

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
March 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, Fire Chief Ryan Baskett, Deputy Chief Tony Judd

Commissioner Skaggs led the Pledge of Allegiance.

Commissioner Skaggs advised the Board he has received a communication that Commissioner Barstow would be unable to attend the meeting this evening due to a personal emergency and was requesting to be excused.

Commissioner Gustafson moved to approve an excused absence for Commissioner Barstow for personal reasons. Commissioner Skaggs seconded the motion. Motion carried unanimously.

APPROVAL/MODIFICATION OF THE AGENDA

Commissioner Gustafson moved to approve the Agenda as presented. Commissioner Skaggs seconded the motion. Motion carried unanimously.

APPROVAL OF THE MINUTES

The minutes of the Regular Board Meeting of February 23, 2015, were approved as presented.

CORRESPONDENCE

- Invitation from Tacoma-Pierce Co. Chaplaincy to Annual Chief & Chaplain Luncheon – Chief Baskett advised the Board he plans to attend and offered a ride to any Board members who also wished to attend. Commissioner Skaggs stated he will be attending also. Chief Baskett said he would RSVP for them.
- Pierce Co. Fire Prevention Bureau Monthly Report for February 2015
- Milgard Appreciation Certificate – Chief Baskett provided the Board with a Certificate of Appreciation from Milgard to Graham Fire & Rescue for our Courage and Compassion.

FINANCIALS

Payables Check #18973 through #19018 in the amount of \$114,226.69 and Transfers (EFTs) in the amount of \$183.53, for a total of \$114,410.22, were presented for approval.

Commissioner Gustafson moved to accept the payables in the amount of \$114,410.22, after proper auditing. Commissioner Skaggs seconded the motion. Motion carried unanimously.

GENERAL ADMINISTRATION

Chief's Report

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

It is planned that Fire Fighter/Paramedics Wagner and McWhirter will graduate from the Bates Academy on Thursday, March 26th at 7:00 pm. The location is the Bates South Campus. Chief Baskett stated he plans to leave Station 94 at 6:00 pm if any Board members would like to ride with him. Commissioner Gustafson stated as the President of the County Commissioners, he should probably attend that meeting since they are at the same time. Commissioner Skaggs stated he would represent the Board at the graduation.

Per Board approval, Deputy Chief Judd finalized the hiring process to fill the temporary runner vacancy and has offered the position to Mrs. Trista White. Trista lives near Station 91 and brings 12 years of Air Force Supply Officer experience, a BA in logistics and is currently working on a master's degree. Her husband is a Marine in the active military and we are excited to have her on board.

The Washington State Chiefs passed a resolution in support of the National Guard and Military Reserve programs. Because we are an active member of this association they provided a letter recognizing our agency's support and a Statement of Support. Chief Baskett stated he would like to sign the Statement of Support and display the certificate in our front entry. The Board agreed.

King County District #20 advertised for an interim Fire Chief to assist in helping them find a permanent Fire Chief. Battalion Chief Espinosa indicated his interest in this opportunity to increase his executive experience. With approval of Acting Chair Gustafson, Chief Baskett supported this by providing a letter of recommendation and the Department's blessing to pursue the six-month assignment. Chief Baskett spoke recently with Chief Espinosa and it appears he will not be getting the position. Chief Baskett expressed his appreciation of the Board's willingness to support staff with development opportunities when they arise.

Chief Baskett reminded the Board of their obligation to file a Personal Financial Affairs statement with the PDC by April 15th. He stated he was sure they had already completed this requirement and they acknowledged they had.

Administrative Consolidations. This topic was originally brought forward to the Board during the October 27th meeting and the plan was to meet with neighboring agencies to discuss consolidating administrative services. During the first meeting, everyone agreed the first step should be aligning policies and procedures to be alike where possible, such as L&I and FMLA claims management. These meetings occur monthly and progress is being made. We continue to work closely and at this time there is no reason to have a joint Board meeting to discuss any options. Chief Baskett stated he continues to meet with Chief Vellias and more information will be provided when available.

South Sound 911. Updated minutes were added to the Board books.

Pierce County Mitigation Plan. The Board was sent an electronic copy of the completed Pierce County Hazard Mitigation Plan and associated resolution. In addition, a hard

copy was attached to the Chief's Report to allow ample time to review this large document. Chief Baskett recommended the Board approve the resolution at the March 23rd Board meeting. This Plan represents a significant amount of work and we should acknowledge the efforts of retired Commissioner Pierson, retired Deputy Chief Franz, and current Deputy Chief Judd for staying the course and finishing this project. This plan will be beneficial when applying for some federal grants in the future.

NEW BUSINESS

None

OTHER BUSINESS

None

GOOD OF THE ORDER/PUBLIC INPUT

None

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.

Commissioner Skaggs announced a five-minute Executive Session under RCW 42.30.140 to adopt a position for collective bargaining, with possible business to follow. The Executive Session was announced as beginning at 7:12 p.m.

Commissioner Skaggs reconvened the Regular Board Meeting at 7:17 p.m. He asked Chief Baskett if there was any additional business to bring before the Board.

Chief Baskett recommended the Board consider entering into a Memorandum of Understanding with the Fire Fighter's Bargaining Unit to return the 48 hours of Training Leave that was removed from the last contract. Commissioner Skaggs asked if this change would at all affect the Fire Chief's ability to approve or deny training. Chief Baskett responded that it would not and that this gives the fire fighters the ability to use training leave without impacting Department staffing.

Commissioner Gustafson moved to approve the Memorandum of Understanding with the Fire Fighters Bargaining Unit for Training Leave. Commissioner Skaggs seconded the motion. Motion carried unanimously.

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of March 9, 2015, was adjourned at 7:19 p.m.

Robert E. Skaggs, Commissioner

Anthony D. Judd, District Secretary