

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
March 24, 2014**

CALL TO ORDER

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

Attendance:

Present: Commissioner Robert E. Skaggs, Commissioner Gerald W. Gustafson, Commissioner Russell T. Barstow, Deputy Chief Tony Judd, Public Prevention and Education Officer Myra Merdian-Drake and Board Secretary Jodi Reynolds

Fire Chief Ryan Baskett, Assistant Chief Todd Jensen, Assistant Chief Tom Mason and Assistant Chief Steve Richards had excused absences.

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

APPROVAL/MODIFICATION OF THE AGENDA

Commissioner Barstow 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 March 10, 2014, were approved as presented.

CORRESPONDENCE

- Project Homeless Connect flyer

FINANCIALS

Payables Checks #17556 through #17597 and #17528 in the amount of \$33,134.06, Payables (Payroll) Checks #17529 through #17542 and #17598 through #17602 in the amount of \$278,697.72, Payroll Checks #17543 through #17555 in the amount of \$24,293.09, and Payroll Transfers (EFTs) in the amount of \$446,499.21, for a total of \$782,624.08, were presented for approval.

Commissioner Barstow moved to accept the payables in the amount of \$782,624.08 after proper auditing. Commissioner Gustafson seconded the motion. Motion carried unanimously.

GENERAL ADMINISTRATION

Chief's Report

In Chief Baskett's absence, Deputy Chief Judd reported on the following:

Chief Baskett is on vacation until April 3rd.

The District's Awards Ceremony is confirmed for April 23rd at 6:30 p.m. The only funding required will be for engraving of the plaques and light refreshments.

Commissioner Skaggs suggested funding for the event come from the Emergency Fund not to exceed \$2,500.

Commissioner Gustafson moved to approve the funding of the District's Awards Ceremony out of the Emergency Fund, line item no. 522.10.49.099, not to exceed \$2,500. Commissioner Barstow seconded the motion. Motion carried unanimously.

M&O Levy. Chief Baskett met with each shift and completed the internal training. He will have the press release statement prepared for Board review at the April 14th Board meeting, and get the release out the 15th or 16th.

South Sound 911. The most recent meeting minutes are in the Board books. The radios are scheduled for delivery in mid-April.

State Audit. There is nothing new to report at this time. The field manager is on vacation.

Resident/Volunteer Program. Commissioner Gustafson stated no meeting is scheduled at this time.

Electronic Patient Care Reporting. The new policy for Electronic Patient Care Reporting is attached for the Board's two-week review and comment.

Accident Prevention Program. Deputy Chief Judd asked the Board if they had any questions regarding the updated Accident Prevention Policy presented to them at the last meeting. They responded they did not. Deputy Chief Judd requested approval of the policy as written.

Commissioner Gustafson moved the approval of Operational Instruction No. 209, Accident Prevention Program/Accident Review Board as written. Commissioner Barstow seconded the motion. Motion carried unanimously.

Storm Water Credits. As requested, a letter was written and sent on behalf of the Board stating our opposition to the proposed storm water credits program changes. A copy of this letter is in the Board books. Originally, the letter was to be directed to the Pierce County Public Works Department but because the hearing was scheduled for the day after our Board meeting, the decision was made to direct the letter to the County Council. In addition, Chief Baskett spoke to Councilmember McCune and shared our displeasure. Councilmember McCune stated the Council has postponed a decision based on the scope of the opposition.

New Facebook Page. The District launched its Facebook page. That night we responded to a residential structure fire and made a posting with positive results. Q13 and KIRO news picked up the story from our Facebook page and reported on it. We have more items we plan to post.

MCI Trailer. In 2008, the District purchased a fire extinguisher trailer which came with several propane props for public education training. We have used the props but not the trailer. The Pierce County HazMat Team needed to replace a vehicle which would cost between \$60,000 and \$100,000. Central Pierce Fire & Rescue lent a unit to the hazmat team, with the expectation of using our fire extinguisher trailer in its place. Central

Pierce has requested to take full ownership and maintenance responsibilities for the fire extinguisher trailer. Chief Baskett is recommending we surplus the trailer and transfer ownership to Central Pierce. With Board direction, Deputy Chief Judd will draft a resolution to surplus the trailer. The Board concurred.

Nationwide Deferred Compensation Program. The labor group approached the District about making a change to the Nationwide Deferred Compensation Program to eliminate the fees paid by participating employees. As another benefit, the District would pick up a co-fiduciary to assume half of the liability and provide oversight. Chief Baskett recommended supporting this change. Commissioner Skaggs inquired if this change would require an addendum to the current contract with Nationwide and Deputy Chief Judd answered affirmatively. The Board members had no further questions.

Commission Gustafson moved to approve the change to the Nationwide Deferred Compensation Program as presented. Commissioner Barstow seconded the motion. Motion carried unanimously.

NEW BUSINESS

Commissioner Skaggs stated he was informed by PPEO Meridian-Drake she was nearing a deadline to commit to our participation in the Great Escape Contest and Eatonville Parade. If the District plans to participate, letters will need to go out to parents. Discussion ensued. Commissioner Skaggs directed staff to explore a funding mechanism for the District's participation in the Eatonville Parade and Great Escape Contest.

OTHER BUSINESS

None

GOOD OF THE ORDER/PUBLIC INPUT

PPEO Meridian-Drake distributed an invitation from the Pierce County Library System to the "No Dragons for Tea – A Royal Tea Party" event being held at the Graham Library on April 3rd at 1:00 p.m. This is another joint effort between Graham Fire & Rescue and the library.

Deputy Chief Judd reported six members of Graham Fire & Rescue - LT Ryan Woodey, FF Andy Williams, FF/PM Shawn Gregory, FF Tim Susee, LT Andrew Kolibas and FF Thad Richardson - participated in the Mercer Island Half Marathon fundraising event on Sunday to benefit colon cancer research, prevention and cure. Their team was the top fundraiser and was provided a special preparation area and sign. Staff will make a posting on Facebook regarding their achievement. Job well done, gentlemen!

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of March 24, 2014, was adjourned at 7:20 p.m.

Robert E. Skaggs, Commissioner

Anthony D. Judd, District Secretary