

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
March 28, 2018**

CALL TO ORDER

Commissioner Portmann called the meeting to order at 6:45 p.m.

Attendance:

Present: Commissioner Ryan Portmann, Commissioner Gerald W. Gustafson, Commissioner Adam G. Rosenlund (by phone), Commissioner Gina Blanchard-Reed, Fire Chief Pat Dale, Deputy Chief Tony Judd, Deputy Chief Oscar Espinosa and Board Secretary Jodi Reynolds

Absent: Commissioner Russell T. Barstow had an excused absence.

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

APPROVAL/MODIFICATION OF THE AGENDA

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

APPROVAL OF CONSENT AGENDA

Approval of Regular Board Meeting Minutes of March 14, 2018

Policy 101 – Policy Manual

Policy 204 – Liability Claims

Policy 212 – Board of Fire Commissioners and Fire Chief Relations

Approval of Financial Documentation:

Payables: Checks #24191 through #24245 =	\$111,721.91
Payables (Payroll): Checks #24175 through #24190 =	\$519,739.65
Payroll: Checks #24167 through #24174 =	\$15,565.83
Payroll Transfers (EFTs) =	\$681,918.27
Transfer (EFT) =	<u>\$203.53</u>

TOTAL: \$1,329,149.19

Commissioner Blanchard-Reed moved to approve the Consent Agenda in the amount of \$1,329,149.19 after proper audit. Commissioner Rosenlund seconded the motion. Motion carried unanimously.

CORRESPONDENCE

Memorandum from Enduris Re: Enduris Board of Directors Election – Deputy Chief Judd explained Enduris, our insurance company, is a public agency with a Board of Directors comprised of individuals from its member agencies. We can run for the office of Director for the Board at Enduris. They have individuals in those roles currently who are willing to carry on, but Deputy Judd just wanted to inform the Board of the opportunity. Commissioner Portmann asked if there is a process for pursuing this and Deputy Chief Judd responded it is outlined in the letter.

GENERAL ADMINISTRATION
Fire Chief's Report

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

The Board is invited to attend and participate in the Daffodil Parade on Saturday, April 7th.

Chief Dale provided the Board with an update on the entry level hiring process. We planned on sending nine new hires to the Academy which starts June 2nd, but now we are down to five, losing four in the process. Commissioner Gustafson asked Chief Dale the reason for this. Chief Dale responded the individuals were screened out in our process.

STANDING COMMITTEES

Budget, Finance and Audit – No report.

Policy and Procedure – Commissioner Blanchard-Reed explained Deputy Chief Judd was handing out Policy 214 – Board of Fire Commissioner Meetings and the associated Procedure, for their two-week review.

Mergers/Consolidations – No report. Commissioner Portmann asked Commissioner Gustafson if he wanted to make this item dormant until there is some business to discuss. Commissioner Gustafson responded he would like it kept on the Agenda.

Joint Labor/Management – No report.

Strategic Leadership Plan – Commissioner Rosenlund reported an interview is scheduled for April 16th with one of the vendors.

Legislative Affairs – No report.

UNFINISHED BUSINESS

None

NEW BUSINESS

Resolution No. 899 – Certified Chiefs Eligibility List.

Chief Dale explained this agenda item is motion to approve tonight. The testing process for Battalion Chief has concluded, ending with the Chief's interview today.

Board Secretary Jodi Reynolds read Resolution No. 899, Certified Chiefs Eligibility List, into the record.

Commissioner Rosenlund moved the approval of Resolution No. 899, Certified Chiefs Eligibility List, as written. Commissioner Gustafson seconded the motion. Motion carried unanimously.

PUBLIC COMMENTS

None

COMMISSIONER COMMENTS

None

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of March 28, 2018, was adjourned at 6:53 p.m.

Ryan Portmann, Commissioner

Anthony D. Judd, District Secretary