

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

CALL TO ORDER

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

Attendance:

Present: Commissioner Ryan Portmann, Commissioner Gerald W. Gustafson, Commissioner Adam G. Rosenlund, Commissioner Gina Blanchard-Reed (arrived late), 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 Blanchard-Reed was running late, but would be arriving shortly.

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

Commissioner Portmann called for a moment of silence to honor two soldiers from Joint Base Lewis-McChord who lost their lives in Afghanistan this past week.

APPROVAL/MODIFICATION OF THE AGENDA

Commissioner Rosenlund 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 November 14, 2018

Approval of Financial Documentation:

Payables: Checks #25346 through #25413 =	\$106,350.52
Payables (Payroll): Checks #25425 through #25439 =	\$460,827.50
Payroll: Checks #25414 through #25424 =	\$23,185.54
Payroll Transfers (EFTs) =	<u>\$1,031,120.01</u>
TOTAL:	<u>\$1,621,483.57</u>

Commissioner Rosenlund moved to approve the Consent Agenda in the amount of \$1,621,483.57 after proper audit. Commissioner Gustafson seconded the motion. Motion carried unanimously.

CORRESPONDENCE

Commissioner Rosenlund stated the Department received a letter from a person we transported who was very pleased with their care. The crew was from Station 96. Thank you and good job Station 96!

GENERAL ADMINISTRATION

Fire Chief's Report

Chief Dale welcomed the Board and audience members and reported on the following:

Santa Saturday Event. This will take place December 1st at Station 91 from 9:00 a.m. to 11:00 a.m. with Santa arriving at 10:00 a.m. RSVPs are appreciated by email to Glenn Barcus or Myra Merdian-Drake.

Recruit Academy Graduation. Four recruits graduated last night from the 11-week academy. The graduates' names are Tyler Allwine, Adam Korby, Maxwell Thompson and Joseph Tigli. Approximately 26 people graduated from this academy. He noted Commissioner Blanchard-Reed was in attendance and participated in the badge pinning and presentation of Department coins and certificates. Maxwell Thompson was part of the Chief's Company; one of five recruits chosen by the instructors for outstanding performance. Joseph Tigley was voted class speaker and gave a speech during the ceremony. Chief Dale reflected on what a special time this is in their lives as they begin their fire service careers. This is also a special time in our Department as we welcome them into our family. It is wonderful!

Citizen Bob Benum asked when the four recruits start here. Chief Dale responded following graduation from the 11-week academy, they return there for one week to attain another certificate, Firefighter II, then back here for two weeks for specialized training, then assigned to shift December 30th. The entire process spans approximately three months.

December 26th Regular Board Meeting. Chief Dale requested discussion regarding rescheduling the December 26th Regular Board Meeting to a suggested date of December 20th at 4:00 p.m. Commissioner Rosenlund asked the Chair for this item to be tabled until later in the meeting when the fourth Commissioner is present to allow for more Board input. Commissioner Portmann concurred.

Standing Committees

Budget, Finance and Audit – Commissioner Portmann reported he met with the Auditor last week. Deputy Chief Judd stated the Auditor is hoping to finish up this week and then hold the exit interview around December 18th.

Policy and Procedure – Commissioner Rosenlund reported Policy 224 is back from the Attorney. They are doing the final prep work then will present it to the Board at the next meeting. Regarding Policy 212, a suggestion was made to the committee to connect the dots between the policy and Resolution 897, which clarifies the Fire Chief's parameters to spend money, by adding a reference to the resolution in the policy. The revised policy will be up for approval at the next meeting.

Mergers/Consolidations – Orting Valley Fire & Rescue Discussion – Commissioner Gustafson reported the Orting Board wants to sit down with us, and he wants to do so. Commissioner Portmann responded that while it is smart to discuss mergers and consolidations, he does not want to zero in on Orting. What we do must make sense for our citizens, first and foremost. He wants a study done to assess all possible merger options. This study should focus on Graham. He proposed we hire a consultant to look at and evaluate all potential mergers: north, south, east and west. He wants to look at this with a holistic approach. Commissioner Gustafson stated we looked at Central Pierce two times; Eatonville, who went with Roy instead; and Orting, which did not make financial sense at the time. With Eatonville, we were just about concluding discussions and they went with Roy instead of Graham. This is something Commissioners do. We do not have to go out and hire someone. Commissioner Portmann reiterated his reasons for hiring a consultant. Commissioner Rosenlund stated he concurred with Commissioner Gustafson that it is their job as Commissioners to consider such matters, but also concurred with Commissioner Portmann that having a consultant who can give us the appropriate data would be wise.

