

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
August 8, 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, Assistant Chief Todd Jensen, Public Prevention Education Officer Myra Merdian-Drake and District Secretary Kathy Hale.

Absent: Deputy Chief Gary Franz, Assistant Chief Ryan Baskett, Assistant Chief Steve Richards 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 approve the Agenda as presented.

Commissioner Skaggs seconded the motion. Motion carried unanimously.

APPROVAL OF THE MINUTES:

The minutes of the Regular Board Meeting of July 25, 2011, were approved as presented.

CORRESPONDENCE:

- Thank You Letter from a Citizen
- Thank You Letter from a Citizen
- Attorney Quinn Letter to Dennis Bussell of Cintas

FINANCIALS:

Construction Payables Vouchers # 08001 through #08003 in the amount of \$250,930.04 and General Payables Vouchers #07148 through #07151 in the amount of \$59,234.46 and #08001 through #08051 in the amount of \$114,328.82 for a total of \$424,493.32 were presented for approval.

Commissioner Pierson moved to accept the payables in the amount of \$424,493.32 after proper auditing. Commissioner Skaggs seconded the motion. Motion carried unanimously.

GENERAL ADMINISTRATION:

Chief's Report

Chief Romines requested Board approval for vacation leave on August 9, 10, 11 and 26.

Commissioner Skaggs moved to approve vacation leave for Chief Romines on August 9, 10, 11 and 26. Commissioner Pierson seconded the motion. Motion carried unanimously.

Chief Romines informed the Board the Annual Graham Fire & Rescue Picnic will occur August 21, 2011, at Station No. 21-4 beginning at 1:00 p.m.

Mercedes Hose. Chief Romines stated the representative from Mercedes Hose has been on vacation the past week. He is hoping for a resolution on the matter late next week.

Informational Flyer. Chief Romines informed the Board the final cost for the printing and mailing of the EMS Levy Informational Flyer came in at \$7,018.04.

Operating Instruction No. 401, Volunteer Duty Program. Chief Romines presented the Board with a revised draft copy of Operating Instruction No. 401, Volunteer Duty Program, for their review. He stated the revision was done to allow for more flexibility to our volunteer response as a result of the Board's meeting with the volunteers two weeks ago.

Commissioner Skaggs moved the approval of the revised Operating Instruction No. 401, Volunteer Duty Program, as presented. Commissioner Pierson seconded the motion. Motion carried unanimously.

Fair Staffing Plan. Chief Romines presented the Board with the staffing plan for the Pierce County Fair. He stated the staffing numbers are decreased this year from previous years due to economics and a greater emphasis on volunteer help.

Graham Web Page. Chief Romines explained staff is looking to update our web page. One example is adding an "in the spotlight" component which features a different member of staff every few weeks. He presented the Board with an example of this new component for their review and approval. The Board gave their approval to move forward with updating our web page.

Department of Ecology. Chief Romines informed the Board Assistant Chief Richards and D/S Hale applied for and was awarded an exhaust retrofit grant from the Department of Ecology. Chief Romines requested Board approval for him to sign the Memorandum of Understanding on behalf of the District. He stated Attorney Quinn had reviewed and approved the document with no recommended changes.

Commissioner Skaggs moved the approval of Chief Romines signing the Memorandum of Understanding with Department of Ecology as presented. Commissioner Pierson seconded the motion. Motion carried unanimously.

PPEO Report

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

NEW BUSINESS

None

OTHER BUSINESS

Chief Romines requested Board approval to terminate the membership of Resident Fire Fighter Chris English. He explained Chris has been a contributing member of Graham Fire & Rescue for the past four years, but stopped actively participating on May 1, 2011, due to his work schedule.

Commissioner Skaggs moved the termination of Resident Fire Fighter Chris English. Commissioner Pierson seconded the motion. Motion carried unanimously.

Chief Romines stated Chris' personnel record will reflect he left the Department in good standing.

GOOD OF THE ORDER

None

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of August 8, 2011, was adjourned at 7:18 p.m.

Gerald W. Gustafson, Commissioner

Kathy J. Hale, District Secretary