

**GRAHAM FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
REGULAR BOARD MEETING  
February 22, 2010**

**CALL TO ORDER:**

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

**ATTENDANCE:**

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

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

**APPROVAL OF THE MINUTES:**

**The minutes of the Regular Board Meeting of February 8, 2010, were approved as presented.**

**CORRESPONDENCE:**

- Invitation to the 42<sup>nd</sup> Military Police Brigade Change of Command Ceremony
- Thank you Letter from Pierce County Sheriff Paul Pastor
- Citizen E-mail – Thank you for our response
- Thank you letter from a Citizen for our response

**FINANCIALS:**

Construction Payables Vouchers #02008 through #02011 in the amount of \$12,388.26, General Payables Vouchers #02065 through #02149 in the amount of \$408,981.41, and Account Transfers in the amount of \$438,339.44 for a total of \$859,709.11 of which \$577,126.86 was for Payroll and \$282,582.25 was for Payables were presented for approval.

**Commissioner Pierson moved to accept the payables in the amount of \$859,709.11 after proper auditing. Commissioner Skaggs seconded the motion. Motion carried unanimously.**

**GENERAL ADMINISTRATION:**

**Chief's Report**

Chief Romines reminded the Board we will be hosting the Pierce County Fire Commissioners monthly meeting this Thursday night, February 25, 2010. He also stated Commissioner Pierson has offered to assist Chief Franz in the Fire Fighter/Paramedic Chief's Interviews on February 25, 2010. Thank you Commissioner Pierson.

Station No. 21-5. Assistant Chief Baskett reported with the good weather lately the concrete and building material moisture levels have come down – sheet rocking should start very soon.

Station No. 21-6. Assistant Chief Baskett informed the Board he met with the general contractor and dirt-work contractor today to see if an agreement could be reached on the cost for boring under 224<sup>th</sup>. No agreement was reached due to the dirt contractor not coming forth and answering specific cost questions. Assistant Chief Baskett stated another grading company has been hired by the general contractor to finish the final grading.

Chief Romines presented the Board with a copy of a Change Order he had asked Commissioner Pierson to sign last week. The Change Order was with Apex Engineering in the amount of \$850 for redesign work on the emergency signal pole – a redesign required by the County in order to obtain our permit. He explained this was a time-sensitive matter in order to keep the project moving forward.

**Commissioner Skaggs moved the approval of Change Order #2, Job #31170, with Apex Engineering in the amount of \$850, which was signed by Commissioner Pierson. Commissioner Pierson seconded the motion. Motion carried unanimously.**

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

New Aerial Ladder. Assistant Chief Baskett reported the inspection of the new aerial ladder went very well. He stated there will be a final inspection coming up the middle of March, and asked if any Board member would be interested in attending along with himself and Brian Fortner. The Board members stated they will get in touch tomorrow.

Operating Instruction No. 133, Employee Evaluation Policy. Chief Romines requested Board approval of Operating Instruction No. 133, Employee Evaluation Policy, as amended.

**Commissioner Pierson moved the approval of Operating Instruction No. 133, Employee Evaluation Policy, as presented. Commissioner Skaggs seconded the motion. Motion carried unanimously.**

Operating Instruction No. 422, Air Management Policy. Chief Romines explained upon further review additional language from the Tactical Operations Manual needed to be added to this Policy, which the Board had approved at their last meeting. He pointed out the additions to the Board.

Chief Romines requested Board approval of the changes to Operating Instruction No. 422, Air Management Policy, and the policy.

**Commissioner Pierson moved the approval of Operating Instruction No. 422, Air Management Policy, as amended. Commissioner Skaggs seconded the motion. Motion carried unanimously.**

Business Associate Amendment. Chief Romines presented the Board with an amendment to the Business Associate Agreement with Systems Design they signed at

their last Board Meeting. He explained the amendment was to comply with new HIPPA laws, and pointed out Attorney Quinn's e-mail approval. Chief Romines requested Board approval.

**Commissioner Pierson moved the approval of the amendment to the Business Associate Agreement as presented. Commissioner Skaggs seconded the motion. Motion carried unanimously.**

Resolution No. 747, Establish a Chief Eligibility List. Chief Romines requested Board approval of Resolution No. 747, Establish a Chief Eligibility List. Chief Romines thanked Commissioner Pierson for assisting with the Chief's Interviews.

**Commissioner Pierson moved the approval of Resolution No. 747, Establish a Chief Eligibility List, as presented. Commissioner Skaggs seconded the motion. Motion carried unanimously.**

New Copier. Chief Romines informed the Board he approved moving forward with the purchase of the new copier listed in the 2010 Budget. He explained D/S Hale had requested purchasing the new copier at this time so there would be no down-time between returning the rental and having the new one arrive and be ready to use.

#### **Training Report**

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

#### **NEW BUSINESS:**

Resolution No. 747, Establish a Chief Eligibility List. (See above)

#### **OTHER BUSINESS:**

ProFireFighter.Com. Chief Romines explained the Regional Hazmat Incident Response Team (HIT) requested entering into an agreement with ProFireFighter.Com to build a website for the team. The website will be used to post training announcements, attendance and other information for the Team. As Chief of the Lead Agency for the Team, he will need to sign the Agreement. The initial and annual invoicing will come out of the Team's account.

Active Shooter Program. Chief Romines explained the Active Shooter Program is a program which, once trained, will allow EMS responders to accompany law enforcement into "yet to be secured" areas to retrieve injured citizens through rapid extrication who are victims of multiple casualty incidents. The retrieval/extrication is done with law enforcement providing cover for the fire personnel – a joint operation.

Chief Romines further explained once training is completed, we would need to purchase bullet-proof vests at a cost of approximately \$1,000 each. He stated staff is also looking into the cost of bullet-proof helmets. Board discussion ensued. The Board voiced their strong feeling about the need to also purchase bullet-proof helmets for this program.

**Commissioner Pierson moved the approval of the program and moving forward with purchasing the bullet-proof vests. Commissioner Skaggs seconded the motion. Motion carried unanimously.**

Red Light Infraction. Chief Romines informed the Board one of our medic units, while transporting a patient to Good Samaritan Hospital, rolled through an intersection and was photographed by the intersection camera. He had contacted the company who manages the photo enforcement program to explain the transport situation and the potential injury to the patient or EMS personnel if the driver would have chosen to brake for the light. The company refused to revoke the \$124 ticket. Chief Romines stated he then contacted the City of Puyallup and was told by Police Chief Collyer that the ticket will be revoked.

**GOOD OF THE ORDER/PUBLIC INPUT:**

None

**EXECUTIVE SESSION:**

Chief Romines requested a 10-minute Executive Session under RCW 42.30.110(1)(c), to consider price for real estate when public knowledge could negatively affect sale price, and two minutes under RCW 42.30.140, adopt strategy/position for bargaining, with no business to follow.

**Commissioner Gustafson announced a 10-minute Executive Session under RCW 42.30.110(1)(c), to consider price for real estate when public knowledge could negatively affect sale price, and two minutes under RCW 42.30.140, adopt strategy/position for bargaining with no business to follow. Executive Session was announced as beginning at 7:40 p.m.**

**Commissioner Gustafson reconvened the Regular Board Meeting at 7:52 p.m.**

**ADJOURNMENT**

**With no further business to come before the Board, the Regular Board Meeting of February 22, 2010, was adjourned at 7:53 p.m.**

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Gerald W. Gustafson, Commissioner

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Kathy J. Hale, District Secretary