**Pierce County Fire Chiefs’ Association**

**Meeting Minutes November 3, 2011**

**Call to Order**

President John McDonald called the Pierce County Fire Chiefs’ Association meeting to order at 11:30 a.m. at Tacoma Fire Department Training Center located at 2124 Marshall Avenue, Tacoma, WA. The following were present:

Dexter Habeck, Eatonville FD Ron Schaub, Steilacoom Public Safety

Mitch Sagers, WPFR Paul Tinsley, WPFR

Jim Sharp, WPFR Dan Rankin, WPFR

Mike Miller, Gig Harrbor FD Steve Nixon, Gig Harbor FD

Keith Wright, CPFR Pat Donovan, CPFR

Judy Murphy, CPFR Gary McVay, PCFD #13

Cliff McCollum, PCFD #13 Tom Lique, PCFD #16

Guy Allen, PCFD #16 Claudia Jones, PCFD #16

Bob Vellias, SPFR Chris Grant, SPFR

Paul Webb, PCFD #18 Gary Franz, GFR

Todd Jensen, GFR Jerry Thorson, EPFR

John McDonald, EPFR Ed Goodlet, EPFR

Jim Jaques, EPFR Garry Olson, PCFD #23

Brian McDonnell, PCDEM Dic Gribbon, PSCAA

Norma Pancake, PCEMS Chuck Frame, DNR

Janice Pacific, DNR Dave Crossen, KCFCA

Denise Menge, Recorder

**Flag Salute**

There was no flag present so there was no flag salute. Tori welcomed everyone to Tacoma Fire Department and apologized that the Chief is not here to welcome everyone. They are currently in the worst budget crisis they have ever experienced as many have seen in the paper. Their share of the 31 million dollar shortfall is around 6 million dollars which equates to around 60 people.

**Approval of Minutes**

It was moved and seconded to approve the October 6, 2011 meeting minutes as presented. MOTION CARRIED.

**Treasurer’s Report**

Treasurer Hale is not present today, however, she sent over the Treasurer’s Report. The account has a balance of $5,757.17 with $7,257.69 in EMS for a grand total of $13,014.86. It was moved and seconded to approve the Treasurer’s report as presented. MOTION CARRIED.

**Correspondence**

None.

President McDonald stated the process has changed for attendance and lunches in order to try to have a more accurate count on who’s attending and who’s paid for lunch, etc. A “Sergeant of Arms” will have the sign in list and will collect the lunch money before you get your lunch.

**Guest Speaker**

Vice President Wright introduced Captain Adam Jackson from CPFR regarding Wellness and Fitness. He presented a powerpoint presentation on the physiological impacts of firefighting. Feel free to contact Capt. Adam Jackson for more information, any questions and/or assistance with putting together a wellness program. His email is: [adjackson@centralpiercefire.org](mailto:adjackson@centralpiercefire.org)

Judy Murphy distributed a copy of a draft rehab program template. It was asked if this is meant to replace what is currently in the Tac Ops Manual? Judy stated if there is a place for it in the manual, then, yes. **Gary Franz will take the draft rehab program template to the Tac Ops Review Committee**.

The Association thanked Capt. Jackson for his presentation.

**Unfinished Business**

1. Lunches / Meeting Time
2. Membership Dues
3. Mission/Vision Statement & By-Laws Review

President McDonald reported these items were discussed at the Executive Board meeting and it was decided to continue what we are doing with regards to lunches and the meeting time. Discussion was held about how to be more accountable for collecting the money for lunches and people signing in for attendance. The E-Board has decided to have a “Sergeant of Arms” who will be collecting the money as well has handling sign ins, etc.

President McDonald reported membership dues were also discussed at the E-Board meeting and they looked at a proposal that Ken Sharp had put together. This has not been finalized as of yet, but looking at doubling the current dues structure as well as adding another level at the higher end of the structure. It would still be based on assessed valuation. This leads into the budget. Some revisions are being looked at and a little more information is needed from the Treasurer (she was on vacation and unable to attend the E-Board meeting). This will be worked on more at the next E-Board meeting and a budget will be presented at the January meeting.

Mitch Sagers and Reggie Romines are working on updating the Mission Statement, Vision Statement and By-Laws. The E-Board also reviewed the goals that were set for 2011 and will go over those at the January meeting as well.

Data Collection and Analysis Committee – Ed Goodlet held a meeting this morning before this meeting to go over what this committee has accomplished. A standard format for reporting data as well as how the data is collected. A template, scope of work and executive summary was sent out to everyone via email. The template will be available on the Chief’s website. **Doug Willis moved and Mitch Sagers seconded to adopt the template created by the Data Collection and Analysis Committee. MOTION CARRIED.** If anyone has any questions or concerns regarding the template, please contact Ed Goodlet.

