

**GRAHAM FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
REGULAR BOARD MEETING  
August 9, 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, Deputy Chief Gary Franz, Assistant Chief Tony Judd, Assistant Chief Ryan Baskett Assistant Chief Todd Jensen, Public Prevention Education Officer Myra Merdian-Drake and District Secretary Kathy Hale.

Absent: Fire Chief Reggie Romines and Assistant Chief Tom Mason had excused absences.

Commissioner Gustafson 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 Pierson seconded the motion. Motion carried unanimously.

**APPROVAL OF THE MINUTES:**

**The minutes of the Special Board Meeting of July 19, 2010, were approved as presented.**

**The minutes of the Regular Board Meeting of July 26, 2010, were approved as presented.**

**CORRESPONDENCE:**

- Letter from Chief Bob Vellias thanking and commending Lt. Prather for his outstanding leadership at a mutual aid incident.

**FINANCIALS:**

Construction Payables Vouchers # 08056 through #08062 in the amount of \$9,542.63 and General Payables Vouchers #08001 through #08055, and #08063 through #08066 in the amount of \$49,137.52 for a total of \$58,680.15 were presented for approval.

**Commissioner Pierson moved to accept the payables in the amount of \$58,680.15 after proper auditing. Commissioner Skaggs seconded the motion. Motion carried unanimously.**

**Commissioner Skaggs moved to excuse Chief Romines from the meeting tonight.**

**Commissioner Pierson seconded the motion. Motion carried unanimously.**

**GENERAL ADMINISTRATION:**

**Chief's Report**

Deputy Chief Franz reminded the Board of the retirement gathering for Chief Bill Thomas on August 15, 2010.

Deputy Chief Franz informed the Board the Rayburns have had to cancel their barbeque due to a family emergency.

Station No. 21-3. Assistant Chief Baskett reported an agreement with the County has been reached regarding the wetland area – a majority of the five-plus acres can be developed. Apex Engineering is working on the site report and the survey for the County.

Station No. 21-5. Assistant Chief Baskett stated the occupancy permit is in-route – the County signed the project off! The only outstanding issue is the emergency signal light, which is waiting on parts. Assistant Chief Judd reported we will have crews responding out of the station beginning next week.

Station No. 21-6. Assistant Chief Baskett reported the County development engineering wants the bio-swale re-graded. Apparently the engineer will not sign off on the site development portion until this takes place, but left no instructions before going on vacation.

Assistant Chief Baskett stated he has moved into his office. IT Technician Marcus Edmunds and Support Specialist Jodi Reynolds have also moved over into their offices. The timeframe to be fully operational is the beginning of September.

Assistant Chief Baskett voiced he is very pleased with how the general contractor performed and how smoothly, as a whole, the two projects came together.

Station No. 21-0. Assistant Chief Baskett asked the Board to place this topic on next meeting's agenda after he has had a chance to speak with John Hildenbrand, Robinson Noble, more in depth.

Station No. 21-2. Assistant Chief Baskett reported that he, Chief Romines and Commissioner Gustafson met with Apex Engineering at the site to discuss building options. The trees have been taken down as requested to improve the line-of-sight by the road. Assistant Chief Baskett voiced his concern that while there may be the possibility of locating living quarters on the site the County is probably going to want all buildings built/upgraded to commercial, which will require major overhaul of the existing garage and substantial expense for living quarters.

Commissioner Gustafson reported Apex suggested purchasing the property in the back to locate the drain field and secure enough radius for digging a well. He stated that in his opinion the majority of the property is wetland and not suitable. Assistant Chief Baskett stated the County is going to require the water system to be a Class "B" system. He also received a proposal from Apex Engineering this afternoon to further research

the needs of the property for building, but has not had time to review the material so would like to bring it to the Board at their next Meeting.

Helicopter Pierce 6. Deputy Chief Franz reported the helicopter support service is available to us through Fire Comm, and that Assistant Chief Judd has given this information to all our officers.

The Board asked staff to look into what kind of support we could give/what is needed; i.e., Central Pierce Fire & Rescue is paying for the fuel used whenever the helicopter is flown for fire service incidents, what expenses are involved and if there is value in our participation.

Above-Ground Fuel Storage. Deputy Chief Franz informed the Board another fuel storage company has contacted him, so given the interest in this project staff would like to advertise a Request for Proposal. Discussion was had regarding the cost of installing the tanks, is this a “temporary” setup or a long-term installation, what are the County requirements and how does the expenditure balance against the cost savings.

