

**GRAHAM FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
REGULAR BOARD MEETING  
May 26, 2021 (Virtual)**

**CALL TO ORDER**

Chair Homan called the meeting to order at 6:30 p.m.

**FLAG SALUTE**

**ROLL CALL BY CHAIR**

Present: Chair Robert Homan, Commissioner Adam Rosenlund, Commissioner Gerald Gustafson, Commissioner Ryan Portmann, Commissioner Russell Barstow, Fire Chief Pat Dale, Deputy Chief Oscar Espinosa, District Secretary Sandi Roberts and Board Secretary Jodi Reynolds

**PUBLIC COMMENTS**

None

**APPROVAL/MODIFICATION OF AGENDA**

Chair Homan explained under Standing Committees – Policy and Procedure, Policy 224 should be replaced by Policy 219. Commissioner Barstow moved to approve the Agenda as modified. Commissioner Rosenlund seconded the motion. Motion carried.

**APPROVAL OF CONSENT AGENDA**

Regular Board Meeting Minutes of May 12, 2021

Financial Documentation:

General Fund:

Payables: Checks #29981 through #30028 =	\$78,918.41
Payables (Payroll): Checks #29964 through #29980 =	\$556,300.71
Payroll: Checks #29958 through #29963 =	\$12,657.22
Payroll Transfers (EFTs) =	<u>\$907,797.85</u>
<b>TOTAL:</b>	<b><u>\$1,555,674.19</u></b>

Commissioner Portmann moved to approve the Consent Agenda as submitted. Commissioner Barstow seconded the motion. Motion carried.

**CORRESPONDENCE**

None

**GENERAL ADMINISTRATION**

**Fire Chief's Report**

Fire Chief Dale welcomed the Board and audience members to the virtual meeting and reported on the following:

Strategic Priorities of COVID-19

Although there are some advancements in this area, his emphasis remains for a healthy and fit-for-duty workforce and keeping everyone safe.

## Current Events

- Career Firefighter Testing  
Human Resources Director Annie Vandenkooy is leading 100 virtual interviews by select panels in the search to bring on our next set of new hires. It will take three days of dedicated interviewing to identify top candidates to advance to our technical assessment center to be held in early June.
- Volunteer Firefighter Recruitment  
The Volunteer Firefighter recruitment ends May 31<sup>st</sup>. Please have interested individuals go to our website to submit an application.
- Graham Business Association Facebook Live Event  
He and Community Outreach Officer (COO) Brianna Baker attended another Graham Business Association Facebook Live event with Jimmy Morgan and Karen Dionne. He and COO Baker shared updates on all of the happenings at Graham Fire & Rescue.
- 244<sup>th</sup> Command Fire Presentation  
On May 25<sup>th</sup>, he and East Pierce Fire & Rescue's Fire Chief Bud Backer delivered a virtual presentation about the successes and lessons learned at the 244<sup>th</sup> Command Fire and the Sumner Grade Fire first to the Washington Fire Chiefs Association and in the afternoon to the Pierce County Department of Emergency Management.
- Joint Training with Central Pierce Fire & Rescue  
This Chief Officer-level training focused on hazard zone management training.
- Mass Vaccination Event  
On May 25<sup>th</sup>, we partnered with The Tacoma-Pierce County Health Department to provide vaccinations at Frontier Park. He thanked our members who participated.

Chair Homan requested a status report from Chief Dale on the COVID exposures reported on at the May 12 Board meeting. Chief Dale stated the majority are back to work and two are in quarantine.

## **Standing Committees**

Policy and Procedure – In response to Chair Homan's inquiry, Commissioner Rosenlund reported the committee has three policies currently under review. Chair Homan explained Policy 219 addresses Commissioner Reimbursement. He would like to discuss who reviews the Commissioners' time, which currently the Fire Chief does, and the practice of submitting their time via email, which has been the practice during the COVID pandemic. Commissioner Rosenlund requested the Board members communicate to him items for inclusion in the policy.

## **UNFINISHED BUSINESS**

- Fire Chief Selection Process  
Chair Homan stated the panel will convene on June 4<sup>th</sup> to conduct the interview and will bring their recommendation to the Board at the June 9<sup>th</sup> meeting.

## NEW BUSINESS

- Purchase of New Medic Unit

Assistant Chief Richards provided a summary of the proposal and recommended the Board move to purchase a 2022 Medic Unit, allowing us to retire the 2010 Ford Medic Unit, currently in reserve status. This purchase is budgeted for in the Apparatus Replacement Fund in the amount of \$260,000.

**Commissioner Gustafson moved to accept the proposal to purchase a 2022 Medic Unit, as presented. Commissioner Barstow seconded the motion. Motion carried.**

- State Auditor's Office Report

CFO/District Secretary Sandi Roberts informed the Board the 2020 State Auditor's Office Report will be submitted before the May 30<sup>th</sup> deadline.

## PUBLIC COMMENTS

Citizen Robert Benum commented he assumes there is still just one candidate for the Fire Chief position. Chair Homan responded affirmatively. Mr. Benum recalled the Board stated if they were not satisfied with the candidate, they would search outside of Graham Fire. Chair Homan stated the decision to do so will depend on the interview panel's recommendation. Mr. Benum stated the Board should look at that really hard.

Citizen Carolyn Benum inquired if Graham Fire & Rescue personnel would respond to the two current motor vehicle accidents near Yelm. Chair Homan responded they would not.

## COMMISSIONER COMMENTS

Chair Homan commented to Chief Dale he was glad to see that training at the Chief level has begun with Central Pierce. Chair Homan inquired if the Department has had a discussion with the Health Department to assist in giving vaccinations to children at schools in the Bethel School District. Chief Dale responded that he is not aware of any, but would look into it. Chair Homan requested he pursue this opportunity.

Commissioner Portmann commented he had the opportunity to listen to Chief Dale's presentation to the Pierce County Department of Emergency Management. He commended Chief Dale for an excellent job done representing Graham Fire and the challenges faced last year at the 244<sup>th</sup> Command Fire.

Chair Homan congratulated Commissioner Rosenlund on his promotion to the position of Battalion Chief with Central Pierce Fire & Rescue.

## EXECUTIVE SESSION

None

## ADJOURNMENT

**With no further business to come before the Board, the Regular Board Meeting of May 26, 2021 was adjourned at 6:48 p.m.**

*Robert L. Homan*

---

Robert L. Homan, Board Chair

*Sandi Roberts*

---

Sandi Roberts, District Secretary