

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
September 12, 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 and Deputy Chief Tony Judd

Board Secretary Jodi Reynolds had an excused absence.

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 August 22, 2016, were approved as presented.

CORRESPONDENCE

Pierce County Fire Prevention Bureau Monthly Report for August 2016

Thank you letter from Central Pierce Fire & Rescue

Thank you card from a Citizen

Chief Baskett also presented an invitation to Chief Bob Vellias' retirement party on September 19th at the Roy fire station. Chief Baskett will be in attendance. The Board asked him to send along their congratulations to Chief Vellias for 13 years of service to their community.

FINANCIALS

Construction Fund: Payables Check #21262 in the amount of \$780.00 was presented for approval.

Commissioner Rosenlund moved to accept the Construction Fund payables in the amount of \$780.00, after proper auditing. Commissioner Barstow seconded the motion. Motion carried unanimously.

General Fund: Payables Checks #21263 through #21316 in the amount of \$78,432.72 and Transfer (EFT) in the amount of \$171.65, for a total of \$78,604.37 were presented for approval.

Commissioner Barstow moved to accept the General Fund payables in the amount of \$78,604.37, after proper auditing. Commissioner Rosenlund seconded the motion. Motion carried unanimously.

GENERAL ADMINISTRATION Fire Chief's Report

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

Paramedic Lieutenant Guthrie is returning to full duty after an extended medical leave. We are excited and appreciative to see him return to the floor. As a result, temporarily promoted Lieutenant FF/PM Harris will be returning to his previous assignment. Chief Baskett wanted to publicly thank FF/PM Harris for the excellent job he has done during the Department's time of need. He has filled this role a couple of times now.

The Pierce County Chiefs Association has opened up nominations for their Executive Board of which Chief Baskett currently serves as the Vice President. Based on history, he fully anticipates being nominated to take on the position of Association President for 2017. Chief Baskett is not interested in accepting this nomination without Board support and approval. It is his opinion that, although we are not the largest fire organization in Pierce County, we are well respected and viewed as an industry leader. Chief Baskett asked if the Board was interested in him serving in this capacity while representing our organization. Commissioner Rosenlund asked how much additional time this would require. Chief Baskett responded that it would not be much more additional time, but that he also believed the Pierce County Fire Chiefs need to look at becoming more active in Pierce County government and meet with those leaders more regularly to bring forward the needs of the fire service. If elected, Chief Baskett would, as a minimum, like to meet monthly with the new County Executive. He believes he can manage this within his current schedule. The Board gave their support for his candidacy.

Chief Baskett would like to invite Battalion Chief Espinosa and his family to the next Board meeting for official recognition of the completion of his Executive Officer Certification through the National Fire Academy. This is not an easy accomplishment and Chief Espinosa has worked tirelessly to complete the program. It would be great for the Board to show the organization's appreciation for his efforts. The Board concurred.

FF Parish has received his military orders and will be off on administrative leave for two weeks in the latter part of September to take care of his military assignment.

South Sound 911. Chief Baskett did attend the Operations Board meeting on Friday the 9th. The Pierce County Fire Chiefs have put together a committee to work on the radio rates with the radio system owners. The owner of the radio system is not South Sound 911, but Pierce County owns the 700 MHz system and Tacoma owns the 800 MHz system. The rates for accessing the systems have not been very consistent. The rate proposed by Pierce County for 2016 at \$79 per radio per month was too much for the fire service. South Sound 911 agreed to offset that cost so that every agency would pay the same fee which was \$30 per radio per month. Chief Burgess and Chief Baskett felt like they worked in good faith with Director Porter from DEM to come up with an agreement for radio fees for 2017 of \$31.50 per radio per month and then in a public

meeting a \$109 fee was recommended. The Pierce County Fire Chiefs have decided to draft a letter stating they will be pursuing an agreement that will meet the 10 point plan presented to the Policy and Operations Boards of South Sound 911. Chief Baskett handed out the 10 point plan to the Board for review. Chief Baskett will be assisting in the drafting of a letter to Pierce County DEM that they intend to meet with the Pierce County Executive Director candidates to express the Chiefs' displeasure with that particular program and the management by DEM. The letter is not likely to be received well by DEM. The Fire Chiefs believe it is time for them to become more direct in trying to solve this problem for the future. Chief Baskett was not looking for any direction tonight, but requested the Board review the document and asked if they had any questions for him. Chief Baskett referred to the last bullet point which puts the radio fee at \$31.50 per radio for the next three years and identifies a strategy for placing the public radio systems under the administrative control of South Sound 911. Chief Baskett is not willing to sign an agreement that does not lock in the rates for a minimum of three years and does not have a long range solution.

WSRB Rerate / Station 92 Living Quarters. Chief Baskett stated he had no update at this time.

2016 Elections. Commissioner Rosenlund had asked how the current Board would increase from three to five members if the Five Member Board measure was approved by the voters. Staff put together a document that outlines the process and the corresponding laws governing the filling of vacant positions for Board review.

ARL Zoning Meeting. Attached to the Chief's Report is a letter drafted by Attorney Quinn on behalf of Districts #21 and #17 in regard to the final ARL report submitted to Pierce County Council today. Based on our review of the final report, we do not believe it covers the long term impact to the fire department and we believe their study is flawed. This letter is being sent to the Council as part of the review process.

