

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
March 23, 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 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 9, 2015, were approved as presented.

CORRESPONDENCE

None

FINANCIALS

Payables Checks #19019 through #19063 in the amount of \$37,480.55, Payables (Payroll) Checks #19074 through #19091 in the amount of \$306,359.33, Payroll Checks #19064 through #19073 in the amount of \$29,485.80 and Payroll Transfers (EFTs) in the amount of \$494,383.35, for a total of \$867,709.03, were presented for approval.

Commissioner Gustafson moved to accept the payables in the amount of \$867,709.03, after proper auditing. Commissioner Barstow 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:

The first four new hires are assigned to shifts and Station 96 is staffed more than 85% of the time.

Temporary firefighter Russell Reece will return to his status as a resident firefighter at the end of the month. Chief Baskett thanked him for a job well done.

Graham-Kapowsin High School recently experienced a significant event. Two students started CPR and notified school staff who applied the auto defibrillator, prior to our crews' arrival. Chief Baskett recommended the Department recognize those who helped and emphasize the importance of team work between us and the community. The school board will recognize these individuals at their board meeting this Tuesday at the administrative building at 7:00 p.m. and have invited us to attend. Chief Baskett stated he planned to attend and asked if any Board members would like to accompany him. Commissioner Skaggs responded affirmatively and suggested they present certificates to the honorees. Chief Baskett agreed. Commissioner Skaggs requested staff provide him with the particulars and he will prepare the certificates. Chief Baskett added that at a later date he would like to recognize the entire Graham-Kapowsin High School for their preparedness and communicate the importance of learning CPR and the location of the A.E.D. Commissioner Skaggs suggested presenting the school with a plaque. Chief Baskett concurred and said he would explore this idea further.

Chief Baskett thanked Public Prevention Education Officer Merdian-Drake and Station 91's crew for their participation in an emergency preparedness assembly at Carson Elementary. He received outstanding feedback from the school.

PPEO Merdian-Drake has finished the Great Escape contest and posted the winners. He reminded the Board the Daffodil Parade is Saturday, April 11th and to save the date.

South Sound 911. The March meeting minutes are in the Board books behind the South Sound 911 tab.

Volunteer Committee. Assistant Chief Mason has developed an in-house volunteer academy option for consideration. This plan consists of a joint venture with South Pierce Fire & Rescue to share expenses and instructors. Chief Baskett stated he has not received confirmation from South Pierce, but knows they are interested. The cost is approximately \$2,100 per student, higher than the \$1,200 per student cost for the Browns Point academy. Chief Baskett expressed his concern that because the ten people on the waiting list have been there for a considerable amount of time, they may lose interest. The next outside academy is scheduled for next fall. Chief Baskett requested Board approval to use the funds budgeted for enrolling 20 new volunteers in an outside academy for these 10 volunteers to attend an in-house academy at a cost of approximately \$2,100 per student.

Commissioner Gustafson moved to approve staff to expend funds already budgeted to hold an in-house academy for the ten volunteer candidates, at a cost of approximately \$2,100 per student. Commissioner Barstow seconded the motion. Motion carried unanimously.

Policy Review. Chief Baskett referenced Operating Instruction 326 – Return from Use for Travel Trailer, provided in the Board books. He stated the Department has not owned a travel trailer for several years and recommended the Board approve adding this policy to the list for elimination.

Commissioner Barstow moved to approve the elimination of Operating Instruction 326 – Return from Use for Travel Trailer. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Pierce County Mitigation Plan. Chief Baskett asked if the Board members had any questions regarding the plan following their three- or four-week review. They did not. Chief Baskett stated he would request Board action by resolution under New Business.

GEMT Legislation. Chief Baskett informed the Board phase one of the project has progressed quite well, passing in both the House and Senate. One additional hearing and vote remains before the Governor signs it. Chief Wright has begun soliciting partners for phases two and three. Chief Baskett inquired if the Board still supports this effort. They responded affirmatively.

Psychiatric Facility. Chief Baskett referred to the letter sent on behalf of the Department supporting a 120-bed psychiatric facility in Tacoma. He stated such a facility is greatly needed in Pierce County and will clearly benefit our citizens and response crews. The Board members agreed.

Washington Survey & Rating Board Rerate. Chief Baskett notified the Board the Department received a letter last week from the WSRB notifying us they will be updating the Protection Class for our community. This will take place over the next couple of months. He has tasked Deputy Chief Judd with coordinating this process and providing the WSRB representative with the information they require. Staff will keep the Board apprised as this process evolves. Deputy Chief Judd added the WSRB visit is scheduled for May 12th and 13th.

NEW BUSINESS

Resolution No. 844, Adopting the Region 5 All Hazard Mitigation Plan – 2015-2020 Edition and the Graham Fire & Rescue Addendum to the Region 5 Hazard Mitigation Plan; and Updating the 2004 Pierce County Natural Hazard Mitigation Plan

Board Secretary Jodi Reynolds read Resolution No. 844, Hazard Mitigation Plan, into the record.

Commissioner Barstow moved the approval of Resolution No. 844, Hazard Mitigation Plan, as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.

OTHER BUSINESS

Chief Baskett informed the Board the Department of Ecology has selected us to receive another Clean Diesel Program award for idle reduction. This will allow us to upgrade two additional units at no cost to us. Chief Baskett requested Board approval to move ahead with this process and sign the required Memorandum of Understanding.

Commissioner Barstow moved to approve staff to sign the Department of Ecology's Idle Reduction Memorandum of Understanding to initiate the grant award process. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Chief Baskett requested the Board discuss and select a date for the Department Awards Banquet and suggested May 1st. Discussion ensued and the Board and staff agreed either May 1st or 2nd were possibilities. Chief Baskett stated he would decide on a date and direct the banquet committee to start the planning process.

GOOD OF THE ORDER/PUBLIC INPUT

Local No. 726 Fire Fighters Bargaining Unit Representative Troy Flowers inquired if the Board members and Chiefs had received their invitations to the Local No. 726 Awards Banquet on Saturday, April 18th at the Union Hall. They responded they had not and Representative Flowers extended a verbal invitation and said he would make sure they received formal invitations.

EXECUTIVE SESSION

Chief Baskett requested a five-minute Executive Session under RCW 42.30.140 to adopt a position for collective bargaining, with no business to follow, a second five-minute Executive Session under RCW 42.30.140 to adopt a position for collective bargaining, with no business to follow, and a 10-minute Executive Session under RCW 42.30.110 (1) (g) to evaluate qualifications of a public employee or review their performance, 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 no business to follow, a second five-minute Executive Session under RCW 42.30.140 to adopt a position for collective bargaining, with no business to follow, and a 10-minute Executive Session under RCW 42.30.110 (1) (g) to evaluate qualifications of a public employee or review their performance, with possible business to follow. The Executive Session was announced as beginning at 7:25 p.m.

Commissioner Skaggs reconvened the Regular Board Meeting at 7:45 p.m. He asked Chief Baskett if he had any additional business to bring before the Board.

Chief Baskett responded affirmatively. He stated that during executive session he presented the Board a Memorandum of Understanding with Local 726 in regards to the employment of Cory Kennedy. He asked the Board if they wished to act on this agreement.

Commissioner Barstow moved to approve the Memorandum of Understanding with Local 726 in regards to the employment of Cory Kennedy. Commissioner Gustafson seconded the motion. Motion carried unanimously.

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of March 23, 2015, was adjourned at 7:48 p.m.

Robert E. Skaggs, Commissioner

Anthony D. Judd, District Secretary