

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
January 9, 2012**

CALL TO ORDER

Commissioner Pierson 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, Assistant Chief Steve Richards, Public Prevention Education Officer Myra Merdian-Drake and District Secretary Kathy Hale

Absent: Deputy Chief Gary Franz, Assistant Chief Ryan Baskett and Assistant Chief Tom Mason had excused absences.

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

APPROVAL OF AGENDA:

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

APPROVAL OF THE MINUTES:

The minutes of the Special Board Meeting of December 21, 2011, were approved as presented.

CORRESPONDENCE:

- Thank You Letter from a Citizen
- Washington Fire Commissioners Association Conference Announcement
- Pierce County Elections Department, November Election Costs of \$17,499.58

FINANCIALS:

2011 General Payables Vouchers #13001 through #13055 in the amount of \$37,671.33, 2012 General Payable Vouchers #01001 through #01014 in the amount of \$16,178.79 and Account Transfers in the amount of \$261.19 for a total of \$54,111.31 were presented for approval.

Commissioner Gustafson moved to accept the payables in the amount of \$54,111.31 after proper auditing. Commissioner Skaggs seconded the motion. Motion carried unanimously.

GENERAL ADMINISTRATION:

Chief's Report

Chief Romines reported on the following:

Legislative Day in Olympia will occur January 25, 2012.

Resident Volunteer Fire Fighter James Hansen has resigned from the Department.

Congratulations to Fire Fighter/Paramedic Janelle Barr on the recent birth of her son, Holden!

Station No. 21-0. Chief Romines presented the Board with a recommendation from Assistant Chief Baskett that we move forward with testing well #7 to see if the injection process done last summer cleared up the groundwater. He explained, following the testing, the next step could be digging a seventh well on the perimeter to test that area's groundwater. The estimated cost from John Hildenbrand is \$16,300 plus tax. Chief Romines reminded the Board they placed \$5,000 in the 2012 Budget for Station No. 21-0 remediation, so is asking for approval to expend \$11,300 plus tax from the Emergency Fund, 519.90.00.03, to complete the work. Discussion followed.

Commissioner Skaggs moved to proceed with the testing at Station No. 21-0 and outcome dependent also drill a seventh test well, with the additional funds coming from the Emergency Fund, 519.90.00.03, for a total project cost of \$16,300 plus tax. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Labor Contract. Chief Romines announced the two collective bargaining agreements with the union have been finalized. He reminded the Board they approved the tentative agreements last month, so is now asking for their signatures on the documents.

Commissioner Skaggs moved the approval and signature of the 2012 through 2014 Labor Agreements with Local No. 726, Fire Fighters and Chiefs, as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Medic Unit Placement. Chief Romines explained in mid-December one of our medic units was parked outside Station No. 21-6 in anticipation for maintenance work the following morning. That evening, temperatures went below freezing which brought the drugs on-board below the pharmaceutical company's recommended range. Approximately \$1,200 worth of drugs was lost due to freezing. Chief Romines stated he instructed Assistant Chief Jensen to conduct an investigation into the matter, which found the District has no policy in place giving direction on medic unit placement with regards to temperatures.

Commissioner Skaggs inquired about policies to take the drug box off a vehicle if it was going in for repair. Assistant Chief Jensen answered there is a policy in place if the vehicle is going outside the district and out-of-service. He explained this vehicle was out-of-service, but within our district/just moved to another station for repair - there is not specific policy for that type of relocation.

Chief Romines informed the Board an Operational Order will be developed to define the procedure for out-of-service/in-district vehicles and the items to be removed.

Training Burn. Chief Romines reported the District will participate with Orting Valley Fire & Rescue in a training burn in Orting on January 14, 2012.

Alarm Activity. Chief Romines presented the Board with the 4th Quarter 2011 Summary of alarm activity and the 2011 Overall Summary, for their review.

Operating Instruction No. 123. Chief Romines presented the Board with draft Operating Instruction No. 123, Overtime Policy, for their review. He stated he would be asking for Board approval at their next meeting.

PPEO Report

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

NEW BUSINESS

Resolution No. 793, Surplus Equipment. D/S Hale read Resolution No. 793, Surplus Equipment, into the record.

Commissioner Skaggs moved the approval of Resolution No. 793, Surplus Equipment, as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.

OTHER BUSINESS

Testing Process. Chief Romines handed out the testing schedule for the upcoming lieutenants and captains testing process.

Operating Instruction No. 423, Chief Duty Officer. Chief Romines presented the Board with Operating Instruction No. 423, Chief Duty Officer, for their review. He stated he has received and incorporated union comments, and will be asking for Board approval at their next meeting.

Volunteer Fire Fighter Applications. Chief Romines presented the Board with three Volunteer Fire Fighter Applications for their review. He requested Board approval of the three applicants.

Commissioner Skaggs moved the approval of three Volunteer Fire Fighter applications presented: David Serr; Timothy Thomas; Chad Weathers, as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Boeing Property. Chief Romines informed the Board a Boeing official contacted him today regarding selling our property to Boeing. He reminded the Board they had discussed a sale a few years ago, but the finalization had been put on hold by Boeing due to economic conditions. Chief Romines stated the first step in the process would be for the Board to surplus the property. He also stated he is in the process of analyzing the worth of the property compared to other properties in the area.

Resolution No. 794, Surplus Property. Chief Romines presented the Board with draft Resolution No. 794, Surplus Property, for their review and consideration. Discussion followed.

D/S Hale read Resolution No. 794, Surplus Property, into the record.

Commissioner Skaggs moved the approval of Resolution No. 794, Surplus Boeing Property, as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.

GOOD OF THE ORDER

None

EXECUTIVE SESSION

Chief Romines requested a five-minute Executive Session under RCW 42.30.140, to adopt a position for collective bargaining with possible business to follow, and five minutes under RCW 42.30.110(1)(c), to consider price for real estate sale when public knowledge could affect sale price with no business to follow.

Commissioner Pierson announced a five-minute Executive Session under RCW 42.30.140, to adopt a position for collective bargaining with possible business to follow, and five minutes under RCW 42.30.110(1)(c), to consider price for real estate sale when public knowledge could affect sale price with no business to follow. Executive Session was announced as beginning 7:45 p.m.

Commissioner Pierson reconvened the Regular Meeting at 7:55 p.m.

Commissioner Skaggs moved to implement a 5-Tier Step Wage program for Administrative Support Staff. Commissioner Gustafson seconded the motion. Motion carried unanimously.

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of January 9, 2012, was adjourned at 8:05 p.m.

Verne M. Pierson, Commissioner

Kathy J. Hale, District Secretary