

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
June 8, 2015**

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, Deputy Chief Tony Judd, and Board Secretary Jodi Reynolds

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 Special Board Meeting of May 26, 2015, were approved as presented.

CORRESPONDENCE

Certificate of Appreciation and Thank You Note from Silver Creek Events Coordinator Bates Firefighter Recruit Academy Graduation Announcement – Chief Baskett and Commissioners Gustafson and Barstow stated they planned to attend.
Pierce Co. Fire Prevention Bureau Monthly Report for May 2015

FINANCIALS

Payables Checks #19366 through #19403 in the amount of \$45,185.08, and a Transfer (EFT) in the amount of \$1,131.45 for a total of \$46,316.53, were presented for approval.

Commissioner Barstow moved to accept the payables in the amount of \$46,316.53, after proper auditing. Commissioner Gustafson seconded the motion. Motion carried unanimously.

GENERAL ADMINISTRATION

Chief's Report

Fire Chief Baskett greeted the Board and audience members and then reported on the following:

Public Prevention Education Officer Merdian-Drake has secured the Gem Heights Community Center located in the valley below Station 21-1 for the Department picnic. The picnic will take place on Sunday, July 26th, and will be a fun family-oriented event.

An employee was involved in a backing accident during a routine assignment damaging the headlight of a citizen's vehicle. Battalion Chief Espinosa is handling the situation and has contacted the citizen to take full responsibility for the incident and to assure their needs are met.

On April 19th of this year a man's life was saved as a result of excellent work by our members along with Citizen Aaron Cox. The Department will recognize Mr. Cox at a presentation during the June 22nd Board of Commissioners meeting. In attendance will be the patient and his family, and Mr. Cox and his family. Chief Baskett commended the first arriving crew including Lieutenant Guthrie, Fire Fighter Cantu and the rest of A-shift for their outstanding work. He pointed out fortunately Station 21-6 was open for response and due to the close proximity to the incident, the first crew was on scene in approximately 2 ½ minutes. Commissioner Skaggs requested staff provide him with the information for the certificate to be presented to Mr. Cox.

South Sound 911. Chief Baskett informed the Board South Sound 911 will not pursue the purchase of the once preferred site at the 2100 block of Mildred. They have deemed the site cost-prohibitive amid concerns about fill soil contamination and potential stability issues. Chief Baskett provided the Board a press release from Executive Director Neiditz, and explained they are now considering the secondary site while searching for additional sites.

ARL Zoning. Chief Baskett reported the progress made by the Pierce County Chiefs Association to gain the unanimous support of the Planning Commission in opposition to the zoning change appears to have diminished. The latest recommendation reduces the total number of acres for rezoning to 31,000 which represents a decrease for our District, and increase for East Pierce Fire & Rescue and no change for South Pierce Fire & Rescue. He stated that a study still has not been done and the process is deceiving and flawed as dates and agendas for public meetings continue to change. Chief Baskett referred the Board to the letter in their books from the Pierce County Chiefs Association to the Pierce County Council members expressing its opposition to the current process. He explained because he was unable to attend the meeting tonight at 5:00 pm in Gig Harbor, he requested Attorney Joe Quinn attend and speak on the District's behalf. He added that Chief Vellias and Chief Thorson also attended the meeting.

Grants. Chief Baskett informed the Board the District received a TEW Grant to replace the command vehicle. He thanked Assistant Chief Mason for preparing the grant. He explained the Battalion Chiefs, Assistant Chief Jensen and Assistant Chief Richards are currently researching state vehicles to replace the command vehicle.

Policy Review. Chief Baskett requested the Board approve the elimination of Operating Instruction 325 – Ambulance Restocking due to it being outdated and because Operating Instruction 323 covers the need to restock apparatus and fire station aid kits.

Commissioner Gustafson moved the elimination of Operating Instruction 325 – Ambulance Restocking, because Operating Instruction 323 covers restocking apparatus and fire station aid kits. Commissioner Barstow seconded the motion. Motion carried unanimously.

Department Donations. Chief Baskett informed the Board a citizen stopped by recently and donated \$400 to the Fire Department to thank us for responding to his emergency situation. Chief Baskett explained in the past donations went to the Graham Fire Volunteer Association for Department events. He asked the Board members if they had a preference as to whether future donations go to the District or the Volunteer Association. Discussion ensued. Chief Baskett explained the donation was a \$400 check written to the Fire Department that was deposited into the general account. Deputy Chief Judd explained if the Board wishes the donation to go to the Association, we can write a check to them. The Board requested the \$400 donation go to the Volunteer Association and asked staff to contact the citizen to inform him.

State Auditor Financial Report. Chief Baskett reported to the Board that Deputy Chief Judd submitted the Washington State Auditor's 2014 fiscal year end report and it is complete. He commended Deputy Chief Judd for his work.

