

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
SPECIAL BOARD MEETING
JULY 25, 2018**

CALL TO ORDER

Commissioner Portmann called the meeting to order at 5:05 p.m.

Attendance:

Present: Commissioner Ryan Portmann, Commissioner Gerald W. Gustafson, Commissioner Russell T. Barstow, Commissioner Adam G. Rosenlund, Commissioner Gina Blanchard-Reed, Fire Chief Pat Dale, Deputy Chief Tony Judd and Board Secretary Jodi Reynolds

Absent: Deputy Chief Oscar Espinosa had an excused absence.

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

Commissioner Portmann reported we lost two first responders this last week: Orting Valley Fire & Rescue Captain Art Vazquez and Kent Police Officer Diego Moreno. He asked everyone to observe a moment of silence in their honor. After the moment of silence concluded, he said, "Gone, but not forgotten, Captain Vazquez and Officer Moreno. Thank you for your service."

APPROVAL/MODIFICATION OF THE AGENDA

Commissioner Blanchard-Reed moved to approve the Agenda as presented. Commissioner Rosenlund seconded the motion. Motion carried unanimously.

APPROVAL OF CONSENT AGENDA

Approval of Regular Board Meeting Minutes of July 11, 2018

Approval of Financial Documentation:

Payables: Checks #24753 through #24823 =	\$74,997.64
Payables (Payroll): Checks #24738 through #24752 =	\$391,268.03
Payroll: Checks #24730 through #24737 =	\$13,616.99
Payroll Transfers (EFTs) =	<u>\$684,498.27</u>
TOTAL:	<u>\$1,164,380.93</u>

Commissioner Rosenlund moved to approve the Consent Agenda in the amount of \$1,164,380.93 after proper audit. Commissioner Gustafson seconded the motion. Motion carried unanimously.

CORRESPONDENCE

None

GENERAL ADMINISTRATION

Fire Chief's Report

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

Several new Members have arrived on shift including five Career Firefighters, one of whom is temporary, and nine Resident Volunteer Firefighters.

Marcus Edmunds of the IT Division has resigned his position with the Department to pursue a different career venture.

As stated by Chair Portmann earlier, our thoughts and prayers go out to the family of deceased Orting Valley Fire & Rescue (OVF&R) member Art Vazquez. We continue to provide support to OVF&R with their daily operations. Our Peer Support Team, along with teams from East Pierce Fire & Rescue and Central Pierce Fire & Rescue, has been very busy. Additionally, we continue to provide suppression/EMS staffing, administrative support and Public Information Officer assistance.

Fire Chief Dale stated that staff has the following questions for the Board:

- 1) Do any of the Board members plan on attending the WFCA Annual Conference October 25-27 in Yakima? Commissioners Blanchard-Reed, Rosenlund and Gustafson stated they planned to attend. Commissioner Gustafson reminded them the Snure Seminar is taking place on the 24th, so one of the Board members should plan to attend. He stated he would be going over on Tuesday, the 23rd. Commissioner Rosenlund pointed out that a Regular Board Meeting is scheduled for October 24th, so they may need to consider rescheduling that meeting if a majority of the Board plans to attend the conference in Yakima. Deputy Chief Judd inquired of Commissioner Barstow if he planned to attend the conference, and he responded he should be able to if there is not a conflict with the October 24th Board Meeting.
- 2) Do any of the Board members plan on attending the NAEFO Annual Conference September 17-18 in Las Vegas? Commissioner Gustafson stated he should attend because he is a NAEFO Board member. Deputy Chief Judd asked that he notify staff once he decides. The remaining Board members stated they would be unable to attend.

STANDING COMMITTEES

Budget, Finance and Audit – No report.

Policy and Procedure – No report.

Mergers/Consolidations – No report.

Joint Labor/Management – No report.

Strategic Leadership Plan – No report. (Planning session upcoming under New Business.)

Legislative Affairs – No report.

UNFINISHED BUSINESS

None

NEW BUSINESS

Strategic Planning Session with Doug Mah

Commissioner Portmann explained this portion of the meeting would take place on the other side of the room which is arranged “retreat” style. Fire Chief Dale invited the audience members to observe the discussion. The Board, staff and audience members moved to the other side of the room.

Consultant Doug Mah explained he would present the Board with some questions to evoke discussion and identify their perception of the Department’s strengths, weaknesses,

opportunities and threats (S.W.O.T.). He said this session is about information gathering, and no decisions will be made tonight. Discussion ensued. Upon conclusion, everyone moved back to the other side of the room to proceed with the remaining Agenda items.

PUBLIC COMMENTS

None

COMMISSIONER COMMENTS

Commissioner Gustafson stated that in years past, the Board members attending the WFCAs Annual Conference have taken the Fire Chief, sometimes the Assistant Chief, and main Secretary with them. In the past few years, the Chief did not go due to prior commitments, but that is what they have done for the past 20-some years he has been a Commissioner. There is much going on and some good classes offered at the conference, and he would like to see Chief Dale there. Fire Chief Dale acknowledged his request.

Commissioner Portmann expressed that this past week has been a difficult one for the District. He appreciates the way the Command Staff stepped up in light of the incident involving the Orting Fire Captain and the house fire in South Pierce's district, and the support given to these Districts. He thanked Chief Dale and staff for making this happen and for the follow-up support given. Chief Dale responded he would pass this on.

Commissioner Rosenlund stated he concurred with Commissioner Portmann's remarks and added that times like these remind us that we are one big family, and we need to take care of each other.

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business to come before the Board, the Special Board Meeting of July 25, 2018, was adjourned at 6:44 p.m.

Ryan Portmann, Commissioner

Anthony D. Judd, District Secretary