

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
April 11, 2016**

CALL TO ORDER

Commissioner Gustafson called the meeting to order at 7:00 p.m.

Attendance:

Present: Commissioner Gerald W. Gustafson, Commissioner Russell T. Barstow, Commissioner Adam G. Rosenlund, Fire Chief Ryan Baskett, Deputy Chief Tony Judd and Board Secretary Jodi Reynolds

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

APPROVAL/MODIFICATION OF THE AGENDA

Commissioner Barstow moved to approve the Agenda as presented.

Commissioner Rosenlund seconded the motion. Motion carried unanimously.

APPROVAL OF THE MINUTES

The minutes of the Regular Board Meeting of March 28, 2016, were approved as presented.

CORRESPONDENCE

Pierce Co. Fire Prevention Bureau Monthly Report for March 2016

“Save the Date” flyer for Legislative Day 2017

Letter from the Washington State Auditor’s Office – Chief Baskett explained the letter states the Auditor’s Office is making changes to their audit billings, resulting in lower cost to us.

Enduris Memorandum and enclosures Re: Board of Directors Election

Additional: Chief Baskett distributed to the Board copies of an email from East Pierce Fire & Rescue Assistant Chief Russ McCallion commending Assistant Chiefs Richards and Jensen, along with the entire Logistics Team, for the briefing they provided the East Pierce team members on how Graham Fire implemented the Operative IQ program.

FINANCIALS

Payables checks #20658 through #20700 in the amount of \$119,295.73 and a Transfer (EFT) in the amount of \$119.08, for a total of \$119,414.81, were presented for approval.

Commissioner Barstow moved to accept the payables in the amount of \$119,414.81, after proper auditing. Commissioner Rosenlund 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:

After 16 years as the face of the organization and that friendly voice you hear when you call, Bonni Mielbrecht has decided to retire at the end of July. She has played a significant part in building our relationship with the citizens. We wish her all the best, and she will be missed. Staff will bring a plan to replace this position to the Board at the next meeting.

Board Secretary Jodi Reynolds RSVP'd for the Tacoma-Pierce County Chaplain's luncheon on April 15th for the following individuals: Chaplain Clark and his wife, Commissioner Rosenlund, and Assistant Chiefs Jensen and Mason. Chief Baskett will be unable to attend.

The monthly Pierce County Commissioners Association meeting will be held here at Graham Fire Headquarters on April 28th. Staff will manage all arrangements for this event.

SS911. Chief Baskett informed the Board the April 4th Operations Board Meeting Packet has been added to their books. Also, the Pierce County Chiefs' 700 MHz radio user group committee met for a second time with the CCN representatives. His opinion is that the meetings are going well, with good intent on both sides, to come up with a plan. They determined a short term agreement is necessary until a long term agreement is established. The agreement would take us through the one year period South Sound agreed to supplement the user fees so they stay at \$30. The agreement is under review by the legal counsels for both sides and when complete, staff will bring it to the Board for review and approval. Chief Baskett added that the County Chiefs group made it clear to the CCN this is a bigger issue that affects South Sound 911, Tacoma Radio, and the radio users. The long term agreement must be equitable across the board for all members of public safety. He encouraged the Board, when they talk to elected officials, they communicate the combined message that we need to come to an agreement with an equitable system for all users.

WSRB Rerate / Station 92 Living Quarters. Chief Baskett updated the Board he is currently working with a company to complete a septic system O&M and design review for Pierce County. He believes we will need a new septic tank and is hoping the current drain field will suffice.

Strategic Plan. Chief Baskett stated he has completed the first phase of the process. Staff will compile the data collected from the meetings for use in the second phase. He requested one Board member participate in the work group and plan to dedicate three to five days. He said he did not need a decision now, but asked them to contact him soon so he can start working with people's schedules and come up with some dates.

GEMT. Chief Baskett recalled for the Board the draft GEMT State Plan Amendment (SPA) was submitted to the Center for Medicare/Medicaid Services (CMS) on February 2nd. In late March, the Health Care Authority (HCA) received a list of "informal" questions from CMS. HCA is in the process of answering them. The GEMT team is actively communicating with HCA to assist them. Once the HCA responds to CMS, CMS will send "formal" questions for final clarification and implementation. The goal is still for implementation of the program by the end of the year.

Busy Day – April 2nd. Chief Baskett updated the Board on the happenings of Saturday, April 2nd. The crews responded to two major house fires and several other calls including a motor vehicle accident involving one of our medic units. A total of four

employees received injuries that day, with one injury requiring a long term recovery. Two employees received injuries on the fire ground and two from the vehicle accident. He reported that thankfully, all have been treated and are home with their families.

He explained the vehicle accident is under investigation by the Washington State Patrol and all information has been turned over to our insurance company. At this time it appears our members were fully operating inside the law and not at fault.

Chief Baskett reported to the Board he signed a contract with Gig Harbor Fire and Medic One to “rent” a medic unit until our three new medic units arrive in June. Chief Baskett referred the Board to the copy of the agreement located in their Board books. Gig Harbor’s Fire Chief Burgess contacted him and gave approval for us to remove the Gig Harbor lettering on top of the medic unit and either leave it blank or replace it with Graham Fire.

CrewSense. Chief Baskett informed the Board staff is evaluating a replacement for the current shift scheduling program. Our Battalion Chiefs spend a tremendous amount of time staffing our District. CrewSense seems to be very compatible with our internal system and is relatively inexpensive; they bill month-to-month which makes it relatively easy to discontinue, and charge approximately \$1.50 per employee. Staff may move forward with a trial period of this program.

NEW BUSINESS

None

OTHER BUSINESS

None

GOOD OF THE ORDER/PUBLIC INPUT

Lieutenant Troy Flowers informed the Board a citizen stopped by one of our stations to say “thank you” to the crew for the care he received in response to his cardiac emergency back in February. Lieutenant Flowers explained it was a “code save.” Chief Baskett said he just recently received a thank you email from this gentleman, and once HIPAA considerations were satisfied the email and a picture were posted on our Facebook page.

Commissioner Gustafson reported on the Daffodil Parade which took place on Saturday. He said everyone had a good time, with attendance at two to three times the usual, likely due to the great weather.

EXECUTIVE SESSION

Chief Baskett requested a 15-minute Executive Session under RCW 42.30.140 to adopt a position for collective bargaining, with no business to follow.

Commissioner Gustafson announced a 15-minute Executive Session under RCW 42.30.140 to adopt a position for collective bargaining, with no business to follow. The Executive Session was announced as beginning at 7:22 p.m.

An announcement was made at 7:37 p.m. to extend the Executive Session another 15 minutes.

An announcement was made at 7:52 p.m. to extend the Executive Session another 10 minutes.

An announcement was made at 8:02 p.m. to extend the Executive Session another five minutes.

An announcement was made at 8:07 p.m. to extend the Executive Session another 10 minutes.

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of April 11, 2016, was adjourned at 8:15 p.m.

Gerald W. Gustafson, Commissioner

Anthony D. Judd, District Secretary