

**GRAHAM FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
SPECIAL BOARD MEETING  
July 14, 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 and Board Secretary Jodi Reynolds

Deputy Chief Tony Judd had an excused absence.

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 June 22, 2015, were approved as presented.**

**CORRESPONDENCE**

Letter from Pierce Co. IAFF Local 726 Re: Grievance. Chief Baskett stated he believes, based on the arbitration ruling, the grievance is no longer valid because the evaluation will be destroyed.

“Thank you” Letter from Chief Gibson, Orting Valley Fire & Rescue

Announcement by Washington Fire Chiefs Assn. Re: Status of GEMT Program

Pierce Co. Fire Prevention Bureau Monthly Report for June 2015

Additional Correspondence: “Thank you” Letter from the President of the Tacoma Highland Games

**FINANCIALS**

Payables Checks #19487 through #19552 in the amount of \$48,323.64, and a Transfer (EFT) in the amount of \$1,302.03, for a total of \$49,625.67, were presented for approval.

**Commissioner Gustafson moved to accept the payables in the amount of \$49,625.67, after proper auditing. Commissioner Barstow seconded the motion. Motion carried unanimously.**

**GENERAL ADMINISTRATION**

**Fire Chief’s Report**

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

He expressed his gratitude to the Board for moving the meeting and allowing him to attend the July 13<sup>th</sup> funeral service for retired Graham Fire & Rescue Fire Chief Jim

Blankenship who passed away on July 3<sup>rd</sup>. He explained Chief Blankenship had hired him, Deputy Chief Judd and the District's first Battalion Chiefs, and was instrumental in guiding the organization into EMS transport service. Chief Baskett distributed to the Board a program from the service. Commissioner Skaggs expressed his condolences on behalf of the Board.

The Pierce County Fire Commissioners Association's Annual BBQ meeting is scheduled for July 23<sup>rd</sup> at 6:00 p.m. at the LeMay Car Museum. Chief Baskett said he planned to attend and asked if any of the Board members would like staff to RSVP for them. Commissioners Gustafson and Skaggs answered affirmatively.

The Graham Fire & Rescue Department Picnic is on July 26<sup>th</sup> at 1:00 p.m. He encouraged the Board members to attend and to RSVP with Lynne Walters in Support Services.

Public Prevention Education Officer Merdian-Drake and staff have begun preparing for the Pierce County Fair taking place August 6<sup>th</sup> – 9<sup>th</sup>. For the first time in several years PPEO Merdian-Drake is able to add new fire safety rewards for the kids. We are looking forward to another successful event.

South Sound 911. Chief Baskett explained due to the lack of quorum the last Operations Board meeting was cancelled.

ARL Zoning. Chief Baskett reported to the Board this item had been removed from the County's Comprehensive Plan and is dead for now, but would likely be revisited again in the next couple of years with the next comprehensive plan amendment. Commissioner Skaggs requested Chief Baskett issue letters to the school board members thanking them for their support on this issue. Chief Baskett stated he would do so.

GEMT. Chief Baskett informed the Board, with the approval of the State's budget, the GEMT team can begin working with the State's Health Care Authority to develop the parameters of the program. He added that an announcement from the Washington Fire Chiefs written by Chief Wright on the status of the program is included in the Correspondence section of the Board books.

Policy Updates. Chief Baskett requested the Board review the two policies included in their Board books over the next two weeks. He explained Operating Instruction 501 – Controlled Substances, is a complete rewrite of the original policy and asked the Board to treat it as a new policy; whereas, Operating Instruction 102 – Job Descriptions, has only a few minor updates. He added that he is working toward making sure all job descriptions are up to date.

Station 21-4 Emergency Traffic Lights. Chief Baskett informed the Board that on June 30<sup>th</sup>, Remote Mobile LLC was moving a small house which struck and damaged the emergency lights in front of Station 21-4. Staff obtained all of their pertinent information, filed a police report, and had County Public Works repair the lights immediately. When the County provides us with a bill we will present it to the party responsible. Chief Baskett said he anticipates they may dispute the bill claiming the lights were too low. He is confident this should not be an issue because we have records pertaining to the height and the County has maintained the lights for us. If they do dispute it, we will turn the information over to our insurance company to handle. Commissioner Skaggs asked

if they had a lead car. Chief Baskett responded they did, and their pole hit the light, but the driver was unable to signal the truck driver in time for him to stop.

### **NEW BUSINESS**

None

### **OTHER BUSINESS**

Chief Baskett distributed a mutual aid report to the Board for the first six months of 2015. He recalled that prior to passing the M&O Levy, we were struggling to keep up with mutual aid and were receiving far more than we were giving. Now, we are giving mutual aid far more often than we are receiving it. He stated he is in communication monthly with the Chiefs of our neighboring districts to try to achieve more equality. According to the report we are giving mutual aid far more in the South Piece and Central Pierce Districts than we are receiving, and the numbers are closer in Orting. He suggested Central Pierce, since returning to FireComm, may need to make run card changes. Chief Baskett said ultimately, if in the future the numbers do not get closer, we may need to consider charging agencies. He stated we are not there yet, and we need to give the other agencies time to make adjustments, as they did for us. He will continue to monitor this closely.

Chief Baskett notified the Board that Assistant Chief Jensen is out on bereavement leave this week. Chief Baskett said he is duty chief and will be in town all week.

Chief Baskett informed the Board the Training Division, in conjunction with the National Fire Academy, is presenting "Decision Making for Initial Company Operations" on July 21<sup>st</sup> and 22<sup>nd</sup> at Station 21-4. This course is open to internal personnel and outside agencies.

### **GOOD OF THE ORDER/PUBLIC INPUT**

None

### **EXECUTIVE SESSION**

Chief Baskett requested a 5-minute Executive Session under RCW 42.30.110 (1) (g) to evaluate qualifications of a public employee or review their performance, with no business to follow.

**Commissioner Skaggs announced a 5-minute Executive Session under RCW 42.30.110 (1) (g) to evaluate qualifications of a public employee or review their performance, with no business to follow.**

**The Executive Session was announced as beginning at 7:22 p.m.**

**An announcement was made at 7:27 p.m. to extend the Executive Session another five minutes.**

### **ADJOURNMENT**

**With no further business to come before the Board, the Special Board Meeting of July 14, 2015, was adjourned at 7:32 p.m.**

---

Robert E. Skaggs, Commissioner

---

Anthony D. Judd, District Secretary