

**GRAHAM FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
REGULAR BOARD MEETING  
July 28, 2014**

**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, Commissioner Russell T. Barstow, Fire Chief Ryan Baskett, Assistant Chief Steve Richards and Board Secretary Jodi Reynolds

Absent: Deputy Chief Tony Judd had an excused absence.

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

**APPROVAL/MODIFICATION OF THE AGENDA**

**Commissioner Barstow 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 July 14, 2014, were approved as presented.**

**CORRESPONDENCE**

None

**FINANCIALS**

Payables Checks #18075 through #18104 in the amount of \$30,577.34, Payables (Payroll) Checks #18056 through #18074 in the amount of \$276,477.24, Payroll Checks #18044 through #18055 in the amount of \$24,309.75, and Payroll Transfers (EFTs) in the amount of \$445,538.40, for a total of \$776,902.73, were presented for approval.

**Commissioner Gustafson moved to accept the payables in the amount of \$776,902.73, after proper auditing. Commissioner Barstow seconded the motion. Motion carried unanimously.**

**GENERAL ADMINISTRATION**

**Chief's Report**

Chief Baskett greeted the Board and then reported on the following:

The upcoming Pierce County Fair runs from August 7th-10th. Public Prevention and Education Officer Merdian-Drake is making the final arrangements. We look forward to Board presence to visit with our citizens.

With the return of Deputy Chief Judd and the other chiefs from their vacations, Chief Baskett requested to take vacation leave from August 11th-15th and will be out of state (from August 9th-16th).

**Commissioner Barstow moved to approve Fire Chief Baskett's vacation leave request for August 11th-15th. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

M&O Levy. Election Day is next Tuesday. Chief Baskett believes we have done our best to provide as much information as possible and educate the citizens. The backup resolution and explanatory statement will be submitted on August 5th by Deputy Chief Judd.

Commissioner Skaggs stated he wished to commend the Citizen Advisory Group and various associations in the District for their efforts educating the citizenry. Chief Baskett added that Local 726 has also contributed significantly in this effort.

South Sound 911. Chief Baskett had nothing new to report.

Resident/Volunteer Program Rebuilding. Neither Chief Baskett nor Commissioner Gustafson had anything new to report.

SCBA Purchase. The evaluation process for the qualified SCBA proposals has been completed and MSA outscored Scott in all categories considered by the evaluation committee. Chief Baskett referred the Board to the email message from Assistant Chief Richards and the associated evaluation form. Based on the evaluation results, staff is recommending the Board award the bid to Sea Western to purchase the MSA G1 Fire Hawk Self-Contained Breathing Apparatus including the optional pieces recommended during the review process, at a cost of \$539,624.54, which includes Washington State sales tax.

Commissioner Skaggs stated a request was before the Board and asked if the Board members had any questions. Commissioner Barstow said he did not, and considering the compatibility with the surrounding agencies, good warranty and relationship with Sea Western, his personal experience with MSA SCBA's, and the preference of our personnel who will actually be using the SCBA's, he is in favor of making the award as recommended.

Commissioner Gustafson asked Assistant Chief Richards if the MSA G1 SCBA's are certified yet. Assistant Chief Richards responded no, and explained the approval process. Due to a flaw in the testing process, all manufactures had to resubmit their packs. The MSA G1 is still being re-tested, with testing expected to be complete by the end of August. He added the proposal documents state the packs must be certified in order for us to purchase them and take delivery. The factory is expecting to have them ready for delivery during the fourth quarter.

Commissioner Gustafson also expressed his concern whether the MSA three-foot hose would be long enough, while Scott has a six-foot hose. Assistant Chief Richards responded it would and explained the difference between Scott and MSA in this regard. Scott has a "buddy breather" hose which connects to a partner's pack and you have to stay together. MSA has a quick-fill, or trans-fill, which you can connect to your partner, bleed his pack down 50%, equalize and disconnect. He stated we also have a separate RIT bag. Commissioner Gustafson stated he preferred Scott in this regard.