A reminder for the meeting schedule sign up for 2012.

**New Business**

1. 2012 Budget – discussed earlier in the meeting.

**COMMITTEE REPORTS:**

**Program/Speaker Committee**

VP Wright reported the December is the Banquet. Joe Quinn will be the speaker for the January meeting to discuss impact fees. If anyone has any ideas or suggestions for future speakers, please let him know.

**Audit Committee - DORMANT**

**Banquet/Awards Committee**

Todd Jensen reported that as of yesterday there are four (4) people RSVP’d for the banquet. Please get your RSVPs in. Also, Graham and/or Central Pierce typically provide a Chaplain for the event, if any other agency has a Chaplain and they’re available to attend and provide the invocation, please contact Todd Jensen.

**Nominations Committee**

Doug Willis reported that he along with Bob Vellias, and Reggie Romines recommend the current slate of officers serve another year. The current officers are:

President = John McDonald

Vice President = Keith Wright

Treasurer = Kathy Hale

Trustee 1 = Gary McVay

Trustee 2 = Eric Watson

Secretary = Mitch Sagers

President McDonald stated the floor is open for nominations. There being none, **Jerry Thorson moved and Paul Webb seconded to approve the recommendation from the Nominations Committee as presented.** **MOTION CARRIED**.

**UASI Committee**

No representative present.

**Regional Communications Committee**

Jim Sharp stated there is nothing new to report. Tuesday is election day and will know more then.

**Code Committee**

Nothing to report.

**Emergency Management Committee**

Nothing to report.

**DIVISION REPORTS:**

**EMS**

Judy Murphy reported the revisions to the protocols are close to being done. There will be training in the next couple months. The EMS Council will be providing hard copies and a letter will be coming out soon for agencies to state how many copies they want.

Divert is at an all time low for the 3rd Quarter it was at 0.48% and 3.9% for trauma divert.

**MetroTraining**

No representative present.

**Training – TEW Training/Exercise**

Gary McVay reported they are busy preparing for the upcoming fiscal year. 7 spots have been covered for Blue Card Training, as well as a PXT 201/202 weekend training in April. Fliers are available for a couple of DEM university classes – EMS Evaluator is being offered four times next year as well as Rescue Teams for Active Shooter. The committee has been busy.

**TEW Equipment**

Brian McDonnell reported there are eight (8) items left to purchase. Also, PCHIT did not want the HM Decon equipment mentioned last month.

**OUTSIDE AGENCY REPORTS:**

**American Red Cross**

No representative present.

**Department of Emergency Management**

Brian McDonnell reported there are new strategic goals from FEMA. More information to come regarding these once they are done reviewing them.

**EMS**

Nothing to report.

**Fire Marshal**

No representative present.

**State Chiefs**

Keith Wright reminded everyone of the No Secrets Symposium that is a couple of weeks away. Also, he still has forms for those interested in PAC contributions. The legislative committee met yesterday. Language is being drafted with the lobbyists for the simple majority for EMS and M&O Levies.

Vice President Wright and President McDonald will be attending the State Chiefs Strategic Planning Review in Leavenworth.

**King County Fire Chiefs**

Dave Crossen reported they are gearing up for the EMS Levy which expires next year. It is a county-wide levy including Seattle and the impact is huge. They are looking at a renewal of the existing numbers.

**PS Clean Air Agency**

Dic Gribbon reported the PSCAA was invited to the Washington Fire Commissioners Conference in Spokane and they received a lot of positive kudo’s for the programs and processes they have in place. Just a reminder to forward any illegal outdoor burning issues to him for reimbursement, etc.

**PC Fire Commissioners**

Next meeting is November 17th at Station 50 at 7:00 p.m.

**Dept. of Natural Resources**

Chuck Frame introduced Denise Day and Janice Pacific. The Fire Defense Board recently met. Andy McAfee is the associations’ representative and he attended. They will be looking at what needs to be done with regards to training for wildland, policy, trying to push ALL RISK for the mob plan, etc.

**Good of the Order**

Jim Sharp stated there will be a Fire Comm Oversight Meeting following this meeting.

President McDonald stated there will also be a brief Executive Board Meeting following this meeting.

**Adjournment**

There being no further business, the meeting adjourned at 1:20 p.m.

Recording Secretary Denise Menge

*The next Regular Meeting will be January 5, 2012 at DuPont Fire Department*