

**GRAHAM FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
REGULAR BOARD MEETING  
September 26, 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 Steve Richards, Assistant Chief Tom Mason, Public Prevention Education Officer Myra Merdian-Drake and Secretary Kathy Hickok.

Absent: Assistant Chief Ryan Baskett and District Secretary Kathy Hale had excused absences.

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

**APPROVAL/MODIFICATION OF AGENDA:**

**Commissioner Skaggs moved to accept the Agenda following a change to the minutes date to September 12, 2011. Commissioner Pierson seconded the motion. Motion carried unanimously.**

**APPROVAL OF THE MINUTES:**

**The minutes of the Regular Board Meeting of September 12, 2011, were approved as presented.**

**CORRESPONDENCE:**

- Thank You Card from Dan Hannah

**FINANCIALS:**

Construction Payables Vouchers #09003 through #09004 in the amount of \$10,095.49, General Payables Vouchers #09061 through #09150 in the amount of \$421,925.59 and Account Transfers in the amount of \$469,834.80 for a total of \$901,855.88, of which \$624,221.39 was for Payroll and \$277,634.49 was for Payables, were presented for approval.

**Commissioner Pierson moved to accept the payables in the amount of \$901,855.88 after proper auditing. Commissioner Skaggs seconded the motion. Motion carried unanimously.**

**GENERAL ADMINISTRATION:**

**Chief's Report**

Chief Romines reminded the Board D/S Hale is on vacation this week.

Chief Romines stated Commissioner Skaggs, Commissioner Gustafson and himself attended the memorial service for former Graham Fire Chief Lefty Dolfin last Thursday.

Operating Instruction No. 412, General Alarm Response. Chief Romines requested Board approval of Operating Instruction No. 412, General Alarm Response, which was presented to the Board at their previous Regular Board Meeting.

**Commissioner Skaggs moved the approval of Operating Instruction No. 412, General Alarm Response, as presented. Commissioner Pierson seconded the motion. Motion carried unanimously.**

Operating Instruction No. 419, Burn Complaint Management. Chief Romines requested Board approval of Operating Instruction No. 419, Burn Complaint Management. He explained this draft O.I. had been presented to the Board at their previous Regular Board Meeting as No. 413, but needed to be changed to No. 419.

**Commissioner Skaggs moved the approval of Operating Instruction No. 419, Burn Complaint Management, as presented. Commissioner Pierson seconded the motion. Motion carried unanimously.**

Road Variance. Chief Romines informed the Board we received the variance needed to build the electronic reader-board sign at Station No. 21-4, but with conditions attached. One of those conditions is our current monument sign may need to be removed as the County is only allowing a maximum of 29 square feet of signage. The two signs combined will exceed that amount. Chief Romines stated staff is looking into the possibility of reducing the size of the monument sign so the two signs together come under the maximum size or if only one sign is going to be allowed.

Election Results. Chief Romines presented the Board with the Certification of Election from the Auditor's Office indicating our EMS Levy was approved with a 70.66% "yes vote".

Monitoring System. Chief Romines updated the Board with the costs of installing a monitoring system at Station No. 21-1: a digital phone line system would be \$150 to install and \$30 per month monitoring fee; radio monitoring system would be \$795 to install and \$35 per month monitoring fee. Assistant Chief Richards stated the station already has the needed phone line in place, and would recommend going with the digital system.

**Commissioner Skaggs moved to install a digital phone line monitoring system at Station No. 21-1 at the cost of \$150 and monthly monitoring fee of \$30. Commissioner Pierson seconded the motion. Motion carried unanimously.**

#### **PRESENTATION:**

Chief Romines introduced Fire Chief Vellias of South Pierce Fire & Rescue. Chief Vellias stated he was here on behalf of his Board of Fire Commissioners and members of South Pierce Fire & Rescue to recognize members of our crew for their assistance during a house fire on September 4, 2011. Chief Vellias read two letters of appreciation: one for the help of Lieutenant Prather and the crew of Engine 93 and Tender 94 who responded to the fire; one to Assistant Chief Baskett who also responded and assigned

crews to help cover South Pierce's district while the incident was occurring. He also stated Assistant Chief Baskett has responded many times to incidents in their district and wanted to thank him for his assistance.

Chief Romines stated he appreciates the working relationship the two districts have and the many times South Pierce has assisted Graham with mutual aid. The Board thanked Chief Vellias for his kind words and coming tonight.

The members of Engine 93 were: Fire Fighter Tang; Volunteer Fire Fighter Anderson. The members of Tender 94 were: Fire Fighter McAllister; Volunteer Fire Fighter Cornier.

