updated rental agreement.
- B. Commissioner Meeting Policy- A motion was made by Commissioner McMaster and seconded by Commissioner Bickett to approve the increase of monthly meeting payouts to seven meetings per month. The District Secretary will provide a resolution at the next meeting.

## DISTRICT SECRETARY'S REPORT

- A. Vacation Payout- Captain and Chief have exceeded the max carryover of 96 hours per year of vacation and The District Secretary paid out their vacation according to their contracts.
- B. ADA Compliance – The District Secretary contacted Municipal Research and Services Center of Washington (MRSC) regarding ADA compliance and regulations for meeting minutes and agendas on the District's website. MRSC advised the District Secretary on the legal requirements of posting and retaining meeting minutes and agendas on the District's websites. A general discussion was held and follow up is expected as the District continues to move forward on ADA compliance.

## FINANCIAL

State of the Petty Cash Account (\$1,250 max): \$1,100.00

- Expense Fund (#6770) \$311,383.00

Approval of Vouchers #260201001 - 260201028 = Total \$66,542.64

Approval of Electronic Funds Transfer Notifications for payment of:

Direct deposit of payroll \$23,151.58

Payroll Taxes: \$7,658.90

Retirement: \$2,732.23

- Reserve Fund (#6773) \$173,793.09
- Fire Suppression Apparatus Fund (#6775) \$154,761.23
- Land and Facilities Fund (#6776) \$119,701.54
- Equipment Replacement (#6777) \$128,328.58

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

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

**Administration:** Volunteer Fire Assistance Phase 1 Grant through DNR was accepted and awarded.

**Membership:** 1 new member with NREMT certifications. 1 member taking a leave of absence.

**EMS updates:** Surplus ambulance from Medic One is expected to arrive in March. EMSO is taking a leave of absence.

**Apparatus and Equipment:** Decals for our new Tender will be in place soon.

**Training:** 5 members are currently in EMT class. Captain is starting to do some trainings via zoom to provide an opportunity for members to attend without having to be present at the station.

## THURSTON COUNTY FIRE COMMISSIONERS' ASSOCIATION MEETING

General discussion held.

Meeting Minutes – February 12, 2026

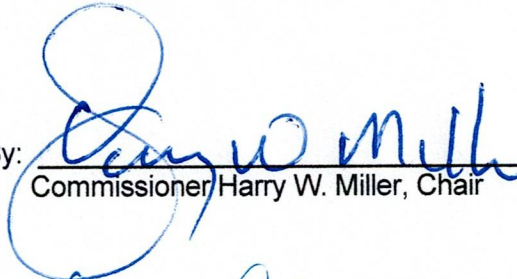
GOOD OF THE ORDER: General discussion held.

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

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

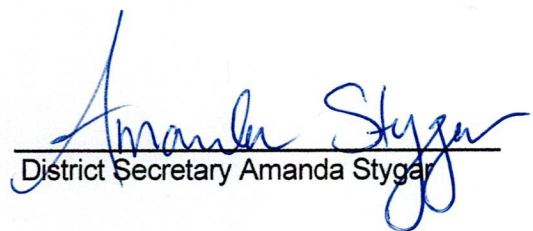
The next Regular District Meeting is scheduled for Thursday, March 12, 2026, at 1800 hours. Thurston County Fire Commissioners' Association meeting is scheduled for Tuesday, March 17, 2025, at 1800 hours.

Attested to March 12, 2026.

By:   
Commissioner Harry W. Miller, Chair

By:   
Commissioner Gerald L. Bickett

By:   
Commissioner Diana Anaya McMaster

By:   
District Secretary Amanda Stygar