The Board approved staff to move forward with advertising a Request for Proposal on an above-ground fuel system.

Station Opening Invitation. Deputy Chief Franz presented the Board with a draft of the invitation for the opening ceremony at Station No. 21-6, for their approval.

**Commissioner Skaggs moved the approval of the draft invitation. Commissioner Pierson seconded the motion. Motion carried unanimously.**

Retention Records. Deputy Chief Franz presented the Board with a letter from Perkins Coie, Attorneys, inquiring if we want to retain or have destroyed the records pertaining to our 1991 UTGO Bond they are holding for us.

**Commissioner Skaggs moved the approval to have Perkins Coie, Attorneys, destroy the records pertaining to our 1991 UTGO Bond. Commissioner Pierson seconded the motion. Motion carried unanimously.**

Fire Fighter/Paramedic Eligibility List. Deputy Chief Franz requested the Board terminate the current list as adopted in Resolution No. 748.

**Commissioner Pierson moved to terminate the Fire Fighter/Paramedic eligibility list adopted in Resolution No. 748. Commissioner Skaggs seconded the motion. Motion carried unanimously.**

Professional Movers. Deputy Chief Franz presented the Board with a quote from a moving company to move the file cabinets and storage boxes from Station No. 21-4 to Station No. 21-5. He explained for safety and injury prevention reasons staff would prefer to have professional movers move the items rather than staff.

**Commissioner Pierson moved to accept the contract with Evergreen Furniture Installations in the amount of \$1,033.60 to move the items from Station No. 21-4 to Station No. 21-5. Commissioner Skaggs seconded the motion. Motion carried unanimously.**

## **PPEO Report**

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

## **NEW BUSINESS**

Resolution No. 757, Establish a Fire Fighter/Paramedic Hiring Eligibility List. District Secretary Hale read Resolution No. 757, Establish a Fire Fighter/Paramedic Hiring Eligibility List, into the record.

**Commissioner Skaggs moved the approval of Resolution No. 757, Establish a Fire Fighter/Paramedic Hiring Eligibility List with the change of the second Section 2 to Section 3. Commissioner Pierson seconded the motion. Motion carried unanimously.**

Assistant Chief Judd stated if the top four candidates pass further requirements, staff would like a hiring date of September 1<sup>st</sup>. The three laterals would begin with a skills assessment, the driver/operators training and then a paramedic mentoring period. The entry level candidate would begin the Bates Academy on September 9<sup>th</sup>. Deputy Chief Franz requested the Board approve staff offering full offers of employment to the top four candidates should they pass their medical physical, physical agility and workplace compatibility exam. He explained with the timeframe before the next Board meeting and the candidates giving two-week' notice to their current employers, there would not be enough time before the September 1<sup>st</sup> start date.

**Commissioner Pierson moved to approve giving full Offers of Employment to the top four candidates if they pass the required testing. Commissioner Skaggs seconded the motion. Motion carried unanimously.**

Deputy Chief Franz stated staff would contact each Board Member with the outcome of the tests and before offers are extended.

## **OTHER BUSINESS**

Chief Franz presented the Board with an email he received from a representative from T-Mobile inquiring about leasing ground space at Station No. 21-1 to install a wireless communication facility. He stated Chief Romines' main concern is the facility blocking the neighbor's view of the mountain.

**Commissioner Skaggs moved that staff meet with T-Mobile to ascertain their requirement for the facility and if there is room on our property. Commissioner Pierson seconded the motion. Motion carried unanimously.**

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

None

## **EXECUTIVE SESSION**

Deputy Chief Franz requested a 5-minute Executive Session under RCW 42.30.140, to establish a position for collective bargaining, with no business to follow. **Commissioner Gustafson announced a 5-minute Executive Session under RCW 42.30.140, to**

**establish a position for collective bargaining, with no business to follow.  
Executive Session was announced as beginning at 8:05 p.m.**

**Commissioner Gustafson reconvened the Regular Board Meeting at 8:10 p.m.**

**ADJOURNMENT**

**With no further business to come before the Board, the Regular Board Meeting of August 9, 2010, was adjourned at 8:12 p.m.**

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Gerald W. Gustafson, Commissioner

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Kathy J. Hale, District Secretary