

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
October 10, 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 modify the Agenda and take up New Business, Resolution No. 863 at this time. Commissioner Rosenlund seconded the motion. Motion carried unanimously.

NEW BUSINESS

Resolution No. 863, Authorizing Promotion of Glenn Barcus

Board Secretary Jodi Reynolds read Resolution No. 863, Authorizing the Promotion of Glenn Barcus to the position of Volunteer Lieutenant, into the record.

Commissioner Barstow moved the approval of Resolution No. 863, Authorizing the Promotion of Glenn Barcus to the position of Volunteer Lieutenant, as presented. Commissioner Rosenlund seconded the motion. Motion carried unanimously.

PRESENTATION

Chief Baskett invited Glenn Barcus to come forward. Chief Baskett administered the Oath of Commission to him. The Board and Chief Baskett then presented Glenn Barcus with his badge and collar brass for the position of Lieutenant, along with his Certificate of Promotion.

Chief Baskett requested a five minute recess so that pictures could be taken and to allow time for visiting with Lieutenant Barcus and his family.

Commissioner Gustafson announced a recess at 7:10 p.m.

Commissioner Gustafson reconvened the Regular Board Meeting at 7:15 p.m.

APPROVAL OF THE MINUTES

Commissioner Barstow moved the approval of the Minutes of the Special Board Meeting of September 6, 2016, as presented. Commissioner Rosenlund seconded the motion. Motion carried unanimously.

Commissioner Barstow moved the approval of the Minutes of the Regular Board Meeting of September 26, 2016, as presented. Commissioner Rosenlund seconded the motion. Motion carried unanimously.

CORRESPONDENCE

Invitation from Enduris to a Membership Benefits Review – Deputy Chief Judd asked the Board members if they were interested in attending the event. Commissioners Gustafson and Rosenlund responded they would like to attend. Deputy Chief Judd stated staff would register them.

FINANCIALS

Payables Checks #21751 through #21800 in the amount of \$117,001.01 and a Transfer (EFT) in the amount of \$647.32, for a total of \$117,648.33, were presented for approval.

Commissioner Barstow moved to accept the payables in the amount of \$117,648.33, 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:

Firefighter/Paramedic Eric Anderson has returned to full duty after an extended medical leave. We are excited to see him return to the floor.

Chief Baskett directed the Training Division to move ahead with another round of volunteer testing, in order to get the candidates into the Buckley Academy in January. He has directed the Training Division to conduct two rounds of testing per year until they achieve the desired number of volunteers.

The 27th Annual End of Year event, hosted by B-shift, is scheduled for November 5th beginning at 6:00 p.m. Everyone is invited and those wishing to attend are asked to RSVP to Battalion Chief Juergens, if possible. Even if you do not RSVP and want to attend, you are welcome to do so.

Public Prevention Education Officer Merdian-Drake is on vacation and will return to work October 24th.

South Sound 911. Chief Baskett informed the Board the Policy Board Minutes are in their books, and he will be attending the next Policy Board meeting on Friday.

WSRB Rerate / Station 92 Living Quarters. Chief Baskett introduced to the Board Mr. Eric Russell from Russell and Associates and explained he was here to answer their questions pertaining to the wetlands on the property. Chief Baskett added he had forwarded the original letter from Mr. Russell to the Board prior to this meeting. Commissioner Gustafson stated that we know there are wetlands on the property. He asked if that is going to slow down or prohibit building. Mr. Russell explained it is an L-shaped parcel, and the piece the District is interested in developing is the strip that

parallels the station to the west. He is confident there is plenty of usable area outside of the wetland and wetland buffer located on the north side behind the station. He explained he has worked in Pierce County for over 20 years and has a good relationship with the biology staff. He said he is also a septic designer and confident with what we can do with the Health Department. Although he knows there are some challenges, he knows they can be overcome. There is adequate space to accomplish what the Chief wants to do including a septic system and potential living quarters.

