

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
OCTOBER 28, 2013**

CALL TO ORDER

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

Attendance:

Present: Commissioner Robert E. Skaggs, Commissioner Gerald W. Gustafson, Fire Chief Ryan Baskett, Deputy Chief Tony Judd, Assistant Chief Todd Jensen, Public Prevention Education Officer Myra Merdian-Drake and Board Secretary Jodi Reynolds

Absent: Commissioner Verne M. Pierson had an excused absence.

Commissioner Skaggs announced due to Chairman Pierson's absence, he would be acting as Vice Chair.

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

APPROVAL OF THE AGENDA:

Commissioner Gustafson moved to approve the Agenda as amended with a modification to the financials. Commissioner Skaggs seconded the motion. Motion carried unanimously.

PRESENTATION:

Commissioner Skaggs announced that the presentation of Letters of Commendation to the crew members of Engine 91, Medic 95 and Battalion 94 would take place at a later date due to all being out on calls at the present time. He also explained recipient Chris McAfee was unable to attend and her supervisor was present on her behalf.

The Board of Fire Commissioners presented a Special Recognition Award to citizen and Fire Communication Dispatcher Chris McAfee who provided CPR instructions over the telephone to Mr. Brent Green. Thank you, Ms. McAfee, for your invaluable assistance in a critical situation!

The Board of Fire Commissioners presented a Special Recognition Award to citizen Brent Green who provided CPR to an unconscious man until the EMS response crews arrived on the scene. Thank you, Mr. Green, for your quick action and willingness to help!

Fire Chief Baskett expressed his appreciation to Mr. Green and Ms. McAfee, stating the collaboration between citizens, 911 dispatch and EMS personnel is a crucial and necessary part of saving lives. The importance of such a partnership is exemplified by this type of event. Thank you!

APPROVAL OF THE MINUTES:

The minutes of the Regular Board Meeting of October 14, 2013, were approved as presented.

CORRESPONDENCE: None

FINANCIALS:

Payable Vouchers #1170 through #1227 in the amount of \$23,367.08, Payable Checks #16872 through #16904 in the amount of \$301,921.18, Payroll EFT's in the amount of \$382,736.73 and Account Transfer Voucher #2044 in the amount of \$80,052.48, for a total of \$788,077.47, were presented for approval.

Commissioner Gustafson moved to accept the payables in the amount of \$788,077.47, after proper auditing. Commissioner Skaggs seconded the motion. Motion carried unanimously.

GENERAL ADMINISTRATION:

Chief's Report

Chief Baskett reported on the following:

Battalion Chief Clawson is scheduled to return this week from an extended sick leave not work related.

Chief Baskett attended the Pierce County Skills Center dedication last week. He was impressed by the facility and enjoyed the well-attended event.

The Board and Deputy Chief Judd have returned from the State Commissioners' Conference. Deputy Chief Judd expressed the conference was very beneficial as it was his first time attending. Commissioner Skaggs found the attorney seminars highly informative. The topics covered included the Affordable Care Act and the IRS ruling on volunteers and part-time employees. He stated he disagreed with the requirement to count training and call time when calculating hours for volunteers, in order to bring them up to 30 hours. Commissioner Gustafson agreed it was a very informative conference.

Budget. Staff continues to work on finalizing the budget for the next budget meeting in November.

M&O Levy. Chief Baskett has recruited several citizens to serve on the Citizen Advisory Committee and is still looking to add more. He will schedule an orientation meeting for some time next week to review the budget, expectations and objectives for the group. His expectations for the group are as follows:

- A. Appoint a leader or spokesperson to address the Board.
- B. Determine if it makes sense to place an M&O levy on the ballot.
- C. If yes, when should the District run it, based on cost and time necessary to educate the public.
- D. Determine the dollar amount necessary to provide the expected service level.

Commissioner Skaggs requested Chief Baskett also inquire of the group in the chance they should recommend not placing an M&O on the ballot, their reason(s) why not. Chief Baskett concurred.

South Sound 911. The latest newsletter is located in the Board books. Chief Baskett attended a Special Operations Board Meeting on October 25, 2013. He explained the Operation Board is primarily focusing on the facilities plan and is working with the consultant on different options. At the last public Operations Board Meeting several people spoke out stating they believed the Board was going down the wrong path or one different from what was originally proposed. Chief Baskett stated the original vision of SS911 from a fire service perspective was to have all dispatch personnel in a single location and provide them with the necessary equipment. However, once the proposition passed, it became apparent when considering that the police dispatch agency is fairly large and has recordkeeping and permitting needs, in addition to the four fire dispatch agencies to be combined, the total number of employees is 204. Considering the number of employees and budget needs, they now have a public entity with administrative and financial needs. The project has grown much larger than that which was envisioned in the beginning. The Operations Board is considering all available information and will put forth their best recommendation to the Policy Board to meet the objective of this project. Chief Baskett warned this is a slow process.

Commissioner Skaggs asked Chief Baskett if this new agency would be a stand-alone government agency recognized by the State or a division of Pierce County or the City of Lakewood. Chief Baskett replied this had not been determined.

Quarterly Reports.

The run report and Station 96 quarterly reports are in the Board books for review.

Station No. 21-4 Bay Door Damage. The door parts are on back order and will not be in until late November. The cause of the incident will be determined by the service technician once the repair is done.

DIVISIONAL UPDATES: No Divisional Reports at this meeting

NEW BUSINESS

None

OTHER BUSINESS

None

GOOD OF THE ORDER/PUBLIC INPUT

None

EXECUTIVE SESSION

Chief Baskett requested a ten-minute Executive Session under RCW 42.30.140 to adopt a position for collective bargaining, with no business to follow.

Commissioner Skaggs announced a ten-minute Executive Session under RCW 42.30.140 to adopt a position for collective bargaining, with no business to follow. The Executive Session was announced as beginning at 7:30 p.m.

An announcement was made at 7:40 p.m. to extend the Executive Session another ten minutes.

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of October 28, 2013, was adjourned at 7:50 p.m.

Verne M. Pierson, Commissioner

Anthony D. Judd, District Secretary