

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
February 8, 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, Deputy Chief Gary Franz, Assistant Chief Tony Judd, Assistant Chief Todd Jensen, Public Prevention Education Officer Myra Merdian-Drake and District Secretary Kathy Hale.

Absent: Assistant Chief Tom Mason and Assistant Chief Ryan Baskett had excused absences.

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

APPROVAL OF AGENDA:

Commissioner Skaggs moved the approval of the Agenda as submitted with no modifications. Commissioner Gustafson seconded the motion. Motion carried unanimously.

APPROVAL OF THE MINUTES:

The minutes of the Regular Board Meeting of January 25, 2010, were approved as presented.

CORRESPONDENCE:

- Letter from Pierce County Public Works and Utilities regarding Rural Road Shoulder Enhancement Project
- Invitation to Attend the Retirement Celebration of Assistant Chief Dave Wakefield, East Pierce Fire & Rescue, March 13, 2010
- Thank You Letter from Cascade Regional Blood Services to Public Prevention Education Officer Myra Merdian-Drake for coordinating our recent blood drive

FINANCIALS:

Construction Payables Vouchers # 02001 through #02007 in the amount of \$545,190.33 and General Payables Vouchers #02001 through #02064 in the amount of \$80,503.96 for a total of \$625,694.29 were presented for approval.

Commissioner Gustafson moved to accept the payables in the amount of \$625,694.29 after proper auditing. Commissioner Skaggs seconded the motion. Motion carried unanimously.

GENERAL ADMINISTRATION:

Chief's Report

Station No. 21-5. Nothing new to report.

Station No. 21-6. Nothing new to report.

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

HazMat Team Position. Chief Romines informed the Board two resumes' were received for the open positions on the HazMat Team, Fire Fighter Thad Richardson and Fire Fighter Dan Bamford. Both have been accepted onto the team and will begin Technician training in March. Assistant Chief Judd will also attend the training and assume the duties of Team Leader.

Chief Officer Eligibility List. Chief Romines reported the application process to establish an eligibility list for Chief Officer closed on January 25, 2010, with two persons applying. The Assessment Center portion of the testing process will take place on Wednesday, February 10th.

Business Associates Agreement. Chief Romines presented the Board with a Business Associates Agreement between the District and Systems Design, our transport billing agency, for 2010. He also included Attorney Quinn's e-mail approval of the Agreement.

Commissioner Skaggs moved the approval of entering into the Business Associates Agreement with Systems Design for the year 2010. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Operating Instruction No. 133, Evaluation Policy. Chief Romines presented the Board with a draft update of Operating Instruction No. 133, Employee Evaluation Policy, for their review. He stated he will be asking for Board approval at their next Regular Meeting.

PPEO Report

Public Prevention Education Officer Myra Merdian-Drake presented her monthly report to the Board for their review.

NEW BUSINESS

Resolution No. 746, Add IAFF Frontline as an Optional 457 Deferred Compensation Plan. District Secretary Hale read Resolution No. 746, Add IAFF Frontline as an Optional 457 Deferred Compensation Plan, into the record.

Commissioner Skaggs moved the approval of Resolution No. 746, Add IAFF Frontline as an Optional 457 Deferred Compensation Plan, as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.

OTHER BUSINESS

Operating Instruction No. 422, Airway Management Policy. Chief Romines presented the Board with draft Operating Instruction No, 422, Airway Management Policy, for their review. He explained this new policy is in response to the Labor & Industries' investigation associated with the Regional Hazardous Materials response last year, and

is time sensitive to address findings from the investigation. Chief Romines requested Board approval of the new Policy.

Commissioner Skaggs moved the approval of Operating Instruction No. 422, Airway Management Policy, as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Operating Instruction No. 205, Infection Exposure & Control Program Policy. Chief Romines presented the Board with draft Operating Instruction No. 205, Infection Exposure & Control Program Policy, for their review. He explained this amended policy was also in response to the Labor & Industries' investigation, and is also a time sensitive issue. Chief Romines pointed out the two additions (highlighted in yellow) to the Policy: Page 2, Sub "A"; Page 9, add "q". He requested Board approval.

Commissioner Skaggs moved the approval of the modification to Operating Instruction No. 205, Infection Exposure & Control Program Policy, as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Commissioner Skaggs reported the Legislative House Bill to merge the Volunteer Pension and Relief Board into the Department of Retirement is still in committee. He stated the Washington State Commissioners' Association is working hard to defeat the Bill.

GOOD OF THE ORDER/PUBLIC INPUT

Commissioner Pierson stated his home computer has been hacked into and is sending out virus e-mails. If you receive any e-mails from him, please do not open them, delete them.

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of February 8, 2010, was adjourned at 7:25 p.m.

Verne M. Pierson, Commissioner

Kathy J. Hale, District Secretary