The committee should meet with Orting to find out what their people want before hiring a consultant. Commissioner Portmann stated he wants to know the facts and details. Commissioner Gustafson responded that hiring a consultant is a waste of money. Discussion continued. Commissioner Rosenlund stated we need an outside perspective, which could also include a citizens group. Commissioner Blanchard-Reed asked what type of information would be gleaned from a consultant: financial or strategic, etc. Commissioner Portmann responded, for instance, do we remain a fire district or become an RFA. The nuts and bolts are the financial ramifications and effect on response times, long-term financial obligations, facilities, and equipment. A consultant would look at all of this. We can do some of this work, but he wants someone to come in and look at this objectively.

Commissioner Gustafson asked Deputy Chief Judd if he had any of the information from the previous merger discussions with Orting. He responded that was a short-lived set of discussions. They went down to Orting and gave a presentation, and that was the end of that. Commissioner Rosenlund asked Commissioner Gustafson how the three previous merger discussions ended. Commissioner Gustafson responded that after a long look at the first Central Pierce merger attempt, we broke it off. The District later looked at Central Pierce again, but he was not on the Board at that time. Then we had a long look at Eatonville (District 15), they broke that off and went with Roy. Then Orting came looking at merger, but for financial reasons we did not continue with that. Commissioner Rosenlund concluded there were multiple failed attempts at merging and perhaps it was not done right. As recommended by Commissioner Portmann, a consultant could give them the data they need.

Commissioner Portmann stated he also wanted to look at the governance aspect as well. Orting has a five-member Board, as do we, but they are a much smaller District. So, for two years, they could have significant influence on how the Board governs. He said he has many concerns. Commissioner Gustafson suggested he go to East Pierce to see how they put their mergers together and dealt with combining Boards. Commissioner Rosenlund suggested the committee sit down with Orting to find out what interest is there. Meanwhile, staff can begin looking into consultants to get prices. Commissioner Blanchard-Reed inquired if Orting may be willing to share in the cost of a consultant. Commissioner Portmann stated we want the objectives to fit us, and he is not interested in Orting being involved with the consultant. She asked what the purpose of sitting down with Orting is. Commissioner Rosenlund responded to find out what they want. The committee will make no promises, no commitments and no decisions. They will only bring information to the Board. Commissioner Portmann concluded the Board will direct the committee to meet with Orting and direct staff to start looking into consultants.

Commissioner Rosenlund moved to direct staff to research consultants. Commissioner Blanchard-Reed seconded the motion.

Discussion was held on the motion. Commissioner Gustafson stated he wants to sit down with Orting first and find out the parameters before looking at consultants. Commissioner Rosenlund responded the search for a consultant may take longer than it will take for the committee to meet with Orting. He is willing to withdraw his motion until after the initial meeting with Orting.

Commissioner Rosenlund withdrew his motion. Commissioner Blanchard-Reed withdrew her second.

Citizen Bob Benum asked what he will gain, as a citizen of Fire District No. 21, from a merger with Orting, South Pierce or Central Pierce. Commissioner Rosenlund responded that we do not know yet. As with any merger, potential benefits are consolidation of efforts, cost savings, and response improvements, but this all depends on who your partner is. Mr. Benum recalled the agreement the District has with Orting to maintain their fleet, which did not take a merger. He also inquired about the potential for group purchasing of vehicles to save money. Commissioner Rosenlund responded several levels exist including agreements, consolidation, RFA, merger, and annexation. This is why he wants to hire a consultant, to ensure we make the right decision. Mr. Benum commented one of our neighbors is the largest District in Pierce County in square miles, but is pretty broke. Merging with them would seem like a bail out to him. He does not see the advantage for us. Commissioner Portmann responded this is why he is in favor of hiring a consultant to help us.

