

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
AUGUST 26, 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, Assistant Chief Tom Mason, Assistant Chief Steve Richards, Public Prevention Education Officer Myra Merdian-Drake, and Board Secretary Jodi Reynolds.

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 August 12, 2013, were approved as presented.

CORRESPONDENCE:

- A Thank You e-Mail from a Citizen
- Governor's Proclamation of "Stand with Those Who Serve" Week

FINANCIALS:

Construction Payable Vouchers #1017 through #1018 in the amount of \$2,345.38, Payable Vouchers #958 through #1015 in the amount of \$303,012.66, Payable Checks #16641 through #16655 in the amount of \$25,486.62, Payroll EFT's in the amount of \$368,524.32 and Account Transfer Voucher #1016 in the amount of \$76,072.31 for a total of \$775,441.29 were presented for approval.

Commissioner Gustafson moved to accept the payables in the amount of \$775,441.29, after proper auditing. Commissioner Skaggs seconded the motion. Motion carried unanimously.

**GENERAL ADMINISTRATION:
Chief's Report**

Chief Baskett reported on the following:

Captain Henson will be returning to work the first part of September.

Fire Fighter/Paramedic Wagner has been assigned to light duty starting in September per the contractual agreement. Her initial assignment will be working with Assistant Chief Mason in the Training Division on EMS training.

The Washington State Fair is hosting a community leaders' luncheon on September 12th. See attached email for details. Commissioners Skaggs and Gustafson and Chief Baskett responded they would attend. Chief Baskett stated he would have staff secure tickets.

Fire Fighter Bill Billings has accepted the early retirement package and submitted a letter announcing his retirement effective January 29th, 2014. His career at Graham Fire & Rescue has spanned 28 years 10 months. Best wishes for much happiness and success in your new journey, Bill!

The web page has been updated with a new message to the citizens and biography for the new Fire Chief. Retired Fire Chief Reggie Romines has been removed from the site.

South Sound 911. Chief Baskett directed the Board to their Board books for the most recent newsletter.

SAFER Grant. Chief Baskett informed the Board the SAFER Grant application is now complete and a copy was forwarded to them via email for their review. He explained we are requesting assistance to fund seven positions currently at risk. Chief Baskett stated to the Board he would be requesting an Executive Session to establish a position for collective bargaining, and would request Board approval to submit the grant application following the Executive Session. Commissioners Skaggs and Pierson commended Chief Baskett and staff for their excellent work on the grant application. Chief Baskett credited Deputy Chief Judd specifically for his work on the application.

Health Care Presentation. Chief Baskett reported he, Commissioner Skaggs and Deputy Chief Judd attended a labor-sponsored, joint department health care presentation. He stated the meeting was well organized and informative, and he had nothing further to report at this time.

Tacoma Community College Agreement. Chief Baskett notified the Board he signed an updated Affiliation Agreement with Tacoma Community College covering us legally and allowing us to participate as a partner in their paramedic program.

Divisional Updates: No Divisional Updates at this meeting.

NEW BUSINESS

None

OTHER BUSINESS

None

GOOD OF THE ORDER

Commissioners Skaggs, Pierson and Gustafson presented employee Jodi Reynolds with a Certificate of Appointment to the position of Board Secretary effective July 1, 2013.

PUBLIC INPUT

None

EXECUTIVE SESSION

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

Commissioner Pierson announced a ten-minute Executive Session under RCW 42.30.140 to adopt a position for collective bargaining, with business to follow. The Executive Session was announced as beginning at 7:15 p.m.

An announcement was made at 7:25 p.m. to extend the Executive Session another ten minutes.

Commissioner Pierson reconvened the Regular Board Meeting at 7:35 p.m. He announced that during the Executive Session under RCW 42.30.140, discussion was had regarding adopting a position for collective bargaining.

Commissioner Skaggs stated during Executive Session they discussed the pros and cons of the SAFER Grant.

Commissioner Skaggs moved to direct staff to continue the SAFER Grant process and submit the application this week. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Commissioner Skaggs explained as part of the SAFER Grant requirements and due to the imminent stages of financial difficulty the department is facing, he must make the following motion.

Commissioner Skaggs moved to direct Fire Chief Baskett to issue layoff notifications to seven full-time Firefighter/Fire Fighter Paramedics, one Information Systems Assistant, and one part-time Clerical Support person, to be effective December 27, 2013, within 120 days from the date of application, as required by the SAFER Grant guidelines. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Commissioner Skaggs apologized to the department members for this directive, but their hands were tied. He further expressed the organization is comprised of great people

from top to bottom, and he would hate to see any of them go. He requested staff explore a Maintenance and Operations Levy and any grant options to avoid layoffs.

Commissioner Skaggs moved to direct staff to research the possibility of taking a Maintenance and Operations Levy to the voters and identify any grants that would not jeopardize the award of the SAFER Grant. Commissioner Gustafson seconded the motion. Motion carried unanimously.

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of August 26, 2013, was adjourned at 7:40 p.m.

Verne M. Pierson, Commissioner

Anthony D. Judd, District Secretary