Commissioner Skaggs requested an update on the WSRB Rerate process. Deputy Chief Judd stated he is still waiting on the water companies to respond.

NEW BUSINESS

None

OTHER BUSINESS

Chief Baskett told the Board that Trista White, our part-time employee, has given her two-week notice and her last day will be June 17th. Staff will develop a plan to replace her position.

Chief Baskett reported to the Board an employee's personal vehicle was burglarized outside a South Hill establishment last week following the academy graduation ceremony. Several Department-issued items were stolen. The employee filed a police report and staff deactivated his fire station access card.

Chief Baskett informed the Board the Pierce County Fire Chiefs have finalized and approved the changes to the mutual aid agreement. He distributed copies to the Board members and requested they review it over the next two weeks. He explained the signature page was not included in this draft, but would be available by the next Board meeting.

Chief Baskett stated Assistant Chief Richards has determined the old Jaguar commercial lawn mower no longer meets the Department's needs; it continues to break down and parts are no longer available. He is requesting we purchase a new mower and has obtained three bids. He recommends the John Deere Z920 from Washington Tractor at the state contract price of approximately \$8,500. Chief Baskett recommended the Board authorize the purchase and expend a portion of the \$204,000 remaining in the Equipment and Facilities Bond Fund following the purchase of the SCBA's.

Commissioner Barstow moved to approve the purchase of a John Deere Z920 lawn mower from Washington Tractor for a cost of \$8,372.42 with funds expended from the Bond Fund. Commissioner Gustafson seconded the motion.

Discussion was held on the motion. Commissioner Skaggs inquired of Commissioners Gustafson and Barstow if they were in agreement that the money for the purchase of the lawn mower would come from the Bond Fund. Discussion ensued. The Board concluded they would prefer the funds come from the Contingency Fund line account, rather than the Bond Fund.

Commissioner Gustafson withdrew his second. Commissioner Barstow withdrew his motion.

Commissioner Gustafson moved to approve the purchase of a John Deere Z920 commercial lawn mower from Washington Tractor at the state contract price of \$8,372.42, with funds expended from the Commissioners' Contingency Fund line account no. 522.10.49.099. Commissioner Barstow seconded the motion. Motion carried unanimously.

Chief Baskett requested approval from the Board to take vacation leave out of state from June 11th to June 16th.

Commissioner Barstow moved to grant Chief Baskett's request for vacation leave from June 11th to June 16th. Commissioner Gustafson seconded the motion. Motion carried unanimously.

GOOD OF THE ORDER/PUBLIC INPUT

Commissioner Skaggs reported the classes at the state Commissioners Association conference he and Commissioner Gustafson attended in Chelan last week were very interesting. Much of the content focused on social media. Other topics included hiring, firing, promotions and policy changes.

Citizen John Seidl addressed the citizen donations issue discussed earlier and expressed that he personally would not be concerned about which entity received the donation; rather, he would just want to show his appreciation with a donation.

Chief Baskett showed the Board the latest edition of the Bethel Pride publication which featured an article and photo of him and the principal. He explained the piece recognized Graham Fire & Rescue's recognition of Graham-Kapowsin High School for their emergency preparedness.

EXECUTIVE SESSION

Chief Baskett requested a 20-minute Executive Session under RCW 42.30.140 to adopt a position for collective bargaining, with possible business to follow, and a 10-minute Executive Session under RCW 42.30.140 to adopt a position for a grievance response, with no business to follow.

Commissioner Skaggs announced a 20-minute Executive Session under RCW 42.30.140 to adopt a position for collective bargaining, with possible business to follow, and a 10-minute Executive Session under RCW 42.30.140 to adopt a position for a grievance response, with no business to follow.

Commissioner Skaggs announced a recess at 7:32 p.m.

The Executive Session was announced as beginning at 7:34 p.m.

An announcement was made at 8:04 p.m. to extend the Executive Session another 15 minutes.

Commissioner Skaggs reconvened the Regular Board Meeting at 8:21 p.m. He explained that during Executive Session Chief Baskett presented the Board with a contract between the District and the IAFF Local No. 726 Chiefs' Bargaining Unit for 2015–2017.

Commissioner Skaggs asked Chief Baskett if he had any comments he wished to make. Chief Baskett responded he considered it a fair contract and both the Bargaining Unit and management had worked to come up with an equitable solution. He stated it is a three-year contract and recommended Board approval.

Commissioner Barstow moved the approval of the 2015-2017 Agreement between the District and the IAFF Local No. 726 Chiefs' Bargaining Unit, as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of June 8, 2015, was adjourned at 8:24 p.m.

Robert E. Skaggs, Commissioner

Anthony D. Judd, District Secretary