Joint Labor/Management – No report.

Strategic Leadership Plan – No report.

Legislative Affairs – Commissioner Blanchard-Reed reported she is in the process of setting up appointments for Legislative Day. Deputy Chief Judd asked who is planning to attend the legislative conference, because registration is now open. Commissioners Gustafson, Blanchard-Reed and Rosenlund responded affirmatively.

UNFINISHED BUSINESS

None

NEW BUSINESS

Resolution No. 917 – 2019 Budget Approval

Board Secretary Jodi Reynolds read Resolution No. 917, 2019 Budget Approval, into the record.

Commissioner Rosenlund moved the approval of Resolution No. 917, 2019 Budget Approval, as presented. Commissioner Gustafson seconded the motion.

Commissioner Portmann thanked staff for their work on the budget and especially Deputy Chief Judd for his budget presentation.

Commissioner Portmann called the question. Motion carried unanimously.

Resolution No. 918 – 2019 Regular Property Tax

Board Secretary Jodi Reynolds read Resolution No. 918, 2019 Regular Property Tax, into the record.

Commissioner Blanchard-Reed moved the approval of Resolution No. 918, 2019 Regular Property Tax, as presented. Commissioner Gustafson seconded the motion.

Deputy Chief Judd pointed out to the Board he was informed the date of February 6th is incorrect and should be February 13th. He stated staff will correct the original document prior to the Commissioners signing it later tonight.

Commissioner Portmann called the question. Motion carried unanimously.

Resolution No. 919 – 2019 EMS Property Tax

Board Secretary Jodi Reynolds read Resolution No. 919, 2019 EMS Property Tax, into the record.

Commissioner Rosenlund moved the approval of Resolution No. 919, 2019 EMS Property Tax, as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.

PUBLIC COMMENTS

Citizen Carolyn Benum asked if there are any wind turbines in Pierce County (as mentioned in the resolution). Deputy Chief Judd responded there are none. Commissioner Gustafson, in jest, responded we are going to annex-in Pacific County to get their wind turbines.

COMMISSIONER COMMENTS

Commissioner Blanchard-Reed commented she attended the Academy Graduation last night and is very proud of our recruits. She also mentioned she wants to arrange training for the Board with an official parliamentarian. The cost is \$300 for two and one-half hours of training. He is available January 2nd and other dates. Discussion ensued. She stated she will make a motion at the next Board Meeting to call a Special Board Meeting on January 16th at 6:30 p.m.

Commissioner Gustafson asked his fellow Board members if they all received a copy of the Equipment Replacement Plan the Chief emailed to them. The plan shows replacing the Tender in 2017. Commissioner Rosenlund asked if this is an approved plan or a proposed plan. He responded this is a 10-year Equipment Replacement Plan done by Battalion Chief Clausen. Commissioner Rosenlund stated this topic should be an Agenda item under New Business and not part of Commissioner Comments. Commissioner Gustafson continued and explained we have one Tender for our District. There are many farms like his, and we are playing with fire not having the equipment we need. The Tender should have been replaced. Commissioner Rosenlund stated because the plan emailed to him was not an Agenda item, he has not taken time to review the document. He was under the impression the plan emailed to them was a proposed plan and not necessarily adopted. If it had been placed on the Agenda, he would have taken time to read it. Commissioner Gustafson stated he brought it up last meeting and is bringing it up again. Commissioner Portmann recalled at the last meeting staff was directed to look into the Tender issue by the end of first quarter 2019. Commissioner Gustafson responded that is way too late. Commissioner Portmann continued in addition, he believes staff intends to come back with a proposed Equipment Replacement Plan. He believes the previous plan Commissioner Gustafson is referring to was prepared for the Citizens Committee in 2014 as a guide, but there was never a funding mechanism for it. They never stated how much money would be put away each year to fulfill the obligations of that plan. Commissioner Gustafson responded that we are getting \$700,000 plus dollars from the GEMT program. He asked if we can buy a Tender with that money. Deputy Chief Judd responded affirmatively, the GEMT money is revenue, and we can spend it however we want.

