

**GRAHAM FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
REGULAR BOARD MEETING  
March 12, 2012**

**CALL TO ORDER**

Commissioner Pierson called the meeting to order at 7:00 p.m.

**Attendance:**

Present: Commissioner Gerald W. Gustafson, Commissioner Verne M. Pierson, Commissioner Robert E. Skaggs, Fire Chief Reggie Romines, Deputy Chief Gary Franz, Assistant Chief Ryan Baskett, Assistant Chief Todd Jensen, Assistant Chief Steve Richards, Public Prevention Education Officer Myra Merdian-Drake and District Secretary Kathy Hale

Absent: Assistant Chief Tom Mason had an excused absence.

Commissioner Pierson led the Pledge of Allegiance and welcomed the audience.

**APPROVAL OF AGENDA:**

**Commissioner Skaggs moved to approve the Agenda as presented.**

**Commissioner Gustafson seconded the motion. Motion carried unanimously.**

**APPROVAL OF THE MINUTES:**

**The minutes of the Regular Board Meeting of February 27, 2012, were approved as presented.**

**CORRESPONDENCE:**

- Letter from Tacoma Power
- Letter from Pierce County Department of Planning and Land Services
- Letter from Washington State Auditor
- Resignation Letter from Volunteer Tyler Newport
- Letter from Boundary Review Board
- Dedication/Open House Announcement for Gig Harbor Fire & Medic One

**FINANCIALS:**

General Payable Vouchers #03001 through #03045 in the amount of \$124,279.68 and Account Transfers in the amount of \$365.27 for a total of \$124,644.95 were presented for approval.

**Commissioner Gustafson moved to accept the payables in the amount of \$124,644.95 after proper auditing. Commissioner Skaggs seconded the motion. Motion carried unanimously.**

**GENERAL ADMINISTRATION:**

**Chief's Report**

Chief Romines reported on the following:

Volunteer Applications. Chief Romines presented six volunteer applications to the Board for their review and approval.

**Commissioner Skaggs moved the approval and membership of the following applicants as volunteers with Graham Fire & Rescue: Ryan Colby; Craig Hill; Edward O’Connell; Jeremy Prater; Stephen Turnbull; Tyler Wynn. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

Captain Job Description. Chief Romines requested Board approval of the Captain Job Description as presented at their last meeting.

**Commissioner Skaggs moved the approval of the Captain Job Description as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

Operating Instruction No. 501, Disciplinary Action. Chief Romines asked for Board approval of revised Operating Instruction No. 501, Disciplinary Action. He explained the revision, which came out of a Labor Management Meeting, places more disciplinary responsibility onto first-line supervisors.

**Commissioner Skaggs moved the approval of Operating Instruction No. 501, Disciplinary Action, as revised. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

Station 21-0. Chief Romines stated at the Board’s last meeting there was discussion regarding starting our four-quarter testing with February’s testing so June’s testing could be the second quarter as opposed to starting the four-quarter testing in June. He explained that typically June is the highest benzene reading, so it would be best to have those test results first to see if they are within normal range and if they are then declare the four-quarter testing started and see if we can go back and pick up February’s testing. If they are not within range, we hold off another year of further testing, thereby saving the cost of two additional quarters of testing. The Board concurred.

RCW 52.14.020. Chief Romines presented an opinion email from Attorney Quinn wherein he states the word “wholly”, as it appears in RCW 52.14.020, would not apply to any fire district as long as core services are covered by volunteers. In other words, our district is defined as a combination district as we have volunteers doing firefighting work. If we only had support services supporting firefighting efforts, then we would be “wholly” career.

Storm Water Fees. Chief Romines requested Board approval to install the storm water collection system. He stated staff had checked and received confirmation from the County that up to an 85% tax credit could be obtained by installing the system. Assistant Chief Richards stated he did not have plans to start installing the system until closer to summer when there is not as much water pushing through the drains.

**Commissioner Skaggs moved the approval of expending up to \$13,000 to clean out and install the storm water collection system. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

Operational Order No. 12-03, Fueling Practices. Chief Romines presented and requested Board approval of revised Operational Order 12-03, Fueling Practices. He explained the changes were made to reflect the use of the Central Pierce Fire & Rescue fueling stations.

**Commissioner Skaggs moved the approval of Operational Order No. 12-03, Fueling Practices, as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

New Light System. Chief Romines informed the Board Pierce County installed a new LED light at Station No. 21-4. He explained we were offered to take part in a pilot program funded by a Federal grant, and wanted to publically thank County Councilor Roger Bush for promoting our agency for this program. The Board also extended their thanks to Councilor Bush.

Daffodil Festival Calendar. Chief Romines informed the Board he gave approval for one of our engines and crew to be photographed with two of the Daffodil Princesses for a calendar fund raiser for the Pierce County Fire Chiefs' Association. He stated the proceeds from sales will be going to the Pierce County Chaplaincy Program.

Operating Instruction No. 602, Uniform Dress Code. Chief Romines presented the Board with a draft revision of Operating Instruction No. 602, Uniform Dress Code, for their review. He stated he will be requesting Board approval at their next meeting.

#### **PPEO Report**

Public Prevention Education Officer Myra Merdian-Drake presented her report to the Board for their review.

#### **NEW BUSINESS**

South Sound 911. Chief Romines explained the South Sound 911 Owner Group is sending a waiver to the FCC requesting a one-year delay in the implementation of the new rules for narrow-banding. All other agencies in Pierce County have been asked to participate in the waiver request. Chief Romines requested Board approval to allow Commissioner Pierson to sign the participation letter on behalf of Graham Fire & Rescue.

**Commissioner Skaggs moved the approval to allow Commissioner Pierson to sign the letter to the FCC requesting a one-year delay in implementing the new rules for narrow-banding. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

Operational Order No. 12-04, Alternative Training Schedule for Volunteers. Chief Romines presented the Board with Operational Order No. 12-04, Alternative Training Schedule for Volunteers, for their review and approval.

Commissioner Skaggs asked if this Order addresses some of the training challenges for the volunteers. Chief Romines answered that it does.

**Commissioner Skaggs moved the approval of Operational Order No. 12-04, Alternative Training Schedule for Volunteers, as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

Seasonal Labor. Chief Romines explained with spring coming there will be numerous outside work projects at the stations; i.e., weed-eating, mowing, bio-swale maintenance. He requested Board approval to hire, at minimum wage, as needed, our residents/volunteers to do this work. He also requested, if there are no residents/volunteers interested in the work, staff could hire from the outside.

**Commissioner Gustafson moved the approval of hiring seasonal labor at minimum wage to do yard maintenance work, with offering the work to our residents/volunteers first. Commissioner Skaggs seconded the motion. Motion carried unanimously.**

## **OTHER BUSINESS**

### **GOOD OF THE ORDER**

Commissioner Skaggs stated this year's legislative session was a huge success for the fire service with the passage of several bills: Simple majority for EMS Levy renewals; seven-member boards; funding for North Bend; special meeting postings. He thanked everyone who helped get this legislation passed.

### **EXECUTIVE SESSION**

None

### **ADJOURNMENT**

**With no further business to come before the Board, the Regular Board Meeting of March 12, 2012, was adjourned at 7:55 p.m.**

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Verne M. Pierson, Commissioner

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Kathy J. Hale, District Secretary