

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
October 10, 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, Deputy Chief Gary Franz, Assistant Chief Ryan Baskett, Assistant Chief Todd Jensen, Assistant Chief Steve Richards, and District Secretary Kathy Hale

Absent: Fire Chief Reggie Romines, Assistant Chief Tom Mason, and Public Prevention Education Officer Myra Merdian-Drake had excused absences.

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

APPROVAL OF AGENDA:

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

APPROVAL OF THE MINUTES:

The minutes of the Regular Board Meeting of September 26, 2011, were approved as presented.

CORRESPONDENCE:

- Certificate of Appreciation

FINANCIALS:

Construction Payables Voucher # 10001 in the amount of \$2,514.88 and General Payables Vouchers #10001 through #10031 in the amount of \$19,719.19 and #10033 through #10046 in the amount of \$104,349.10 and Account Transfer in the amount of \$467.93 for a total of \$127,051.10 were presented for approval.

Commissioner Pierson moved to accept the payables in the amount of \$127,051.10 after proper auditing. Commissioner Skaggs seconded the motion. Motion carried unanimously.

GENERAL ADMINISTRATION:

Chief's Report

In the absence of Chief Romines, Deputy Chief Franz gave the following report:

D/S Hale will be on vacation from October 21st through November 2nd. Assistant Chiefs Baskett and Jensen will be on vacation next week.

The annual Fire Chiefs/Fire Commissioners Awards Banquet will be held December 1, 2011. Please let D/S Hale know if you plan on attending so your reservations can be made.

Commissioner Skaggs moved that those attending personally pay the amount over the dinner per diem rate for the Awards Banquet. Commissioner Pierson seconded the motion. Motion carried unanimously.

Resolution No. 783, Burn Regulations (revised). D/S Hale read Resolution No. 783, Burn Regulations, into the record. Deputy Chief Franz stated there have been no changes to the draft given to the Board at their previous Board Meeting.

Commissioner Pierson moved the approval of Resolution No. 783, Burn Regulations, as presented. Commissioner Skaggs seconded the motion. Motion carried unanimously.

South Sound 911. Deputy Chief Franz presented the Board with a copy of their letter in support of the South Sound 911 Proposition for their records.

Cintas Mediation. Deputy Chief Franz asked the Board to approve our participation in a mediation process with Cintas, as recommended by Attorney Quinn. The cost would be \$180 for each party for a four-hour session with the Pierce County Center for Dispute Resolution.

Commissioner Skaggs moved the approval of the District entering into the mediation process with Cintas through the Pierce County Center for Dispute Resolution and to pay the necessary fee. Commissioner Pierson seconded the motion. Motion carried unanimously.

Flu Shots. Deputy Chief Franz reported the District will be offering flu shots to members again this year. Assistant Chief Jensen inquired if the last week in October or first week in November would work best for the Board. Commissioner Gustafson stated the first week in November as all Board members will be at their annual conference the last week of October.

Overtime Reimbursement. Deputy Chief Franz informed the Board the District will be billing Bethel School District for 18.75 hours of overtime for our support in a recent memorial service at Graham Kapowsin High School. He stated the school was very appreciative of our support in providing dedicated personnel for the event.

Hazardous Materials Vehicle. Deputy Chief Franz reported the Operations Group of the Pierce County Hazardous Materials Incident Team is recommending replacement of the vehicle owned by Central Pierce and the Team due to age, mechanical issues and reliability. The Team has located a 1990 rescue vehicle for sale back east for \$36,000, which from preliminary conversations with the owners would meet the needs of the Team. Attorney Quinn opined we will need to follow the bid process for a purchase of this nature. Deputy Chief Franz requested Board approval to go forward with the bid process for a rescue vehicle.

Commissioner Skaggs moved the approval to go forward with the bid process for the purchase of a used rescue vehicle for the Pierce County Hazardous Materials

Incident Team. Commissioner Pierson seconded the motion. Motion carried unanimously.

Special Board Meeting. Deputy Chief Franz reminded the Board of their Special Board Meeting this Thursday, October 13, 2011, beginning at 4:00 p.m. to receive the Draft 2012 Budget.

Physio-Control Contract. Deputy Chief Franz requested Board approval of a Technical Service Support Contract with Physio-Control to support our new Life-Pak 15 Defibrillators. The contract is five years in length back-dated to August 15, 2011, when we took possession of the equipment.

Commissioner Pierson moved the approval and signing the Technical Service Support Contract with Physio-Control for our new Life-Pak 15 Defibrillators as presented. Commissioner Skaggs seconded the motion. Motion carried unanimously.

Gurney Contract. Deputy Chief Franz requested Board approval of a five-year Service Contract with Stryker to support our new gurneys. Assistant Chief Jensen stated the contract will begin following our two-year warrantee, but signing on now would afford us the current rate, \$2,656 per year for five years. The contract begins October 15, 2011, and goes through October 14, 2018.

Commissioner Pierson moved the approval and signing of the Service Contract with Stryker for our new gurneys as presented. Commissioner Skaggs seconded the motion. Motion carried unanimously.

PPEO Report

Public Prevention Education Officer Myra Merdian-Drake had an excused absence due to her vacation. No report was given.

NEW BUSINESS

None

OTHER BUSINESS

Volunteer Equipment. Deputy Chief Franz presented a report from Battalion Chief Espinosa detailing radio equipment needed in order to supply the come-from-home volunteers with radios as recommended by the Board. He asked the Board to approve an expenditure of \$832.80 for the equipment needed. Commissioner Skaggs thanked B/C Espinosa for putting such a detailed report together.

Commissioner Skaggs moved the expenditure of \$832.80 for radio equipment outlined in the report. Commissioner Pierson seconded the motion. Motion carried unanimously.

GOOD OF THE ORDER

Deputy Chief Franz informed the Board that Retired Fire Chief Horace Kanno, Key Peninsula Fire Department, passed away October 8, 2011. Services have not yet been scheduled, but he will inform the Board when they are.

EXECUTIVE SESSION

Deputy Chief Franz requested a 20-minute Executive Session under RCW 42.30.140, professional negotiations, with possible business to follow.

Commissioner Gustafson announced a 20-minute Executive Session under RCW 42.30.140, professional negotiations, with possible business to follow. Executive Session was announced as beginning at 7:30 p.m.

An announcement was made at 7:50 p.m. to extend the Executive Session another 20 minutes.

Commissioner Gustafson reconvened the Regular Board Meeting at 8:10 p.m. He stated that during the Executive Session discussion was had regarding professional negotiations.

Commissioner Skaggs moved to direct staff to draft a performance-based step program for the Administrative Support Personnel for their review. Commissioner Pierson seconded the motion. Motion carried unanimously.

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of October 10, 2011, was adjourned at 8:15 p.m.

Gerald W. Gustafson, Commissioner

Kathy J. Hale, District Secretary