

**GRAHAM FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
REGULAR BOARD MEETING  
October 24, 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**

**Commissioner Rosenlund moved the approval of the Minutes of the Regular Board Meeting of October 10, 2016, as presented. Commissioner Barstow seconded the motion. Motion carried unanimously.**

**Commissioner Rosenlund moved to table the approval of the Minutes of the Special Board Meeting of October 12, 2016 until the next Regular Board Meeting to allow the Board members additional time to review the document. Commissioner Barstow seconded the motion. Motion carried unanimously.**

**CORRESPONDENCE**

Letter from Pierce Co. Drainage Dist. #113 – Commissioner Gustafson stated this district encompasses the Station 93 area. Chief Baskett concurred.  
Pierce Co. Fire Prevention Bureau Monthly Report for Sept. 2016  
Additional: Letter from East Pierce Fire & Rescue Fire Chief Bud Backer and IAFF Local 3520 President Mike Westland reporting the off duty death of Captain Tim McCoy on October 22, 2016.

**Commissioner Rosenlund moved to observe a moment of silence to honor Captain McCoy. Commissioner Barstow seconded the motion. Motion carried unanimously.**

A moment of silence was observed.

**FINANCIALS**

Payables Checks #21801 through #21865 in the amount of \$101,760.81, Payables (Payroll) Checks #21866 through #21874 in the amount of \$19,072.35, Payroll Checks #21875 through #21888 in the amount of \$316,134.03 and Payroll Transfers (EFTs) in the amount of \$542,265.04, for a total of \$979,232.23, were presented for approval.

**Commissioner Barstow moved to accept the payables in the amount of \$979,232.23, 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:

Temporary Firefighter Justin Funk will have completed his six-month temporary appointment at the end of the month. Chief Baskett thanked him for an excellent job done in the District's time of need. The next senior Resident Firefighter is Blake Gillespie. Either A-Shift or C-Shift is in the process of training him to fill this temporary position.

The Training Division has completed the application process and written test for Volunteer Firefighters. We received six applications, and of those three applicants will begin the testing process in order to go through the January academy in Buckley. The plan is still to increase the number of Resident Volunteers to 20.

The promotional exams for Lieutenant and Captain are complete and the Chief's Interviews are scheduled for November 7<sup>th</sup>. Chief Baskett requested one Board member be present during the interviews. Discussion ensued. Commissioner Rosenlund asked if it is policy to include one Commissioner in the interviews. Chief Baskett responded that while it is not policy, the precedent has been to do so. Commissioner Gustafson said he is available on November 7<sup>th</sup>. Chief Baskett stated it will be a long day and requested Commissioner Gustafson arrive at 8:00 a.m.

The application process for the position of Firefighter/Paramedic closed today. The Chief's Interviews will be held on November 15<sup>th</sup> and 16<sup>th</sup>. Chief Baskett requested one Board member be present during the interviews, if available. Commissioner Barstow stated he is available to attend both days.

The joint Washington Fire Chiefs Association and Washington Fire Commissioners Association Legislative Day is scheduled for January 26<sup>th</sup>. Chief Baskett asked the Board members if they planned to attend. Commissioner Gustafson stated he would not be available, Commissioner Rosenlund stated he would, and Commissioner Barstow stated he should be able to attend and would let staff know for sure.

South Sound 911. Chief Baskett reported there is a lot happening now. Tacoma Radio and Combined Communications Network (CCN) presented their expenditures and funding projections for 2017 at the last Board meeting. Tacoma Radio came in with a radio fee of roughly \$32 per radio; whereas CCN came in with a \$109 radio fee, and were asking for a much larger supplemental fee in order to keep the cost down to \$31 per radio. The Operations Board, including Chief Baskett, asked many questions but did not receive satisfactory answers. So, at the last Operations Board Meeting the Board chose to support the supplemental agreement with Tacoma Radio, and not with the CCN. Although they are not the Policy Board, the Operations Board wanted to send a

