

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
JULY 8, 2013**

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 Ryan Baskett, Deputy Chief Tony Judd, Public Prevention Education Officer Myra Merdian-Drake, and Support Specialist Jodi Reynolds.

Absent: Assistant Chief Todd Jensen, Assistant Chief Tom Mason, Assistant Chief Steve Richards, and District Secretary Kathy Hale had excused absences.

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

Chief Baskett requested a five-minute Executive Session under RCW 42.30.110(1)(g) to evaluate qualifications of a public employee or review their performance, with no business to follow.

APPROVAL OF AGENDA:

Commissioner Skaggs moved to modify the Agenda to include a five-minute Executive Session under RCW 42.30.110(1)(g) as requested by Chief Baskett. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Commissioner Pierson announced a five-minute Executive Session under RCW 42.30.110(1)(g) to evaluate qualifications of a public employee or review their performance, with no business to follow. The Executive Session was announced as beginning @ 7:05 p.m.

Commissioner Pierson reconvened the Regular Board Meeting at 7:10 p.m. He announced that during Executive Session discussion was had regarding evaluating the qualifications of a public employee or review their performance.

APPROVAL OF THE MINUTES:

The minutes of the Regular Board Meeting of June 24, 2013, were approved as presented.

CORRESPONDENCE:

- Invitation to Silver Creek's 4th Annual Car Show and BBQ

FINANCIALS:

Payable Check #16463 in the amount of \$10,000.00 and Payable Vouchers #791 through #826 in the amount of \$34,040.13 and a Payroll EFT in the amount of \$172,154.00, for a total of \$216,194.13.

Commissioner Skaggs moved to accept the payables in the amount of \$216,194.13 after proper auditing. Commissioner Gustafson seconded the motion. Motion carried unanimously.

GENERAL ADMINISTRATION:

Chief's Report

Chief Baskett reported on the following:

The Chief's Pinning Ceremony held on July 2nd went well, and Chief Baskett is grateful for the support being shown to him and is anxious to redirect his focus on work.

Assistant Chief Jensen is on vacation until July 15th and again from July 17th through July 24th. Assistant Chief Mason and Assistant Chief Richards are on vacation this week and next.

Fire Fighter Ryan McAllister is approved to return to full duty and will be back on shift shortly.

South Sound 911. Chief Baskett informed the Board he will be attending the Operations Board meeting on July 12th and will report back to them.

Health Care Reform. Chief Baskett presented the Board with an article from The News Tribune stating the Obama Administration announced a one year delay of the implementation of the mandate requiring medium and large companies provide health care coverage for their employees or face fines. Originally the mandate was to take effect January 1, 2014, and has now been delayed until 2015.

Station No. 21-0. Chief Baskett reported to the Board the grant paperwork has been submitted, and he is working to get us moved up on the priority list.

Operating Instruction No. 423, On-Call Chief Duty Officer. Chief Baskett requested approval from the Board of Operating Instruction No. 423.

Commissioner Skaggs moved the approval of Operating Instruction No. 423, On-Call Duty Officer, as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.

DuPont Fire Request. Chief Baskett informed the Board he has contacted DuPont Fire and provided them with three options for temporary help. He stated Deputy Chief Judd and he put together a cost for them to contract services directly with us. They based the estimate on the salary and benefit package of an Assistant Chief. He reported they had not yet received a response from DuPont Fire.

NAEFO Annual Conference. Chief Baskett notified the Board rooms have been secured for the conference in September.

Dormant Business. Chief Baskett informed the Board he has added a category to his Chief's Report called "Dormant Business," ongoing business for which nothing new has occurred since the last Board Meeting. He stated the Dormant Business items for this report are:

- Joint Impact Fee Committee
- Tacoma Fire Paramedic Course
- Budget Committee Recommendations

Destry Wilcox. Chief Baskett notified the Board Volunteer Fire Fighter Destry Wilcox has requested a return to the Department. Chief Baskett requested Board approval to allow him to return.

Commissioner Skaggs moved to allow Volunteer Fire Fighter Destry Wilcox to return to the Department. Commissioner Gustafson seconded the motion. Motion carried unanimously.

County Assessor's Site. Chief Baskett reported to the Board he and Deputy Chief Judd have been researching the County Assessor's web page. He stated the updated 2013 reports and 2014 tax predictions are showing a 1.143% increase in residential value and 1.8% increase in commercial value for our Fire District.

SAFER Grant. Chief Baskett informed the Board the preliminary information for the SAFER Grant application is out, and with Board approval he plans to move forward with the application process when it opens. He explained he intends to apply for funds to secure the at-risk positions and fill vacancies created by the economic downturn. He stated Station 21-6 would be included in the proposal as part of the staffing plan.