Commissioner Gustafson stated he has spoken with a Renton Firefighter whose agency uses Scott SCBA's, as does Seattle, Bellevue and Boeing in our District. He asked Assistant Chief Richards how many extra MSA packs are recommended we have on hand as replacements. He is requesting to purchase 80 total, which includes replacements and allows for future growth. Commissioner Gustafson said Renton Fire has only one extra Scott unit and that Scott guarantees this is adequate, according to his source. Further discussion regarding the associated warranties ensued.

Commissioner Skaggs reiterated the results of the evaluation process significantly favored MSA over Scott, with an overall score of 619 MSA vs. 440 Scott. He offered the option of voting with a condition the units must be certified prior to purchase.

Commissioner Gustafson stated he cannot vote for anything which is not yet certified.

Chief Baskett stated the Board can still vote tonight if the Request for Proposal is written in a certain way. Chief Baskett requested a short recess to obtain the Request for Proposal document from his office.

Commissioner Skaggs announced a brief recess at 7:21 p.m. He reconvened the meeting at 7:26 p.m.

Commissioner Skaggs asked Assistant Chief Richards if the Board does not vote tonight, will the price change. Assistant Chief Richards replied he did not think so.

Chief Baskett quickly reviewed the Request for Proposal verbiage and stated according to the document, the proposed SCBA will meet NFPA 1981, 2013 edition standards, but the document did not require certification prior to proposal submission. Chief Baskett recommended to the Board should they choose not to approve the award tonight, they wait until the certification process is complete and follow the recommendation of our evaluation committee and not move away from what they want without a valid reason. Commissioner Skaggs concurred.

**Commissioner Barstow moved to award the bid to Sea Western in the amount of \$539,624.54, including Washington State sales tax, for the purchase of MSA G1 Fire Hawk Self-Contained Breathing Apparatus including the optional pieces recommended during the review process, contingent upon the equipment receiving NFPA certification, with the funds coming from the General Obligation Bond Fund. Commissioner Gustafson stated he could not second the motion because the equipment was not certified. Commissioner Skaggs passed the gavel to Commissioner Gustafson. Commissioner Skaggs seconded the motion. Commissioners Barstow and Skaggs: Yes. Commissioner Gustafson: No. Motion carried by a majority.**

Commissioner Gustafson thanked the evaluation committee and Assistant Chief Richards for their efforts.

Station No. 21-0. The initial market analysis on the property came back relatively low, less than \$100,000, and Chief Baskett recommended the Board not take any action at this time. He is hopeful the value will increase in the next couple of years. The Board concurred.

Quarterly and Annual Reports. Chief Baskett referred to the reports provided to the Board and noted Station No. 21-6 is now empty the majority of the time.

Joint Impact Fee Committee. Chief Baskett informed the Board there was some confusion among the participating agencies as to the submission requirements for the end of July deadline. After some clarification by Fire Marshal Warner Webb, it appears rather than format changes, they are requesting language changes. The Pierce County Fire Chiefs and Commissioners Associations have approved contracting Attorney Quinn to lead this effort, and Chief Baskett contacted Attorney Quinn and requested he move forward. The plan is to submit Gig Harbor's Capital Facilities Plan and the language changes to Pierce County to hold our place. We and the other agencies will submit our plans to Attorney Quinn by the end of August to be submitted all together to the county at a later date.

**NEW BUSINESS**

None

**OTHER BUSINESS**

None

**GOOD OF THE ORDER/PUBLIC INPUT**

None

**EXECUTIVE SESSION**

Chief Baskett requested a five-minute Executive Session under RCW 42.30.110 (1) (f) to receive and evaluate complaints/charges against a public employee, with no business to follow.

**Commissioner Skaggs announced a five-minute Executive Session under RCW 42.30.110 (1) (f) to receive and evaluate complaints/charges against a public employee, with no business to follow. The Executive Session was announced as beginning at 7:40 p.m.**

**ADJOURNMENT**

**With no further business to come before the Board, the Regular Board Meeting of July 28, 2014, was adjourned at 7:45 p.m.**

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Robert E. Skaggs, Commissioner

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Ryan Baskett, Fire Chief