

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
January 25, 2010**

CALL TO ORDER:

Commissioner Pierson called the meeting to order at 7:00 p.m.

ATTENDANCE:

Present: Commissioner Gerald W. Gustafson (by telephone), Commissioner Verne M. Pierson, Commissioner Robert E. Skaggs, Fire Chief Reggie Romines, Assistant Chief Ryan Baskett, Assistant Chief Tom Mason, Assistant Chief Todd Jensen, Public Prevention Education Officer Myra Merdian-Drake and District Secretary Kathy Hale.

Absent: Deputy Chief Gary Franz and Assistant Chief Tony Judd had excused absences.

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

APPROVAL OF THE MINUTES:

The minutes of the Regular Board Meeting of January 11, 2010, were approved as presented.

CORRESPONDENCE:

- Citizen E-mail – Thank you for our response.

FINANCIALS:

Construction Payables Vouchers #01004 through #01006 in the amount of \$12,152.56, General Payables Vouchers #01015 through #01115 in the amount of \$458,838.67, and Account Transfers in the amount of \$454,933.35 for a total of \$925,924.58 of which \$596,669.95 was for Payroll and \$329,254.63 was for Payables were presented for approval.

Commissioner Skaggs moved to accept the payables in the amount of \$925,924.58 after proper auditing. Commissioner Gustafson seconded the motion. Motion carried unanimously.

GENERAL ADMINISTRATION:

Chief's Report

Chief Romines reminded the Board of the Annual Awards Banquet on February 26th, beginning at 6:00 p.m. He also relayed to the Board Fire Fighter/Paramedic Jared Bonea will represent Graham Fire & Rescue in a chili cook-off against Central Pierce Fire, January 30th. The event will be held at Silver Creek Retirement Community beginning at 2:00 p.m.

Station No. 21-5. Assistant Chief Baskett reported with the good weather lately the roofing is complete. The project is still on schedule for an end of June completion. The only hold-up could be paving, which is weather dependent.

Station No. 21-6. Assistant Chief Baskett presented the Board with Change Order #1, which consisted of six Construction Change Directives (CCD). They are: CCD#1, \$25,711.50, which is one-half the cost for boring under 224th for the water main line; CCD#3, credit of \$176.04 for change in catch basin inlet; CCD#4, \$2,531.29, change in underground piping for HVAC system; CCD#5, \$1,318.19, revise the infiltration pond/add new soil; CCD#6, \$3,095.10, provide column pilasters above column footings; CCD#7, credit of \$955.00, delete base cabinets and counter in shop 147. Total of this Change Order is \$31,525.04.

Assistant Chief Baskett explained the boring cost, CCD#1, is the amount he has no issues with as this is the amount owed the subcontractor and would like to see them paid and not have to wait longer. The second half is what he is still disagreeing with the contractor over.

Commissioner Skaggs move the approval of Change Order #1 in the amount of \$31,525.04. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Assistant Chief Baskett informed the Board there will be a Change Order coming for an additional flag pole at each station. In the plans, there is only one pole called for, but in order to fly our agency flag a second pole is needed.

Station No. 21-0. Nothing new to report.

Policy Board Meeting. Commissioner Pierson announced he would be attending the Regional HazMat Team Policy Board Meeting with Chief Romines on February 9, 2010.

Physio Control Contract. Chief Romines presented the Board with a three-year contract with Physio Control Annual Technical Services for their review. He explained this contract provides ongoing defibrillator service and maintenance on our five 12-lead defibrillators and the 12 charging units.

Commissioner Skaggs moved to accept the three-year contract with Physio Control Annual Technical Service, number 02768401, in the amount of \$20,428.80 (\$6,809.60 annually) Commissioner Gustafson seconded the motion. Motion carried unanimously.

Medical Supply Inventory. Chief Romines reminded the Board in the 2010 Budget they approved purchasing a software program to track medical supplies and inventory. While normally we would wait until April for major purchases, A/C Jensen has requested purchasing the program now so we can get it up and running as soon as possible. Chief Romines presented the Board with a draft proposal from AmbuTrak listing the initial start-up cost, first month license fee and monthly charge. He stated it is within the approved budget amount, and he would be asking Commissioner Pierson to sign the contract when the final is received.

Medic Units Change Order. Chief Romines presented the Board with two Change Orders for the Medic Units. Change Order No. 1 in the amount of \$2,000 for several small additions; i.e., install web net, apply ABS coating on the windows for patient privacy, activate the rear scene lights when backing up. Change Order No. 2 is a deduct in the amount of \$1,700 for deleting the electric keypad on the medication drawer.

Chief Romines explained Commissioner Skaggs had approved Change Order No. 1 in the absence of Co-Chair Pierson and authorized Assistant Chief Baskett to sign on behalf of the District so the building process could continue without delays.

Commissioner Skaggs moved the approval of Change Order No. 1 with Braun Northwest in the amount of \$2,000 as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Commissioner Skaggs moved the approval of Change Order No. 2 with Braun Northwest in the credit amount of \$1,700 as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Training Report

Assistant Chief Tom Mason presented the Training Report for Board review.

NEW BUSINESS:

Volunteer Applications. Chief Romines presented the Board with 15 applications for their review. The Volunteer Recruit Testing process has been conducted over the past few months consisting of a written test, workplace compatibility evaluation, background investigation and medical physical. Chief Romines recommended Board approval for membership of the applicants. The Board reviewed each applicant's testing records.

Commissioner Skaggs moved the acceptance of membership to the following volunteer applicants: William Braunels; Fredrick Brewster; Chase Carmichael; Jason Daneker; Justin Funk; Andrew Hartung; Corbin Kytan; Michael Mallrie; Tyler Newport; Christopher Rawlins; Russell Reece; Benjamin Roberts; Joshua Viborel-Baker; Destry Wilcox; Helena Woods. Commissioner Gustafson seconded the motion. Motion carried unanimously.

OTHER BUSINESS:

Chief Romines informed the Board three of our members have volunteered with different relief organizations to go to Haiti. He explained the three employees will be going using personal leave, as authorizing administrative leave could possibly put the District in a liability position. Our research concluded there is a very high probability that Labor & Industries would not cover the employees for any illness or injury, and therefore, he did not feel the District could assume that level of responsibility.

Commissioner Skaggs voiced this is a very difficult situation and he could understand the tremendous liability for the District. Commissioner Pierson also voiced his wish the District could support these employees further, but understood our possible liability. The Board commended and thanked the employees for their dedication and willingness to go to Haiti to help!

GOOD OF THE ORDER/PUBLIC INPUT:

Commissioner Skaggs stated the Legislative Session is in full swing. The biggest issue the Washington Fire Commissioners Association is working on right now is a proposal by the Governor to move the Volunteer Pension and Relief Board under the Department of Retirement. WFCFA is strongly against this move.

EXECUTIVE SESSION

Chief Romines requested a 5-minute Executive Session under RCW 42.30.140, to plan or adopt strategy/position for professional negotiations. **Commissioner Pierson announced a 5-minute Executive Session under RCW 42.30.140, to plan or adopt strategy/position for professional negotiations, with no business to follow. Executive Session was announced as beginning at 7:45 p.m.**

Commissioner Pierson reconvened the Regular Board Meeting at 7:50 p.m.

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of January 25, 2010, was adjourned at 7:51 p.m.

Verne M. Pierson, Vice-Chair

Kathy J. Hale, District Secretary