### **Chief's Report (continued)**

Resolution No. 783. The Board tabled the approval of Resolution No. 783 until their next Regular Board Meeting.

Fire Comm Minutes. Chief Romines presented the Board with the minutes to the September 15, 2011 Fire Comm Budget Meeting. Commissioner Gustafson stated he had attended the meeting on behalf of the District. The 2012 Budget was approved as presented.

EF Recovery. Chief Romines explained to the Board EF Recovery (EFR) has been employed by several fire agencies around our region to capture money from insurance companies of insured citizens who are involved in motor vehicle accidents. EFR would provide us with software to identify and track accidents where the impact was significant enough to justify absorbent material usage to neutralize petroleum products on the roadway. EFR would then bill the insurance company up to \$500 per incident to pay for the absorbent material and our response. Chief Romines further explained there is a possibility for a monetary gain of up to \$25,000 per year given our response history over the past 12 months. The initial cost of the software would be \$3,750, annual maintenance fee of \$625, and the cost of the absorbent material.

Chief Romines stated the only concern he has is the perception of our citizens that this fee should be paid by their taxes, although it is the insurance company which would be billed not the citizen directly. Chief Vellias stated his district has been using EFR for the past 18 months and has not heard of any concerns from his citizens. Discussion ensued.

Commissioner Skaggs stated as long as our citizens would not be billed directly this program would help recoup our response and material usage, and help clean up the environment.

**Commissioner Pierson moved to employ the services of EF Recovery to bill insurance companies following a vehicle accident where absorbent material was used, with funds from the Emergency Fund 519.90.00.03 for the initial software purchase. Commissioner Skaggs seconded the motion. Motion carried unanimously.**

Fill the Boot. Chief Romines reported the Graham Fire Fighters raised \$12,498.77 this year for the Fill the Boot campaign. An increase over last year! Thank you to all who participated!

South Sound 911. Chief Romines asked the Board for their endorsement of the November election measure supporting the one-tenth of 1% sales tax increase to build new dispatch centers for Pierce County fire and police agencies. He also asked the Board to send a letter to Chief Jim Sharp at Fire Comm with their endorsement.

Commissioner Skaggs stated he would like the record to reflect the Pierce County Fire Commissioners Association has endorsed this measure. He also stated there is concern with the oversight of the project, and would like to see the commissioners and chiefs of the County involved with monitoring of the funds received should the measure pass.

**Commissioner Pierson moved the Board's endorsement of the South Sound 911 measure on the November election and to send a letter to Chief Sharp at Fire Comm stating such. Commissioner Skaggs seconded the motion. Motion carried unanimously.**

Regional Efficiencies One. Chief Romines informed the Board Assistant Chief Richards, Mechanic Brian Fortner and himself will be attending a multi-agency meeting on October 6<sup>th</sup> to evaluate possible regional savings by consolidating/merging/contracting for vehicle maintenance.

Regional Efficiencies Two. Chief Romines presented the Board with a worksheet detailing the items staff is evaluating as the district moves forward with co-staffing Station No. 21-6 with Orting Valley Fire & Rescue.

Hose Purchase & Repair. Chief Romines requested Board approval to expend from the Bond Fund \$1,250 (plus tax and shipping) to purchase 10 lengths of 1 ¾ hose, which would provide a small supply of reserve hose for the two new engines. He also requested Board approval to expend from the Emergency Fund, 519.90.00.03, approximately \$1,000 to repair hose that failed during hose testing.

**Commissioner Pierson moved the approval of expending from the Bond Fund \$1,250 (plus tax and shipping) to purchase 10 lengths of 1 ¾ inch hose as requested. Commissioner Skaggs seconded the motion. Motion carried unanimously.**

**Commissioner Pierson moved the approval of expending approximately \$1,000 from the Emergency Fund, 519.90.00.03, to repair hose that failed during recent hose testing. Commissioner Skaggs seconded the motion. Motion carried unanimously.**

#### **Training Report**

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

**NEW BUSINESS:** None

**OTHER BUSINESS:** None

#### **GOOD OF THE ORDER/PUBLIC INPUT:**

Commissioner Skaggs reported he and Commissioner Gustafson had attended the recent Annual NAEFO meeting, and there had been lengthy talk about a new campaign

on terrorism and the seven warning signs. He also reminded staff of the upcoming WFCA Health Care Workshops.

**EXECUTIVE SESSION:** None

**ADJOURNMENT**

**With no further business to come before the Board, the Regular Board Meeting of September 26, 2011, was adjourned at 7:45 p.m.**

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Gerald W. Gustafson, Commissioner

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Kathy J. Hale, District Secretary