

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
June 13, 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, Fire Chief Reggie Romines, Deputy Chief Gary Franz, Assistant Chief Tony Judd, Assistant Chief Tom Mason, Assistant Chief Todd Jensen, Assistant Chief Ryan Baskett, Assistant Chief Steve Richards, Public Prevention Education Officer Myra Merdian-Drake and District Secretary Kathy Hale.

Absent: Commissioner Robert E. Skaggs had an excused absence.

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

APPROVAL OF AGENDA:

Commissioner Pierson moved to approve the Agenda as presented.

Commissioner Gustafson seconded the motion. Motion carried unanimously.

APPROVAL OF THE MINUTES:

The minutes of the Regular Board Meeting of May 23, 2011, were approved as presented.

CORRESPONDENCE:

- Thank You Letter from a Citizen
- LeMay Police and Fire Fighter Appreciation Day Announcement
- Letter from Pierce County Auditor's Office – Special Election
- Letter from Commissioner Skaggs requesting an excused absence from tonight's meeting

FINANCIALS:

Construction Payables Vouchers # 06001 through #06002 in the amount of \$32,123.28 and General Payables Vouchers #05172 through #05174 in the amount of \$159.00, and #06001 through #06070 in the amount of \$79,911.17, for a total of \$112,193.45 were presented for approval.

Commissioner Pierson moved to accept the payables in the amount of \$141,977.27 after proper auditing. Commissioner Gustafson seconded the motion. Motion carried unanimously.

GENERAL ADMINISTRATION:

Chief's Report

Chief Romines informed the Board a Memorial Service for Chuck Garrano will occur June 24th, 2:30 p.m., at Tahoma National Cemetery in Covington.

BC Clawson is planning an informal gathering for BC Hannah on June 17th at the Varsity Grill in Tacoma in honor of his impending retirement. Please contact him if you plan on attending. There will also be an Open House at Headquarters Station on June 30th beginning at 12:00 noon.

Chief Romines announced the District will be participating in this year's Eatonville 4th of July Parade.

Mercedes Hose. Chief Romines reported he met with a representative from Mercedes Hose and the hose has been sent back to the company for inspection.

Long Term Disability MOU. Chief Romines informed the Board the Long Term Disability MOU cannot be implemented until January 1, 2012, due to IRS regulations wherein election to have the premiums payroll deducted must be decided and begun at the first of the year, not in the middle of the year.

Potholes at Station No. 21-5. Chief Romines stated staff received three quotes to pave the northern boundary dirt road at Station No. 21-5. The lowest quote came from Looker Asphalt in the amount of \$6,165 plus tax. Chief Romines concurred with Assistant Chief Richards' recommendation to accept the quote from Looker Asphalt.

Commissioner Pierson moved to go forward with paving the northern boundary road at Station No. 21-5 and accept the quote from Looker Asphalt in the amount of \$6,165 plus tax. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Regional Efficiency Efforts. Chief Romines reported Chiefs Thorson, Webb and himself have requested their EMS Divisions to evaluate opportunities to share physician advisors and back-up medic units. Chief Webb has also requested the possibility of sharing back-up fire engines, which the Fleet and Facilities Division is evaluating.

Directional Sign on 224th. Assistant Chief Baskett informed the Board a fire station directional arrow sign has been installed on 224th and 70th.

Video Conferencing. In an effort to stop people and vehicles from moving around between stations for meetings, the IT Division has been working on video conferencing between stations. This morning's staff meeting was a test run for the equipment – the meeting went very smoothly between Stations No. 21-1, 21-4 and 21-6.

Operations Chief. Effective June 6, 2011, Assistant Chief Baskett assumed the Operations Chief position for Graham Fire & Rescue. He has moved his office to Station No. 21-4. Assistant Chief Judd will utilize the conference room for the next few weeks until he goes onto "C" Shift.

Rainier to Ruston Relay. Chief Romines presented the Board with an email from Lieutenant Tom Faubion outlining the event. Lieutenant Faubion reported there were no

patients seen at their back-country EMS Station. The Board thanked Lieutenant Faubion for his dedicated work on this event, and Battalion Chief Waltrip who also assisted.

Efficiencies Task Force. Chief Romines reported he met with Task Force members last week to identify ways/methods to reduce costs to the District. He presented the Board with a list of “topics for discussion” and a proposed revision of the 2011 Budget that reflects approximately \$255,000 in savings. Chief Romines asked the Board if there were any items on the “topics for discussion” list that they did not want considered and asked their approval to move forward with revising the 2011 Budget as recommended.

Chief Romines stated he had gone over the list and recommendations with Commissioner Skaggs and Commissioner Skaggs had given his support to move forward with the 2011 Budget revision.

Commissioner Pierson moved to revise the 2011 Budget as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.

The Board gave their approval of the “topics of discussion” list as presented.

PPEO Report

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

NEW BUSINESS

Thank You Letter. Chief Romines presented the Board with a thank you letter from the staff at Cougar Mountain Junior High for helping with traffic control during their Science Fair. He also thanked Assistant Chief Judd and Assistant Chief Jensen for their participation and coordination of the District’s involvement.

Chief Romines stated he will be meeting with the School District officials to discuss our continued involvement during these overly crowded school events and the fire department’s involvement with conducting traffic control. Chief Romines said the main issue is the schools not having enough volunteers for the size of events they are putting on. The Board concurred that our involvement with traffic control is not our responsibility, but the District will be happy to continue staging a Medic Unit at events when needed. Chief Romines stated he would report back following his meeting with the school officials.

EMS Division. Chief Romines presented the Board with a recommendation to move forward with purchasing five gurneys and five LifePak 15’s as funded through the FEMA Grant. He stated the EMS Division and Work Group has spent many hours evaluating which gurney specifications would best meet our needs and recommends going with Stryker in the amount of \$64,548.86 which includes tax..

Commissioner Pierson moved to go forward with purchasing five power gurneys from Styker in the amount of \$64,548.86 (tax included) and five LifePak 15’s from Physio Control in the amount of \$134,630.79 (tax included), with the money from the FEMA Grant and Bond Fund, as recommended. Commissioner Gustafson seconded the motion. Motion carried unanimously.

OTHER BUSINESS

Assistant Chief Mason reported the Training Division is looking into implementing a new training certification process. He stated the goal is to improve the officer development program and Blue Card Certify members for critical systems and incident command. Details are being worked out and a budget put together for their review. The goal is to send one member to a Train-the-Trainer school in November and begin the program next year – budget dependent.

Assistant Chief Baskett reported the electronic reader board variance was submitted last Friday and the ORC injections occurred last week at Station No. 21-0. The wells will not be tested until the first quarter of next year. We will know at that time if the injections have cleared up the ground water.

GOOD OF THE ORDER

None

EXECUTIVE SESSION

Chief Romines requested two five-minute Executive Sessions under RCW 42.30.110(1)(g), to review the qualifications of a public employee, with no business to follow.

Commissioner Gustafson announced two five-minute Executive Sessions under RCW 42.30.110(1)(g), to review the qualifications of a public employee, with no business to follow. Executive Session was announced as beginning at 7:40 p.m.

Commissioner Gustafson reconvened the Regular Board Meeting at 7:50 p.m.

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of June 13, 2011, was adjourned at 7:52 p.m.

Gerald W. Gustafson, Commissioner

Kathy J. Hale, District Secretary