

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
February 25, 2013**

CALL TO ORDER

Commissioner Pierson called the meeting to order at 7:00 p.m.

Attendance:

Present: Commissioner Gerald W. Gustafson (by telephone), Commissioner Verne M. Pierson, Commissioner Robert E. Skaggs, Fire Chief Reggie Romines, Assistant Chief Ryan Baskett, Assistant Chief Tony Judd, Assistant Chief Todd Jensen, Assistant Chief Steve Richards, Public Prevention Education Officer Myra Merdian-Drake and District Secretary Kathy Hale.

Absent: Assistant Chief Tom Mason had an excused absence.

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

APPROVAL OF AGENDA:

Commissioner Skaggs moved to approve the Agenda as presented.

Commissioner Gustafson seconded the motion. Motion carried unanimously.

APPROVAL OF THE MINUTES:

The minutes of the Regular Board Meeting of February 11, 2013, were approved as presented.

CORRESPONDENCE:

- First Responders Breakfast Invitation
- Letter from Fire Chief Vellias, South Pierce Fire & Rescue
- Letter from Spartan
- Letter from Spartan

FINANCIALS:

Construction Payable Voucher #13001 in the amount of \$30,459.65, General Payable Vouchers #189 through #236 in the amount of \$32,417.60 and General Payable Vouchers #13040 through #13077 in the amount of \$315,978.48 and Account Transfers in the amount of \$468,081.44 for a total of \$846,937.17, of which \$607,094.72 was for Payroll and \$239,842.45 was for Payables, were presented for approval.

Commissioner Gustafson moved to accept the payables in the amount of \$846,937.17 after proper auditing. Commissioner Skaggs seconded the motion. Motion carried unanimously.

GENERAL ADMINISTRATION:

Chief's Report

Chief Romines reported on the following:

The District received an invitation to attend the badge pinning ceremony of the new Central Pierce Fire & Rescue Fire Chief, Keith Wright, to be held on March 14, 2013.

Various businesses in the area are hosting a free First Responder Breakfast on March 9, 2013. All are welcome to attend.

Elk Plain Emergency Preparedness Fair is occurring on February 23, 2013.

South Sound 911. Nothing new to report.

Ladder 91. Chief Romines informed the Board the ladder truck has been placed out of service due to a potential for the ladder raising cylinders to fail. The Spartan Company will be replacing the cylinders. The vehicle will need to be driven to Portland for the repairs. More to follow as to when the repairs will take place.

Cardiac Initiative Report. Chief Romines presented the Board with a summary report authored by Assistant Chief Jensen, EMS Division, evaluating the Graham Fire & Rescue EMS Cardiac Initiative. He stated the recommendations contained within are under consideration at this time. The full report, with supporting documents, is available in his office if the Board would like to review it.

I.T. Division Report. Chief Romines presented the Board with an I.T. Division report authored by Division Head Lyle Stahnke detailing accomplishments in 2012 and an assessment of future needs, which will be addressed in the upcoming budget process.

Leave Request. Chief Romines requested Board approval for taking vacation leave March 11th through the 15th.

Commissioner Skaggs moved the approval of Chief Romines' request for vacation leave March 11th through the 15th. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Training Report

Chief Romines presented the Training Report in the absence of Assistant Chief Mason.

NEW BUSINESS

Resolution No. 810, Write Off Certain ALS/BLS Transport Accounts. District Secretary Hale read Resolution No. 810, Write Off Certain ALS/BLZ Transport Accounts, into the record.

Commissioner Skaggs moved the approval of Resolution No. 810, Write Off Certain ALS/BLS Transport Accounts, as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.

OTHER BUSINESS

Chief Romines explained at the last Board Meeting the Board approved paying an emergency room invoice for a volunteer who had an incident while on duty. The same incident has produced a second bill for the emergency room physicians in the amount of \$482. He requests Board approval to pay this bill.

Commissioner Gustafson moved the approval of paying the bill in the amount of \$482, as presented. Commissioner Skaggs seconded the motion. Motion carried unanimously.

Operating Instruction No. 201, Vehicle Operation Safety. Chief Romines presented draft Operating Instruction No. 201, Vehicle Operation Safety, to the Board for their review. He stated he will be asking for Board approval at their next meeting.

Washington Fire Chiefs' Conference. Chief Romines informed the Board the Washington Fire Chiefs' Conference is scheduled for May 20th – 24th. He would like to see Assistant Chief Baskett attend, but wanted to make sure the Board supports the idea given the current economics. Assistant Chief Baskett stated, given our limited resources, he would like to see the District break up the conferences and have only one person from Administration attend the various ones which are coming up; i.e., Assistant Chief Judd attend the Commissioners' Conference rather than the Chiefs' Conference.

Commissioner Skaggs voiced he would like to see both Assistant Chief Baskett and Assistant Chief Judd attend the Chiefs' Conference, but understands our current budget constraints and the reasoning behind sending just one person this year.

Commissioner Skaggs moved the approval of Assistant Chief Baskett to attend the Washington Fire Chiefs' Conference May 20th – 24th. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Regional HazMat Team. Chief Romines explained the Regional HazMat Team has been unsuccessful in finding and purchasing a vehicle. Recently Assistant Chief Banks from Central Pierce Fire & Rescue offered the Team the use of their air light vehicle with the condition the annual maintenance and insurance is borne by the Team. Chief Romines stated, as lead agency for the Team, he would like to call a Policy Board Meeting to discuss the option, and if approved, would bring an Agreement back to our Board for approval.

Assistant Chief Judd indicated the vehicle was originally designed as a hazmat rig and would fit perfectly for the needs of the Team. Also, there are other agencies with hazmat vehicles who have expressed a willingness to allow their rigs to be used under the same condition of paying for annual maintenance and insurance. This idea of sharing vehicles would be a very good alternative to purchasing a vehicle and probably more cost-effective in the long run.

GOOD OF THE ORDER

Commissioner Pierson stated he is continuing to work on the update for our Mitigation Plan. He has recently contacted several ham radio operators' clubs to see if they would be interested in helping during emergencies. To date, he has not heard back from anyone.

EXECUTIVE SESSION

Chief Romines requested a 20-minute Executive Session under RCW 42.30.140 to adopt a position for collective bargaining, with possible business to follow.

Commissioner Pierson announced a 20-minute Executive Session under RCW 42.30.140 to adopt a position for collective bargaining, with possible business to follow. Executive Session was announced as beginning at 7:25 p.m.

Commissioner Pierson reconvened the Regular Board Meeting at 7:45 p.m. He announced that during the Executive Session discussion was had regarding a MOU between the District and the Bargaining Units.

Commissioner Skaggs moved to approve an MOU between the District and Local 726 allowing for the banking of 72 hours of sick leave as a buffer for serious injuries or illnesses, not to include L & I injuries. Commissioner Gustafson seconded the motion. Motion carried unanimously.

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of February 25, 2013, was adjourned at 7:50 p.m.

Verne M. Pierson, Commissioner

Kathy J. Hale, District Secretary