

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

CORRESPONDENCE

Letter from Pierce Co. Auditor's Office re: Billing Error for 2014 General Election Voter Pamphlet

FINANCIALS

Payables Checks #20069 through #20121 in the amount of \$33,548.75, Payables (Payroll) Checks #20053 through #20068 in the amount of \$341,049.87, Payroll Checks #20045 through #20052 and #20122 through #20130 in the amount of \$38,758.47, and Payroll Transfers (EFTs) in the amount of \$786,918.92, for a total of \$1,200,276.01 were presented for approval.

Commissioner Gustafson moved to accept the payables in the amount of \$1,200,276.01, 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 requested the Board approve two weeks of vacation leave for the week of November 30th through December 3rd and the week of December 14th through 17th. He has coordinated these dates with Deputy Chief Judd to make sure he is available for Department business. The Board approved his request.

The Department's annual Breakfast with Santa is December 5th. Please RSVP by December 1st if you are able to attend.

SS911. Chief Baskett stated he had nothing to report at this time.

WSRB Rerate / Station 92 Living Quarters. Chief Baskett referred the Board to the draft volunteer recruitment letter staff prepared for Board review and approval. He stated he is requesting approval to immediately send it out to those property owners located within five miles of Station 92.

Commissioner Barstow moved to approve the Station 92 volunteer recruitment letter as written, and to approve staff to mail it to those property owners located within the designated area. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Engineering Services. Chief Baskett reminded the Board the Department has several projects for next year including asphalt repair and potentially addressing site development issues at Station 92, which will require engineering services. He referred the Board to the Request for Qualifications for engineering services for their review and approval. The Board requested a two-week review period.

L&I Letter. Chief Baskett informed the Board that per their request at the November 9th Board meeting, he drafted and sent a letter to the Director of Labor & Industries sharing the District's concern and disagreement with their continued rate increases, a copy of which is attached.

Budget. Chief Baskett stated staff contacted Attorney Quinn for a legal opinion on the use of reserve funds, as requested by Commissioner Gustafson. His email response is attached to this report. In summary, reserve funds are the Department's savings account and can be used as the Board determines appropriate.

Attorney Contract. Chief Baskett informed the Board it is time to renew the District's contract with Joseph Quinn's law firm for 2016. All left over funds will roll over to the new contract and the hourly rate will stay the same. He has reviewed the contract and the only change is that the credits can be used for opinions from either attorney at the firm. He requested the Board review the attached contract over the next two weeks.

NEW BUSINESS

Resolution No. 853, 2016 Budget Approval

Board Secretary Jodi Reynolds read Resolution No. 853, 2016 Budget Approval, into the record.

Commissioner Gustafson moved the approval of Resolution No. 853, 2016 Budget Approval, as presented. Commissioner Barstow seconded the motion. Motion carried unanimously.

Resolution No. 854, 2016 Regular Property Tax

Deputy Chief Judd advised the Board a typographical error occurred in Section 1 of the resolution. It reads "2015" tax year, but should read "2016." He noted the correction has been made on the original for signing.

Board Secretary Jodi Reynolds read Resolution No. 854, 2016 Regular Property Tax, into the record.

Commissioner Barstow moved the approval of Resolution No. 854, 2016 Regular Property Tax, as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Resolution No. 855, 2016 EMS Property Tax

Board Secretary Jodi Reynolds read Resolution No. 855, 2016 EMS Property Tax, into the record.

Commissioner Barstow moved the approval of Resolution No. 855, 2016 EMS Property Tax, as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.

OTHER BUSINESS

None

GOOD OF THE ORDER/PUBLIC INPUT

Chief Baskett informed the Board that Support Services lead Lynne Walters and others will be delivering Thanksgiving dinners to families in the community, Tuesday November 24th at 6:00 p.m. He asked them to call Lynne if they are interested in helping.

Citizen Adam Rosenlund stated it was his understanding a medic unit wreck occurred this weekend. Chief Baskett responded affirmatively. Mr. Rosenlund said he heard and was requesting clarification on whether it was staffed with a probationary fire fighter and a temp. Chief Baskett responded affirmatively. Mr. Rosenlund asked if this was common practice. Chief Baskett responded that we only have one temp, so it was common practice for that shift. Mr. Rosenlund stated in his opinion this is not a good idea. He then addressed the Board and said he had a statement to make regarding the renewal of the contracts for the Chief and Deputy Chief which have gone to a legal review. He said he proposed that by taking action before the end of the year with this Board, it erodes away the confidence in leadership in the current administration, the Chief and Deputy Chief. He said he spoke with Chief Baskett this week and told him if he is doing a good job as Chief he doesn't need an early renewal of his contract. A timely renewal will come as earned, and by doing it early presumes he needs protection. If this Board feels this Chief needs protection from future Boards, then by taking that action today it would erode away the confidence some people have in this Chief. He said he would request humbly that they consider their votes over the next few weeks.

EXECUTIVE SESSION

Chief Baskett requested a five-minute Executive Session under RCW 42.30.140 to plan strategy for collective bargaining, with no business to follow, a 10-minute Executive Session under RCW 42.30.140 to plan or adopt strategy/position for professional negotiations, with possible business to follow, and a five-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 five-minute Executive Session under RCW 42.30.140 to plan strategy for collective bargaining, with no business to follow, a 10-minute Executive Session under RCW 42.30.140 to plan or adopt strategy/position for professional negotiations, with possible business to follow,

and a five-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 recess at 7:20 p.m.

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

An announcement was made at 7:42 p.m. to extend the Executive Session another 10 minutes.

Commissioner Skaggs reconvened the Regular Board Meeting at 7:54 p.m. He announced there would be no further business conducted this evening; the contracts for the Fire Chief and Deputy Chief would be up for consideration at the next Board meeting.

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of November 23, 2015, was adjourned at 7:56 p.m.

Robert E. Skaggs, Commissioner

Anthony D. Judd, District Secretary