

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
August 22, 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 Ryan Baskett, Assistant Chief Tom Mason, Public Prevention Education Officer Myra Merdian-Drake and District Secretary Kathy Hale.

Absent: Assistant Chief Todd Jensen and Assistant Chief Steve Richards had excused absences.

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

APPROVAL/MODIFICATION OF AGENDA:

Commissioner Pierson moved to accept the Agenda as presented. Commissioner Skaggs seconded the motion. Motion carried unanimously.

APPROVAL OF THE MINUTES:

The minutes of the Special Board Meeting of July 19, 2011, were approved as presented.

The minutes of the Regular Board Meeting of August 8, 2011, were approved as presented.

The minutes of the Special Board Meeting of August 15, 2011, were approved as presented.

CORRESPONDENCE:

- Invitation from High Point Community Church to attend a 911 Remembrance Ceremony

FINANCIALS:

Construction Payables Vouchers #08004 through #08005 in the amount of \$7,818.62, General Payables Vouchers #08052 through #08144 in the amount of \$440,422.75 and Account Transfers in the amount of \$452,672.18 for a total of \$900,913.55, of which \$628,287.29 was for Payroll and \$272,626.26 was for Payables, were presented for approval.

Commissioner Pierson moved to accept the payables in the amount of \$900,913.55 after proper auditing. Commissioner Skaggs seconded the motion. Motion carried unanimously.

**GENERAL ADMINISTRATION:
Chief's Report**

Chief Romines presented the Board with an invitation to attend a September 11th Remembrance Ceremony and Memorial Groundbreaking at the Evergreen-Rotary Park in Bremerton, 12 noon.

Chief Romines informed the Board the Annual Explorer Post Banquet will occur on September 8, 2011, from 6:00 to 8:00 p.m. at the Hospital Education Building.

Mercedes Hose. Chief Romines stated Mercedes is taking back all the MD-80 hose. The Aqua Flow Plus hose has all been retested, recertified and given back, all except for three lengths which were replaced. During the last few fires the District has had, the hose has performed well.

Operational Order No. 11-11. Chief Romines presented the Board with a draft Operational Order No. 11-11, Volunteer Staffing Integration, which captures discussions from the Special Board Meeting of July 19, 2011. He stated the O.O. has been sent to the Bargaining Unit to comment on and also the Volunteer Officers for their input. Chief Romines stated he will not formally activate the O.O. until he receives comments back from the two parties. The Board stated they did not see any issues with the O.O.

Engine 951. Chief Romines recommended to the Board Engine 951 be placed into reserve status and cache the equipment for future use. He stated this recommendation comes following several discussions regarding the low alarm responses with the vehicle and economical concerns keeping the vehicle running when there is another vehicle at Station 21-5 for the Volunteers to use.

Commissioner Pierson commented he did not see a problem with going in this direction seeing as there is still a vehicle at the Station for Volunteers to respond on. Commissioner Skaggs agreed and voiced the importance of all members being trained on all vehicles in the District. Commissioner Gustafson asked where the vehicle would be stored. Assistant Chief Baskett answered the engine would stay at Station No. 21-5.

Commissioner Skaggs moved to place Engine 951 into reserve status and cache the equipment for future use. Commissioner Pierson seconded the motion. Commissioners Pierson and Skaggs: yes. Commissioner Gustafson: no. Motion carried by a majority.

Assistance to Fire Fighters' Grant. Chief Romines asked for Board approval for staff to submit a grant to pay for sending current firefighters to paramedic school. He stated there will be no ability in the foreseeable future to hire new personnel, and due to recent promotions, a step-down, and long-term disability, the current core of firefighter/paramedics have the potential of becoming exhausted by the current increase call volume being experienced.

Chief Romines explained the grant would pay for the tuition and books, and also hiring temporary firefighters to fill the vacant positions while attending school. He stated staff would also like to ask for a new Mako air compressor unit for Station 21-3. Chief Romines reminded the Board the District's matching component would be 20 percent if both grants were awarded, which could equal upwards of \$40,000.

Commissioner Skaggs moved for staff to go ahead with applying for the Assistance to Firefighters' Grant as recommended. Commissioner Pierson seconded the motion. Motion carried unanimously.

MDA Fundraiser. Chief Romines informed the Board our members will be participating in the Annual MDA Fundraiser on September 2nd and 3rd. The Support Services vehicle was requested to be used – Chief Romines stated he approved the request.

Labor & Industries Committee. Chief Romines informed the Board Deputy Chief Franz attended the Washington Fire Chiefs L & I Committee meeting in Olympia recently. He presented an email from Deputy Chief Franz with the highlights of the meeting. A presentation was given at the meeting from an Oregon-based insurance company which will conduct a review of your current L & I premiums and loss-ratios to determine if you are paying too much. DS Hale is obtaining more information on the company and the services they offer.

Chief Romines stated Deputy Chief Franz's email also updates on the Station No. 21-4 electronic sign permit and our confirmation of a credit with the Washington Fire Chiefs' Association related to our cancellations for this year's Chiefs' Conference.

2011 Pierce County Fair. Chief Romines presented the Board with a report of this year's Fair responses for their review.

Training Report

Assistant Chief Mason presented the Training Report to the Board for their review.

NEW BUSINESS:

Operating Instructions. Chief Romines presented the Board with two draft Operating Instructions for their review: Operating Instruction No. 626, Training Tower/Grounds Use; Operating Instruction No. 319, Return to Work from Extended Leave/Absence.

2012 Budget Schedule. Chief Romines presented the Board with a draft 2012 Budget Schedule for their review. He asked the Board to review and let DS Hale or himself know if the schedule will work.

Fire Alarms System Station 21-1. Chief Romines reminded the Board Station 21-1 does not have a monitored fire flow system. He inquired if the Board would like staff to pursue the cost of installation and annual monitoring. The Board asked staff to find out the cost of installation and monitoring for their review.

Department of Ecology Grant. Chief Romines presented the Board with the final proposal from Cummins NW to install the grant-funded exhaust systems on our diesel vehicles. The amount is \$23,313.69. The Board previously approved going forward with the grant - this paperwork is simply acknowledging "yes" the District wants to proceed. Chief Romines stated he will give the go-ahead to proceed.

Fence Repair. Chief Romines requested \$438.48 from the Board's Emergency Fund to repair a fence. Personnel needed to cut open a fence to access a hydrant during a recent house fire.

Commissioner Skaggs moved to approve the expenditure of \$438.48 from the Board's Emergency Fund, 519.90.00.03, to repair the fence as requested. Commissioner Pierson seconded the motion. Motion carried unanimously.

Airgas Sales Agreement. Chief Romines presented the Board with a recommendation to sign a three-year agreement with Airgas to supply our medical oxygen and nitrous oxide. Chief Romines explained during a cost-comparison analysis, the EMS Division negotiated a new contract with Airgas which would substantially lower our product cost, eliminate the delivery charge and freeze any price increase to a maximum of 4.5% annually. He asked for Board approval of the Sales Agreement.

Commissioner Skaggs moved to approve the three-year Sales Agreement with Airgas as presented. Commissioner Pierson seconded the motion. Motion carried unanimously.

OTHER BUSINESS: None

GOOD OF THE ORDER/PUBLIC INPUT:

Commissioner Gustafson inquired about a recent discussion concerning the need to install risers on the Station 21-3 septic system. Chief Romines answered Assistant Chief Richards is looking further into the matter and will report back his findings and recommendation.

EXECUTIVE SESSION: None

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of August 22, 2011, was adjourned at 8:05 p.m.

Gerald W. Gustafson, Commissioner

Kathy J. Hale, District Secretary