Chief Baskett reminded the Board the original plan was to put a modular style home to potentially house a caretaker or personnel. He said he and Mr. Russell are confident they can do that through Pierce County. However, if the Board is interested in building an actual fire station on that site, he is not confident that could be accomplished because the rules and regulations under the RCW for building fire stations are much different than what we are trying to accomplish. Based on the current call volume, the use of that station and our ability to maintain volunteerism down there, he feels it is prudent to move forward with some type of resident living quarters. Therefore, for the immediate future he recommends continuing with the plan we have in place. He asked the Board members if they had any other questions or concerns and they responded they did not.

Commissioner Rosenlund moved to approve Staff to move forward with the process to acquire the property owned by the O'Neills as prescribed in the offer letter, as presented. Commissioner Barstow seconded the motion. Motion carried unanimously.

Chief Baskett stated he will forward the offer letter to the District's legal counsel to write up a Purchase Agreement.

Chief Baskett and the Board thanked Mr. Russell for his attendance. Mr. Russell added that he previously dug test holes as directed and the Chief had some surveying done and we do have the ability to put a septic system on the site.

Grants. Chief Baskett informed the Board he had no update on this item. Commissioner Rosenlund stated he understood West Pierce Fire & Rescue and Central Pierce Fire & Rescue are applying again next year for an AFG Grant to put EMTs through paramedic school and they are confident they will be successful. Chief Baskett stated he had previously reached out to Chief Sharp and will do so again to see if they would allow us to be a part of their application. If not, we can look at doing something on our own; however, regional is always a better option. Commissioner Rosenlund concurred.

Bond Refinance. Chief Baskett reported to the Board the proposals for our Bond Refinancing were due on September 12th. The results show we would not achieve the savings goals we were hoping for due to a last minute rise in the bank rates. Commissioner Rosenlund requested clarification. Chief Baskett responded the amount of savings we would realize was not worth the cost of refinancing. Jim Nelson from DA Davidson recommends we wait for six months and send out the Request for Proposal again. This process is of no cost to the District.

Policy Review. Chief Baskett stated he had received no objections or questions regarding the three policies presented to the Board for their two-week review: OI 704 – Vehicle Maintenance Repair and Tracking, OI 709 – Wildland/Urban Interface Protective

Clothing, and OI 316 – Uniform Dress Code/Fire Chief Approved Additional Attire. He requested Board approval of these policies.

Commissioner Rosenlund moved the approval of Operating Instruction 704 – Vehicle Maintenance Repair and Tracking, Operating Instruction 709 – Wildland/Urban Interface Protective Clothing, and Operating Instruction 316 – Uniform Dress Code/Fire Chief Approved Additional Attire, as presented. Commissioner Barstow seconded the motion. Motion carried unanimously.

Tacoma Community College Affiliation Agreement. Chief Baskett explained to the Board the affiliation agreement to provide clinical sites for paramedic students from Tacoma Community College calls for a renewal every three years. The current agreement expires this year. He referred the Board to the copy of the agreement located in their Board books for their review and requested Board approval for him to sign the agreement on behalf of the District.

Commissioner Rosenlund moved the approval of the Affiliation Agreement between Tacoma Community College and the District, and to allow Chief Baskett to sign on behalf of the District. Commissioner Barstow seconded the motion. Motion carried unanimously.

OTHER BUSINESS

None

GOOD OF THE ORDER/PUBLIC INPUT

Commissioner Rosenlund announced that Firefighter Jasper Stenstrom was featured in a New Tribune newspaper article for his participation in several stairclimb charity events.

Commissioner Rosenlund moved to direct staff to place a copy of the newspaper article featuring Firefighter Jasper Stenstrom in his personnel file. Commissioner Barstow seconded the motion. Motion carried unanimously.

Chief Baskett asked Assistant Chief Richards to post the article on the District's Facebook page.

Chief Baskett reminded the Board a Special Board Meeting is scheduled for this Wednesday, October 12th at 0900 hours to discuss the 2017 Preliminary Budget. Commissioner Rosenlund inquired about the estimated duration of the meeting and Chief Baskett responded approximately two hours.

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of October 10, 2016, was adjourned at 7:30 p.m.

Gerald W. Gustafson, Commissioner

Anthony D. Judd, District Secretary