

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
JUNE 13, 2018**

CALL TO ORDER

Commissioner Portmann called the meeting to order at 6:30 p.m.

Attendance:

Present: Commissioner Gerald W. Gustafson, Commissioner Russell T. Barstow, Commissioner Adam G. Rosenlund (by phone), Deputy Chief Tony Judd, Deputy Chief Oscar Espinosa and Board Secretary Jodi Reynolds

Absent: Fire Chief Pat Dale and Commissioner Gina Blanchard-Reed had excused absences.

Commissioner Portmann 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 CONSENT AGENDA

Approval of Regular Board Meeting Minutes of May 23, 2018
Approval of Training Captain Job Description
Approval of Human Resources Manager Job Description
Approval of Resolution No. 902 – Surplus of Personal Protective Equipment
Approval of Resolution No. 903 – Surplus of Stryker Gurney
Approval of Financial Documentation:

Payables: Checks #24534 through #24595 =	\$78,489.90
Payroll Transfer (EFT) =	<u>\$1,003.65</u>
TOTAL:	<u>\$79,493.55</u>

Commissioner Barstow moved to approve the Consent Agenda in the amount of \$79,493.55 after proper audit. Commissioner Gustafson seconded the motion. Motion carried unanimously.

PRESENTATION

Resolution No. 904 - Promotion of Andrew Kolibas to Captain.
Board Secretary Jodi Reynolds read Resolution No. 904, Promotion of Andrew Kolibas to Captain, into the record.

Commissioner Barstow moved the approval of Resolution No. 904, Promotion of Andrew Kolibas to Captain, as written. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Oath of Service. Deputy Chief Espinosa administered the Oath of Service for Captain to Andrew Kolibas.

Mrs. Kolibas pinned his badge on him. The Board members then presented Captain Kolibas with his Certificate of Promotion and congratulated him. The audience members were invited to take pictures.

Resolution No. 905 - Promotion of Travis Harris to Lieutenant.

Board Secretary Jodi Reynolds read Resolution No. 905, Promotion of Travis Harris to Lieutenant, into the record.

Commissioner Barstow moved the approval of Resolution No. 905, promotion of Travis Harris to Lieutenant, as written. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Oath of Service. Deputy Chief Espinosa administered the Oath of Service for Lieutenant to Travis Harris.

Mrs. Harris pinned his badge on him. The Board members then presented Lieutenant Harris with his Certificate of Promotion and congratulated him. The audience members were invited to take pictures.

Commissioner Portmann announced a 10-minute recess at 6:41 p.m.

Commissioner Portmann reconvened the Regular Board Meeting at 6:51.

CORRESPONDENCE

Pierce County Fire Prevention Bureau Monthly Report for May 2018

GENERAL ADMINISTRATION

Fire Chief's Report

In Fire Chief Dale's absence, Deputy Chief Espinosa greeted the Board and audience members and then reported on the following:

The Career Academy Graduation is scheduled for Monday, June 18th at Bates Technical College at 7:00 p.m. We have received feedback that our members are doing quite well. He recommends attendees arrive early as the venue is small and fills up quickly.

The joint Graham Fire & Rescue/Bates Technical College Volunteer Recruit Academy is scheduled for Tuesday, June 26th at Graham Fire Headquarters Station No. 21-4, beginning at 6:30 p.m.

The Department will be participating in the Eatonville 4th of July parade. Staff will email the meeting time and location to the Board members. Please let staff know if you would like to attend.

STANDING COMMITTEES

Budget, Finance and Audit – No report.

Policy and Procedure – Commissioner Rosenlund reported the committee anticipates having two policies prepared for first reading at the next meeting.

Mergers/Consolidations – No report.

Joint Labor/Management – No report.

Strategic Leadership Plan – No report.
Legislative Affairs – No report.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENTS

Citizen Carolyn Benum commented she is glad to be here for the promotions. Commissioner Portmann concurred.

COMMISSIONER COMMENTS

None

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of June 13, 2018, was adjourned at 6:56 p.m.

Ryan Portmann, Commissioner

Anthony D. Judd, District Secretary