Station 91 Paving Bid. Paving was originally scheduled for September 14 –16. The successful bidder, Looker Asphalt, had contacted Chief Richards to inform him they believe there was a miscalculation on the depth of the current paving and they want a change order for the additional material needed. Chief Baskett reviewed the RFP and disagreed with their conclusion. He directed Chief Richards to call them back and inform them to either proceed at the price they bid or pull their bid and we will move on. Looker is going to respond back to us tomorrow, so it is likely that the paving will not be completed this week and we may need to go out for another bid process.

Grants. FEMA has announced the opening of the next round of AFG grants. Staff is working on ideas for which to apply. If the Board has any suggestions, please bring them forward. As the lead agency for the Pierce County Hazardous Incident Team, we would like to also move forward with a multi-agency grant for team training and equipment. We have been successful with those in the past.

PCHIT has been offered the donation of a 4,000 gallon fuel trailer (MC306) from a fuel company in Sumner. If accepted, this trailer would become the property of Graham Fire & Rescue as the lead agency of the team. Deputy Chief Judd stated this is a 1968 trailer with high training value for the team. Most of the members on the team have never had the opportunity to train on plugging, patching and clamping on an actual size

tank trailer. As with all donations, there will be some costs. The trailer had a brake fire which damaged the front axle. There is money within the PCHIT budget to pay for the repairs. Legally, someone has to own it, and as the lead agency, that would fall on Graham Fire & Rescue. The intention is to store the trailer at Gig Harbor Fire. Lieutenant Rickey has contacted DEM and they have semi tractors that they are willing to move the prop with a few times a year at no cost.

The team has come up with many modifications they would like to make to the trailer to make it an even more effective prop. Chief Judd stated he would be looking to add the money needed for these modifications to the multi-agency AFG grant. Commissioner Rosenlund asked how much that grant would be for. Chief Judd stated he is looking for Board approval, and approval from the other agencies' Boards, to submit a \$100,000 grant. \$90,000 would be allocated for Haz Mat training and the remaining \$10,000 for prop development. Training would be for all five agencies and cover Haz Mat IQ, Haz Mat IC and Haz Mat Safety Officer initial and refresher training. There would be a 10% match required of the grant, but those matching funds are available in the Haz Mat fund. Commissioner Rosenlund asked if we submitted for a Paramedic training grant for Graham Fire, would this impact the regional grant. Chief Judd stated the regional grant would not limit Graham from submitting a Graham-specific grant as well. Chief Baskett commented that regional grants do fairly well. He also stated he has spoken with Chief Sharp from West Pierce and requested that if they apply for a Paramedic training grant again, we would like to participate.

Commissioner Rosenlund moved that as the lead agency for the Pierce County Hazardous Incident Team, Graham Fire & Rescue sponsor a regional AFG for training and prop development for the Haz Mat team for \$100,000. Commissioner Barstow seconded the motion. Motion carried unanimously.

Commissioner Rosenlund moved to accept the donation of the MC306 trailer. Commissioner Barstow seconded the motion. Motion carried unanimously.

Commissioner Rosenlund stated he would like to consider the option for submitting for Paramedic School. Chief Judd said we could put together costs for that option. Chief Baskett stated that he likes to submit for something along the Fire Fighter Safety line to decrease injuries as they are good for the organization as well.

NEW BUSINESS

Chief Baskett presented the Board with applications for five new volunteers. He would like approval for their membership so that we can get them into the academy that starts on Wednesday. He reminded the Board that in May there were three volunteers ready to start. He asked the Board at that time to hold off as there was an academy starting in September and to let us try to increase the numbers. Commissioner Rosenlund asked if they would all become residents. Chief Baskett stated that he believed four would be residents and the last would be a come from home volunteer.

Commissioner Rosenlund moved to approve the volunteer applications of Isiah Williams, Jacob Thaut, Jermae McCoy, Hunter Heath and Kyle Tuttle. Commissioner Barstow seconded the motion. Motion carried unanimously.

Chief Baskett stated that we completed the testing process today for the position of Front Office Support Specialist. Chief Baskett further stated a resolution to establish the hiring list was ready for Board approval. If the Board approves the eligibility list, he would like a motion to offer a conditional offer of employment to the number one candidate on the list to start employment on October 17th.

Commissioner Barstow moved to approve Resolution 862, Establishing a Front Office Support Specialist Eligibility List, as presented. Commissioner Rosenlund seconded the motion. Motion carried unanimously.

Commissioner Rosenlund moved to offer a conditional offer of employment to the number one candidate on the Front Office Support Specialist Eligibility List, Jina Cieplik. Commissioner Barstow seconded the motion. Motion carried unanimously.

OTHER BUSINESS

Commissioner Rosenlund stated that Central Pierce is looking into establishing a Paramedic Replacement Fund to set aside money for future training of fire fighters as paramedics. He wanted to know if this is something we would be interested in looking at. He asked what the cost would be to send someone to school. Chief Judd stated the replacement cost would be the largest expense. If the schooling is six months, we would be looking at \$60,000 in salary plus the cost of school. If it was a year long program, it would be about \$120,000. Chief Baskett stated that Chief Jensen has done some work in this area and we will put together numbers for this program.

GOOD OF THE ORDER/PUBLIC INPUT

None.

EXECUTIVE SESSION

None.

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of September 12, 2016, was adjourned at 7:42 p.m.

Gerald W. Gustafson, Commissioner

Anthony D. Judd, District Secretary