Commissioner Gustafson continued that part of the District has hydrants, and part does not have water. We get credit for those Tenders, and have a rating of 4. The Kapowsin area has a rating of 10. He asked if anything has been turned in to the WSRB to get that rating changed. Deputy Chief Judd stated we are required to have a minimum of six come from home volunteers residing within five miles of Station 92. We have only three at this time, so we cannot turn anything in to WSRB yet. Commissioner Rosenlund reiterated the Commissioner Comments section is not for discussion of Agenda items. The Board needs time to prepare for such discussions. This entire discussion is out of order. Either the item can be added to the Agenda

in advance, or a modification of the Agenda may be requested at the beginning of the meeting. Commissioner Portmann stated staff has already been given direction on this, so what is Commissioner Gustafson intending to accomplish because we cannot buy a Tender in the last month of the year. He said he can add the item to the Agenda for the next meeting under Unfinished Business, if Commissioner Gustafson so desires. He responded affirmatively. Commissioner Gustafson then asked because the Tender is out-of-service, where we are at with the rating bureau and if we will lose points. Commissioner Portmann responded these are all questions that will be vetted out during the process already put in motion. Commissioner Gustafson asked how we will protect the people of our District, the taxpayers.

Fire Chief Dale reminded the Board that earlier under the Chief's Report, he proposed moving the December 26th Board Meeting to December 20th. Commissioner Blanchard-Reed stated she can make the meeting if it begins at 5:00 p.m., but not earlier. Commissioner Gustafson asked the reason for moving the meeting from the 26th. Commissioner Portmann explained some staff members would like to be off during Christmas and New Year's, and they would like to hold a holiday gathering for Administrative staff and the Board on the 20th after a short business meeting to primarily approve payroll and other financials.

Commissioner Blanchard-Reed moved to cancel the Regular Board Meeting on December 26, 2018 and schedule a Special Board Meeting on December 20, 2018, beginning at 5:00 pm. Commissioner Rosenlund seconded the motion. Motion carried unanimously.

EXECUTIVE SESSION

Commissioner Portmann announced a 15-minute Executive Session under RCW 42.30.140 (4) (b) to plan or adopt strategy/position for professional negotiations, a 10-minute Executive Session under RCW 42.30.140 (4) (b) to plan or adopt strategy/position for professional negotiations, a five-minute Executive Session under RCW 42.30.140 (4) (b) to plan or adopt strategy/position for collective bargaining, and a five-minute Executive Session under RCW 42.30.140 (4) (b) to plan or adopt strategy/position for collective bargaining, with business to follow.

Commissioner Portmann announced a recess at 7:40 p.m.

Executive Session was announced as starting at 7:43 p.m.

At 8:18 p.m., the Executive Session was extended five minutes.

Executive Session was announced as ending at 8:23 p.m.

Commissioner Portmann reconvened the Regular Board Meeting at 8:25 p.m.

Commissioner Rosenlund moved to approve the Supplemental Agreement to Deputy Chief Judd's contract. Commissioner Blanchard-Reed seconded the motion.

Commissioner Portmann explained the Supplemental Agreement extends Deputy Chief Judd's employment contract through June of next year and speaks to how his medical benefits will be distributed when he retires.

Commissioner Portmann called the question. Motion carried unanimously.

Commissioner Blanchard-Reed moved to approve the Memorandum of Understanding between the District and the IAFF Local 726 Firefighters Bargaining Unit for the Rover Lieutenant and temporary promotions, as presented. Commissioner Rosenlund seconded the motion.

Commissioner Portmann explained this allows the District to promote three Lieutenants and creates minimum staffing for hard bar Lieutenants rather than temporary Lieutenants.

Commissioner Portmann called the question. Motion carried unanimously.

Commissioner Rosenlund moved to approve the Memorandum of Understanding between the District and IAFF Local 726 Firefighters Bargaining Unit regarding FSLA Kelly Day scheduling, as presented. Commissioner Blanchard-Reed seconded the motion.

Commissioner Portmann explained this will help streamline the process for leave selection for Kelly Days.

Commissioner Portmann called the question. Motion carried unanimously.

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of November 28, 2018, was adjourned at 8:29 p.m.

Ryan Portmann, Commissioner

Anthony D. Judd, District Secretary