IT Proposal for Orting Valley Fire & Rescue. Chief Baskett reported to the Board Deputy Chief Judd and the IT Division created a proposal for providing IT services to Orting Valley Fire & Rescue and delivered it to Chief Gibson, who will potentially take it to their Board. Commissioner Skaggs inquired if a contract had been drawn up yet and Chief Baskett responded once they receive confirmation from Chief Gibson then he will direct staff to draft a contract.

Mercedes Hose. Chief Baskett notified the Board more sections of hose have been bunching up at the ends, and two sections are being returned to the manufacturer for evaluation.

Divisional Updates

Chief Baskett provided for the Board the Top Three Critical Tasks for each Division for their review.

PPEO Report

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

NEW BUSINESS

Resolution No. 819, Promote Anthony D. Judd to Position of Deputy Chief of Fire Services.

Support Specialist Jodi Reynolds read Resolution No. 819, Promote Anthony D. Judd to Position of Deputy Chief of Fire Services, into the record.

Commissioner Skaggs moved the approval of Resolution No. 819, Promote Anthony D. Judd to Position of Deputy Chief of Fire Services, as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.

The Board presented Deputy Chief Judd with a Certificate of Promotion and congratulated him.

Resolution No. 820, Appoint Jodi R. Reynolds to Position of Board Secretary.

Deputy Chief Judd read Resolution No. 820, Appoint Jodi R. Reynolds to Position of Board Secretary, into the record.

Commissioner Gustafson moved the approval of Resolution No. 820, Appoint Jodi R. Reynolds to Position of Board Secretary, as presented. Commissioner Skaggs seconded the motion. Motion carried unanimously.

Resolution No. 821, Request for Representation on South Sound 9-1-1 Policy Board.

Support Specialist Jodi Reynolds read Resolution No. 821 Request for Representation on South Sound 9-1-1 Policy Board, into the record.

Commissioner Skaggs moved the approval of Resolution No. 821, Request Representation on South Sound 9-1-1 Policy Board, as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Commissioner Pierson directed staff to send copies of Resolution No. 821 to Pierce County and the South Sound 9-1-1 member agencies. He stated he would give a copy to County Executive Pat McCarthy at the Pierce County Commissioners Association meeting being held at Graham Fire & Rescue on July 25th.

Resolution No. 822, Declare Certain Apparatus Surplus to the Needs of the District.

Deputy Chief Judd read Resolution No. 822, Declare Certain Apparatus Surplus to the Needs of the District, into the record.

Commissioner Skaggs moved the approval of Resolution No. 822, Declare Certain Apparatus Surplus to the needs of the District, as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.

OTHER BUSINESS

Chief Baskett informed the Board Nathan Johnson has requested a refund of \$325.00 which has been deducted from his pay for a Class A uniform not yet purchased. Chief Baskett requested Board approval.

Commissioner Skaggs moved the approval of the refund of \$325.00 to Fire Fighter/Paramedic Nathan Johnson for a Class A Uniform not yet purchased. Commission Gustafson seconded the motion. Motion carried unanimously.

GOOD OF THE ORDER

Commissioner Skaggs stated the committee has finished the master plan for the North Bend Training Academy.

Commissioner Pierson informed staff the State Legislature swept \$10.8 million out of State 911 funds in order to balance the budget. He explained most of the money came back to fund military programs and education. He stated he would be attending a meeting next Wednesday or Thursday to discuss the State Legislature's actions further.

EXECUTIVE SESSION

Chief Baskett requested a five-minute Executive Session under RCW 42.30.140 to adopt a position for collective bargaining, with possible business to follow. Chief Baskett requested a five-minute Executive Session under RCW 42.30.110(1)(f) to evaluate a complaint against a public employee, with no business to follow. Chief Baskett requested a five-minute Executive Session under RCW 42.30.110(1)(g) to evaluate the qualifications of a public employee, 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; a five-minute Executive Session under RCW 42.30.110(1)(f) to evaluate a complaint against a public employee, with no business to follow; and a five-minute Executive Session under RCW 42.30.110(1)(g) to evaluate the qualifications of a public employee, with no business to follow. The Executive Session was announced as beginning at 7:45 p.m.

Commissioner Pierson reconvened the Regular Board Meeting at 8:02 p.m. He announced that during the Executive Sessions discussion was had regarding an MOU between the District and the Bargaining Units, evaluating a complaint against a public employee, and evaluating the qualifications of a public employee.

Commissioner Skaggs moved to approve the MOU between the District and Local 726 changing Article 10.8 in the Fire Fighters' BU contract and changing Article 22.6 in the Chiefs' and Fire Fighters' BU contracts. Commissioner Gustafson seconded the motion. Motion carried unanimously.

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of July 8, 2013, was adjourned at 8:05 p.m.

Verne M. Pierson, Commissioner

Anthony D. Judd, District Secretary