

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
January 10, 2011**

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 to approve the Agenda as amended with one additional voucher. Commissioner Pierson seconded the motion. Motion carried unanimously.

APPROVAL OF THE MINUTES:

The minutes of the Regular Board Meeting of December 27, 2010, were approved as presented.

CORRESPONDENCE:

- Thank You Letter from Scout Troop
- Thank You Letter from a Citizen
- Letter to be excused from the next Regular Board Meeting from Commissioner Skaggs
- Snure Conference Announcement

FINANCIALS:

Construction 2010 Payables Vouchers #13001 through #13005 in the amount of \$6,066.77, General 2010 Payables Vouchers #13001 through #13058 and #13059 in the amount of \$148,277.12, and General 2011 Payables Vouchers #01001 through #01021 in the amount of \$31,173.70 for a total of \$185,517.59 were presented for approval.

Commissioner Pierson moved to accept the payables in the amount of \$185,517.59 after proper auditing. Commissioner Skaggs seconded the motion. Motion carried unanimously.

GENERAL ADMINISTRATION:

Chief's Report

In the absence of Chief Romines, Deputy Chief Franz reported on the following items: the Aaron Tang recognition will take place sometime in February instead of at the next Regular Board Meeting; Fire Fighter/Paramedic Troy Flowers was permanently promoted to the rank of lieutenant on January 1, 2011; Fire Fighter/Paramedic Andrew Kolibas will be promoted to a temporary lieutenant position on January 13, 2011, due to an extended medical leave of absence of a current lieutenant.

Station No. 21-0. Assistant Chief Baskett reported the boring was completed around Well #7 with some gasoline and benzene found in the well, but not in the surrounding areas. He is waiting for the official report from John Hildenbrand, which will include recommendations on how to proceed. Assistant Chief Baskett stated he hopes further testing can be waived.

Mediation. D/S Hale informed the Board she is working with all parties to establish dates to continue the mediation process. Due to the retirement of our last mediator, a new one has been assigned to the case.

Graham Chief's Contract. D/S Hale explained there had been some confusion as to the duration of the proposed contract – the language has been changed to reflect this contract will expire at the same time the “current” Fire Fighter contract expires, which will be December 31, 2011.

Commissioner Skaggs moved to approve the Chief's Contract as amended to reflect an expiration date consistent with the current Fire Fighter's contract. Commissioner Pierson seconded the motion. Motion carried unanimously.

Systems Design. Deputy Chief Franz presented the Board with an Addendum to Professional Services Agreement with Systems Design to continue transport billing. He pointed out there are no changes in the billing amount or contract language from last year. Also presented was a Document Disposition Request to allow Systems Design to destroy our transport billing records per State guideline as opposed to returning them to us.

Commissioner Skaggs moved to sign the Addendum to Professional Services Agreement with Systems Design for transport billing services for 2011. Commissioner Pierson seconded the motion. Motion carried unanimously.

Commissioner Pierson moved to sign the Document Disposition Request with Systems Design to have them destroy our transport billing records per State guidelines. 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

None

OTHER BUSINESS

Draft Resolution No. 767, Standards for Service. Deputy Chief Franz presented the Board with draft Resolution No. 757, Standards for Service, for their review. He explained the proposed changes are mainly to the time targets and responding from four to five stations. When the original time targets were established, it was based on a starting spot of what we could analyze from a few months of data – these figures are now based on months of real-time data and responding from two more stations. The new time targets bring us closer to nationally-recognized standards.

Deputy Chief Franz asked the Board to review the proposed Resolution and let him know if they have any questions or would like further clarification.

GOOD OF THE ORDER/PUBLIC INPUT

None

EXECUTIVE SESSION

Deputy Chief Franz requested a 5-minute Executive Session under RCW 42.30.110(1)(g) to review the performance of a public employee, with no business to follow, and 10 minutes under RCW 42.30.110(1)(g) to review the performance of a public employee, with no business to follow.

Commissioner Gustafson announced a 5-minute Executive Session under RCW 42.30.110(1)(g) to review the performance of a public employee, with no business to follow, and 10 minutes under RCW 42.30.110(1)(g) to review the performance of a public employee, with no business to follow. Executive Session was announced as beginning at 7:30 p.m.

Commissioner Gustafson reconvened the Regular Board Meeting at 7:45 p.m.

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of January 10, 2011, was adjourned at 7:45 p.m.

Gerald W. Gustafson, Commissioner

Kathy J. Hale, District Secretary