

**GRAHAM FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
REGULAR BOARD MEETING  
February 9, 2015**

**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, Fire Chief Ryan Baskett, Deputy Chief Tony Judd and Board Secretary Jodi Reynolds

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

**APPROVAL/MODIFICATION OF THE AGENDA**

**Commissioner Gustafson moved to modify the Agenda and take up New Business, Resolution No. 842 at this time. Commissioner Barstow seconded the motion. Motion carried unanimously.**

**NEW BUSINESS**

Resolution No. 842, Establishing an Eligibility List for Fire Fighter

Board Secretary Jodi Reynolds read Resolution No. 842, Establishing an Eligibility List for Fire Fighter, into the record.

**Commissioner Barstow moved the approval of Resolution No. 842, Establishing an Eligibility List for Fire Fighter, as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

Chief Baskett stated he and Commissioner Gustafson were very impressed with all twelve of the candidates who attended the Chief's interviews. In addition, he commended the Department members involved in the testing process for an excellent job done by all. He recommended the Board approve extending conditional offers of employment to the top four candidates on the approved eligibility list.

**Commissioner Gustafson moved to approve Chief Baskett to extend conditional offers of employment to the top four candidates on the approved Fire Fighter Eligibility List. Commissioner Barstow seconded the motion. Motion carried unanimously.**

**APPROVAL OF THE MINUTES**

The minutes of the Regular Board Meeting of January 26, 2015, were approved as presented.

**CORRESPONDENCE**

- Pierce County News Release announcing the schedule for community meetings on rural zoning adjustments
- Pierce Co. Fire Prevention Bureau Monthly Report for January 2015

## **FINANCIALS**

Payables Check #18855 through #18901 in the amount of \$74,968.76 and a Transfer (EFT) in the amount of \$595.07, for a total of \$75,563.83, were presented for approval.

**Commissioner Barstow moved to accept the payables in the amount of \$75,563.83, after proper auditing. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

## **GENERAL ADMINISTRATION**

### **Chief's Report**

Fire Chief Baskett greeted the Board and audience members and then reported on the following:

With Kelli Colonna taking a six-month leave of absence, Chief Baskett and Deputy Chief Judd decided to offer her work hours to any member of the organization, including volunteers and residents, on a temporary basis. The notice has been out for one week with no interest shown yet. He will keep the Board apprised.

Volunteer Firefighter Robert Merrill has taken a new job in Alaska which will not allow him to fulfill his time commitment to the Department. He has requested a six-month leave of absence to assess his new circumstances because he would like to return if he can make it work. Chief Baskett recommended the Board approve his request for leave.

**Commissioner Gustafson moved to approve granting a six-month leave of absence to Volunteer Firefighter Robert Merrill. Commissioner Barstow seconded the motion. Motion carried unanimously.**

Staff has prepared the information books for the Board to take with them tomorrow for Legislative Day, and meetings have been scheduled with two of the representatives. He informed the Board registration begins at 8:30 a.m. and their first appointment is at 9:45 a.m. Discussion ensued and they decided to meet and depart from Headquarters Station No. 94 at 7:00 a.m.

Chief Baskett has learned the Bates Fire Academy graduation ceremony scheduled for March 26th conflicts with the County Commissioners monthly meeting. Chief Baskett plans to attend the graduation ceremony. Commissioners Skaggs and Barstow responded they will plan to attend the graduation ceremony, and Commissioner Gustafson will attend the County Commissioners meeting since he is the President of that Association.

With the firefighter testing process complete and the resolution approved earlier this evening, Chief Baskett reiterated what an outstanding job staff did with the testing process.

South Sound 911. The new minutes have been added to the Board books under the South Sound 911 tab. Chief Baskett stated he had nothing new to report and would be attending a meeting this Friday.

Joint Impact Fee Committee. He did not receive any feedback from the Board on the District's Capital Facilities Plan he distributed to them at the last Board meeting. He

recommended the Board approve the Plan by resolution under “New Business” tonight. The Board concurred.

Volunteer Committee. Commissioner Gustafson, Deputy Chief Judd and Chief Baskett had a positive meeting with the volunteer officers. No obvious solutions to the program’s problems resulted, but he will continue to pursue this to determine the District’s best course of action.

Policy Review. The review and updating of policies continues. Chief Baskett directed the Board to the next two policies for their two-week review: Operating Instruction 804 – Use of Internet and Email, which includes minor updates only, and Operating Instruction 407 – Predesignated Landing Sites, which staff is recommending for elimination due to the policy not being utilized for several years. He explained staff will compile the policies the Board approves for elimination and will recommend the Board rescind them in a single resolution at a future Board meeting.

Central Pierce Fire & Rescue Partnership in GEMT. Chief Baskett referenced the partnership agreement with Central Pierce Fire & Rescue for the GEMT legislation he emailed to the Board members last week. He explained the contract was written by Attorney Mike Patterson’s firm which represents both Central Pierce Fire & Rescue and Graham Fire & Rescue. He and Deputy Chief Judd have reviewed the agreement and have no issues with it. If the Board has no concerns, he recommends the Board approve the agreement.

**Commissioner Gustafson moved to approve the Agreement for Services with Central Pierce Fire & Rescue assigning them as the lead agency, for the benefit of Graham Fire & Rescue, in the GEMT legislation process. Commissioner Barstow seconded the motion. Motion carried unanimously.**

Chief Baskett added that the GEMT legislation is getting good traction in Olympia. The estimate is the implementation of the GEMT program will bring in \$22 million to the state from the federal government.

Memoranda of Understanding with Local 726. Chief Baskett met with Local 726 to discuss issues resulting from the temporary promotions implemented due to the unforeseen Battalion Chief position vacancy. These M.O.U.’s have been signed by the Bargaining Unit Representative. Chief Baskett distributed the M.O.U.’s to the Board. He explained the first MOU for Training Captain allows for the senior shift captain to be temporarily reassigned to the Training Division as Training Captain and receive incentive pay for working a 40-hour work week. This MOU is scheduled to end by June 30, 2015. He requested Board approval.

**Commissioner Barstow moved to approve the Memorandum of Understanding for Training Captain between the District and I.A.F.F. Local 726 Fire Fighters’ Bargaining Unit, as written. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

Chief Baskett referenced the M.O.U. for Paramedic Captain and explained the need for the newly promoted Captains to maintain their paramedic certification and work in this role until staffing numbers increase. This M.O.U. has an end date of December 31, 2015. He requested Board approval.

**Commissioner Barstow moved to approve the Memorandum of Understanding for Paramedic Captain between the District and I.A.F.F. Local 726 Fire Fighters' Bargaining Unit, as written. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

**NEW BUSINESS**

Resolution No. 843, Adopting a Capital Facilities Plan for the District  
Board Secretary Jodi Reynolds read Resolution No. 843, Adopting a Capital Facilities Plan for the District, into the record.

**Commissioner Gustafson moved the approval of Resolution No. 843, Adopting a Capital Facilities Plan for the District, as presented. Commissioner Barstow seconded the motion. Motion carried unanimously.**

**OTHER BUSINESS**

None

**GOOD OF THE ORDER/PUBLIC INPUT**

None

**EXECUTIVE SESSION**

None

**ADJOURNMENT**

**With no further business to come before the Board, the Regular Board Meeting of February 9, 2015, was adjourned at 7:20 p.m.**

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Robert E. Skaggs, Commissioner

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Anthony D. Judd, District Secretary