

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
April 11, 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, Fire Chief Reggie Romines, Deputy Chief Gary Franz, Assistant Chief Todd Jensen, Assistant Chief Ryan Baskett, Public Prevention Education Officer Myra Merdian-Drake and District Secretary Kathy Hale

Absent: Assistant Chief Tony Judd and Assistant Chief Tom Mason had excused absences.

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

APPROVAL OF AGENDA:

Commissioner Pierson moved to modify the Agenda to take up the business of Resolution No. 770 at this time. Commissioner Skaggs seconded the motion. Motion carried unanimously.

NEW BUSINESS:

Resolution No. 770, Authorizing the Promotion of Troy Flowers to Lieutenant. District Secretary Hale read Resolution No. 770, Authorizing the Promotion of Troy Flowers to Lieutenant, into the record.

Commissioner Pierson moved the approval of Resolution No. 770, Authorizing the Promotion of Troy Flowers to Lieutenant, as presented. Commissioner Skaggs seconded the motion. Motion carried unanimously.

PRESENTATION:

Fire Fighter/Paramedic Troy Flowers was promoted to the position of Lieutenant, and presented his badge and bars. Congratulation Troy!

APPROVAL OF THE MINUTES:

The minutes of the Regular Board Meeting of March 28, 2011, were approved as presented.

The minutes of the Special Board Meeting of March 30, 2011, were approved as presented.

CORRESPONDENCE:

- Thank You Letter from a Citizen
- Thank You Letter from a Citizen
- Invitation from Mountain View Funeral Home & Memorial Park for the unveiling of their Memorial to First Responders of Pierce County, April 28, 2011, 3:00 p.m.
- Notice of Infraction from the City of Puyallup
- Letter from the City of Puyallup voiding the Notice of Infraction
- Thank You Letter from the Pierce County Fair Manager for participation in the 2011 Magnificent Mutt Show

FINANCIALS:

Construction Payables Vouchers # 04001 through #04004 in the amount of \$15,150.02 and General Payables Vouchers #04001 through #04060 in the amount of \$61,295.19 for a total of \$76,445.21 were presented for approval.

Commissioner Skaggs moved to accept the payables in the amount of \$76,445.21 after proper auditing. Commissioner Pierson seconded the motion. Motion carried unanimously.

GENERAL ADMINISTRATION:

Chief's Report

Chief Romines stated the proposed schedule is to have the promotion of Lieutenant/PM Waltrip to the position of Battalion Chief and Fire Fighter/Paramedic Kolibas to the position of Lieutenant take place on May 1, 2011. Both pinning ceremonies would occur at the May 9, 2011 Regular Board Meeting.

Chief Romines stated the proposed schedule is to have the promotion of Battalion Chief Richards to the position of Assistant Chief of Fleet and Facilities take place on June 1, 2011, with the pinning ceremony to occur at the June 13, 2011 Regular Board Meeting.

Commissioner Skaggs moved the promotion of Lieutenant/PM Waltrip to the position of Battalion Chief on May 1, 2011; the promotion of Fire Fighter/PM Kolibas to the position of Lieutenant on May 1, 2011; and the promotion of Battalion Chief Richards to the position of Assistant Chief of Fleet and Facilities on June 1, 2011, as proposed. Commissioner Pierson seconded the motion. Motion carried unanimously.

Station No. 21-0. Chief Romines presented an email from Scott Rose of the Department of Ecology to the Board wherein Mr. Rose accepted the District's plan to continue the remediation process as outlined.

Resolution No. 772, Outdoor Burning Regulations. Chief Romines presented the Board with draft Resolution No. 772, Outdoor Burning Regulations, for their review. He stated the draft incorporated the changes approved by the Board at their last meeting. He asked the Board to review the changes and contact himself or Deputy Chief Franz with any comments or questions.

Commissioner Gustafson inquired of the citizens in the audience if they had read the proposed changes and if they had any comments. The audience members stated they

had read the proposed changes and were fine with them. They also thanked the Board for taking quick action on these changes.

Commissioner Skaggs moved the approval of Resolution No. 772, Outdoor Burning Regulations, as presented. Commissioner Pierson seconded the motion. Motion carried unanimously.

Red Light Camera Violation. Chief Romines stated the issue has been resolved and the traffic infraction voided.

Incident Reports. Chief Romines presented the Board with the quarterly incident report and the Station No. 21-6 staffing report for their review.

Certificates of Appreciation. Chief Romines stated he received nine Certificates of Appreciation from Pierce County Sheriff Paul Pastor for our members who assisted with the memorial service for Deputy Shandon Wright. The Certificates were given to: Assistant Chief Todd Jensen; Lieutenant Jeff Davison; Fire Fighter/PM Brett Kanton; Fire Fighter Brian Budd; Fire Fighter William Higgins; Fire Fighter Robbie Hines; Fire Fighter/PM Brandon Dooley; Fire Fighter/PM Andrew Kolibas; Fire Fighter/PM Nathan Johnson.

The Board extended their appreciation to the nine members for their assistance.

Commissioner Skaggs stated he and Chief Romines had attended the Annual Pierce County Sheriff Department's Award Banquet, and the Department was presented with a Plaque and Certificate of Appreciation for our assistance with the memorial service.

PPEO Report

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

NEW BUSINESS (continued)

Resolution No. 771, Surplus Ladders. District Secretary Hale read Resolution No. 771, Surplus Ladders, into the record.

Commissioner Skaggs moved the approval of Resolution No. 771, Surplus Ladders, as presented. Commissioner Pierson seconded the motion. Motion carried unanimously.

OTHER BUSINESS

EMS Five-Year Master Plan. Chief Romines presented a Five-Year Master Plan for the EMS Division to the Board for their review. He stated Assistant Chief Jensen developed this Plan as directed within the District's Strategic Plan. He also thanked Assistant Chief Jensen for his outstanding work putting this Plan together and designing the EMS delivery system and division.

Chief Romines summarized the six identified areas, funding requests and their timelines included in the Master Plan: Inoculations/Pandemic Program funded annually for approximately \$3,000; Training Program, the addition of one person to the EMS Division and the purchase of an automated system for Quality Control and improved data extraction; Inventory Control Program, which is currently being finalized; Equipment

Replacement, our match of the FEMA Grant for the purchase of four Life Pak 15s and five power gurneys, along with an additional \$100,134 from the Bond Fund to complete the purchasing; Bariatric Program, continue to put the joint bariatric unit into service; Customer Satisfaction Program, final costs for the 2012 Budget.

Assistant Chief Jensen explained the Customer Satisfaction Program is not finalized yet, but would include some type of follow-up with our patients and possibly a random survey. The Program will be developed over the next few months and submitted to the Board for their review.

GOOD OF THE ORDER

None

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of April 11, 2011, was adjourned at 7:35 p.m.

Gerald W. Gustafson, Commissioner

Kathy J. Hale, District Secretary