

**GRAHAM FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
REGULAR BOARD MEETING  
AUGUST 12, 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, Assistant Chief Todd Jensen, Public Prevention Education Officer Myra Merdian-Drake, and Board Secretary Jodi Reynolds.

Absent: Assistant Chief Tom Mason and Assistant Chief Steve Richards had excused absences.

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

**APPROVAL OF THE 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 July 22, 2013, were approved as presented.**

**CORRESPONDENCE:**

- Invitation to the 2013 Pierce Co. Fire Commissioners Association Annual Picnic
- A Thank You Letter from a Citizen
- Pierce Co. Fire Prevention Bureau Monthly Report for July 2013

**FINANCIALS:**

Payable Vouchers #902 through #957 in the amount of \$47,138.18 and Account Transfers in the amount of \$59.13 for a total of \$47,197.31 were presented for approval.

**Commissioner Skaggs moved to accept the payables in the amount of \$47,197.31, after proper auditing. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

**GENERAL ADMINISTRATION:  
Chief's Report**

Chief Baskett reported on the following:

The Graham Fire & Rescue family has two new additions. Kelli and Derick Colonna are the proud parents of a new baby boy, Reece. Brett and Kortnie Kanton also welcomed a new baby boy, Ethan, to their family. Everyone is happy and healthy! Congratulations!

Deputy Chief Judd and Assistant Chief Richards were off on vacation last week, and Assistant Chief Mason is scheduled off this week.

The Pierce County Fair concluded on Sunday. Public Prevention and Education Officer Merdian-Drake believes we have participated in the fair for 34 years. Thank you to Public Prevention and Education Officer Merdian-Drake and others for an excellent effort again this year!

The department is planning to hold a Chief's Testing Process to establish an eligibility list by the end of this year. Please see the attached testing notice.

South Sound 911. Chief Baskett informed the Board he attended the monthly operations meeting Friday, August 9<sup>th</sup>, and the updated minutes would be added to their Board books by the next Board Meeting.

SAFER Grant. Chief Baskett stated to the Board the SAFER Grant application period is now open, and he and Deputy Chief Judd are developing the grant language and calculating the numbers. Chief Baskett explained early budget projections indicate the District's expenditures will exceed its revenue. Chief Baskett recommended using the grant to help secure the six to eight positions currently at risk. Chief Baskett informed the Board he would have specific numbers prepared for the August 26, 2013, Board Meeting.

Station No. 21-0. Chief Baskett reported to the Board Assistant Chief Richards recommends we select Holt Services Inc. to decommission the wells and remove pipes, bollards and debris for a cost of \$2,975.68. Chief Baskett requested Board approval to proceed and utilize the Emergency Fund line item.

**Commissioner Skaggs moved to approve proceeding with the decommissioning of the wells at Station No. 21-0 with funds not to exceed \$3,000 from the Emergency Fund, No. 519.90.00.03. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

Health Care Reform. Chief Baskett informed the Board Assistant Chief Jensen and the other members of the Pierce County delegation have returned from the Pinnacle Conference. They are preparing a report to deliver to both the County Commissioners and County Chiefs Associations. Chief Baskett told the Board he will provide a copy to them for their review as soon as it is available.

EMS Grants. Chief Baskett reminded the Board at the June 24th Board Meeting they approved staff to proceed with the application process for two CMS Innovation grants. Chief Baskett informed the Board due to time constraints and a limited staff, he has

chosen to concentrate staff's efforts on the partnership grant with Tacoma Fire only. He explained Assistant Chief Jensen has reviewed Tacoma Fire's grant application and believes it has a favorable chance for acceptance.

Station No. 21-6 Report. Chief Baskett summarized the Station No. 21-6 staffing report by stating the significant decrease in staffing is likely due to summer vacations and the lack of a leave buy-back program. Commissioner Gustafson requested a Station No. 21-6 staffing schedule be provided to the Volunteer Officers to allow them to utilize the station when vacant. Chief Baskett responded a schedule would be provided as requested.

LT. Michael Ray. Chief Baskett informed the Board LT Michael Ray has resigned from the hazmat team, thus leaving the team three members short of the standard total of twelve. Chief Baskett recommended we delay opening up the positions and running an application process until either one more member vacates a position or a neighboring agency sponsors a technician class.

"Celebrating Military Service" Parade. Chief Baskett advised the Board he had emailed all department members to determine their level of interest in participating in this new parade taking place August 24, 2013, in downtown Tacoma. He stated if the level of interest is significant, he would like to authorize the use of a department vehicle in the parade.

**Divisional Updates:** Chief Baskett presented the monthly divisional updates to the Board.

## **NEW BUSINESS**

None

## **OTHER BUSINESS**

Commissioner Skaggs mentioned a member of the American Legion Elk Plain Post 118 visited our booth at the Pierce County Fair and presented his card. He explained they were starting an awards banquet and inquired whether the fire department would be interested in making application to be recognized at their banquet. They have a section to recognize exceptional local paramedics and EMT's. Chief Baskett responded to Commissioner Skaggs he would take the contact information and determine if the department is interested in participating, and if so, would assign this task to a staff member.

Public Prevention and Education Officer Merdian-Drake informed the Board an employee of Mountain Mist placed a water cooler and two water bottles at our booth at the Pierce County Fair. She requested a thank you letter be written to Mountain Mist.

**Commissioner Skaggs moved to have Board Secretary Reynolds prepare a thank you letter on their behalf to Mountain Mist. Commissioner Gustafson seconded the motion. Motion passed unanimously.**

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

Commissioner Pierson reported our participation in mitigation planning is complete, and the August meetings have been cancelled. He explained he and Deputy Chief Judd have been working for the last eight or nine months developing rudimentary mitigation plans, and their work is finished.

## **EXECUTIVE SESSION**

Chief Baskett requested a five-minute Executive Session under RCW 42.30.140 to plan strategy for collective bargaining, with possible business to follow; a five-minute Executive Session under RCW 42.30.110(1)(f) to receive and evaluate a complaint against a public employee, with no business to follow; and two separate five-minute Executive Sessions under RCW 42.30.110(1)(g) to evaluate qualifications of a public employee or review their performance, with no business to follow.

**Commissioner Pierson announced a five-minute Executive Session under RCW 42.30.140 to plan strategy for collective bargaining, with possible business to follow; a five-minute Executive Session under RCW 42.30.110(1)(f) to receive and evaluate a complaint against a public employee, with no business to follow; and two separate five-minute Executive Sessions 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 at 7:32 p.m.**

Commissioner Pierson reconvened the Regular Board Meeting at 7:52 p.m. He announced that during the Executive Session under RCW 42.30.140, discussion was had regarding planning a strategy for collective bargaining.

Commissioner Skaggs stated the Board members had before them a Memorandum of Understanding between the District and Local 726. He explained after reviewing the MOU and the budget, and considering the employees involved with this offer, he recommended approval of the Memorandum of Understanding as presented by Chief Baskett.

**Commissioner Skaggs moved to approve the Memorandum of Understanding between the District and Local 726 allowing for a one time early retirement incentive for bargaining unit members only, given specific qualifications are met. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

## **ADJOURNMENT**

**With no further business to come before the Board, the Regular Board Meeting of August 12, 2013, was adjourned at 7:57 p.m.**

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Verne M. Pierson, Commissioner

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Anthony D. Judd, District Secretary