clear message. In addition, a group of Fire Chiefs, including himself, representing the Pierce County Fire Chiefs Association, wrote a letter to the CCN in response to these astronomical numbers they were providing, saying they are not happy with how this situation has progressed or their working relationship, and asking them to enter into or support the ten-point plan developed by all of the agencies early in the process. He distributed copies of this letter to the Board. Chief Baskett requested the Board bring this information forward at their next County Commissioners meeting, have a discussion, and if they see fit, draft a similar letter of disapproval to the CCN. He added that Director Neiditz has been contacted by Fife PD and another PD interested in moving to the 800 MHz system and has heard enough from Gig Harbor Fire, Graham Fire and East Pierce Fire Chiefs to know we are interested in moving to the 800 MHz system. These agencies comprise a significant portion of the 700 MHz user group. Director Neiditz is arranging a meeting between these agencies and Tacoma Radio to discuss moving over to the 800 MHz system. Chief Baskett stated he believes this will get the attention of the CCN. Commissioner Rosenlund asked Chief Baskett if he wants them to give a presentation to the County Council. Chief Baskett responded he did not, but rather to address this issue at the next County Commissioners meeting and possibly put a group together to draft a letter similar to the County Chiefs' letter. Commissioner Gustafson suggested he could gather the County Commissioners together at the state conference in Yakima later this week. Chief Baskett stated he would appreciate that. Commissioner Rosenlund asked if Chief Baskett knew the positions of the County Council members on this issue. Chief Baskett explained the South Sound 911 Policy Board is made up of several County Council members and the Mayor of Tacoma. In addition, the Board of policy makers at the CCN includes several County Council members and the County Executive.

Grants. Chief Baskett stated he contacted Chief Sharp and they are not able to include us in their regional grant request for sending EMTs to paramedic school. He explained the reason is that they must re-apply with an application identical to the one they submitted the previous year. Chief Sharp did, however, offer to work with us on writing our own grant request.

WSRB Rerate / Station 92 Living Quarters. Chief Baskett informed the Board he is working with legal counsel to finalize the purchase agreement for the property. However, the WSRB contacted him last week to see how our recruitment was going. We informed them we were unable to raise our volunteer number at Station 92. WSRB will be completing their rerate without Station 92 counting as a fire station. We can expect the report in the next month or so. Commissioner Rosenlund inquired if we finish the building at Station 92 and add residents, can we get rerated again. Chief Baskett responded we can add a station at any time and they will rerate us. It would be a simple formula for them to add Station 92 back in. He concluded by stating he would notify the Board when the rerate comes in.

ARL Zoning. Chief Baskett informed the Board he received an email from Pierce County and they are proposing a change to the zoning in several areas. Our District is affected little compared to what it was originally. However, Orting Valley Fire & Rescue will be impacted significantly, as will East Pierce Fire & Rescue. He expressed the County appears to be moving forward with the recommendation of the survey group they hired to do the study and not listening to the affected public agencies. He listed the following schedule of events for the approval of the land designation changes as follows:

October – Notice to affected property owners  
November – Open houses on ARL  
December – LUAC Meetings  
January 18, 2017 – Planning Commission hearing (may be more than one day)  
February 1, 2017 – Planning Commission final decision and referral to the County Council  
Thereafter – County Council hearings will be scheduled.

Chief Baskett stated he fully anticipates this will be included in the Comprehensive Plan adjustment. The ARL rezoning will affect approximately 30,000 acres in Pierce County.

2016 Elections. Chief Baskett informed the Board an article supportive of the five-member Board ballot measure appeared in The News Tribune newspaper.

Station 93 Painting. Chief Baskett explained that Assistant Chief Richards solicited five bids for the painting of the Station 93 living quarters and training tower, and received three quotes back. Because the cost for painting Station 93 is less than \$10,000, we do not have to go through the RFP process. All WayZ Painting will be completing the project at a cost of \$8,051 plus tax. Chief Baskett provided the Board with a copy of the proposal for their review. Chief Baskett asked if they had any questions and they did not. He stated they would be moving ahead with the project which was budgeted for in this year's budget cycle.

Commissioner Rosenlund asked to return to the topic of the 2016 Elections. He confirmed that by the next Board meeting, the election will have taken place and the results known. Chief Baskett concurred and Deputy Chief Judd qualified that the results will not yet be certified, but will be before the November 28<sup>th</sup> meeting. Commissioner Rosenlund requested staff develop a plan including a timeline/schedule by the next meeting. Chief Baskett responded he would have staff do this. Discussion ensued about the potential schedule of events and the Board's desire to expedite the process to be completed prior to Chair Gustafson going out of town mid-December. Chief Baskett requested the Board give Chair Gustafson latitude to direct the Fire Chief to advertise for interested parties based on the outcome of the election.

**Commissioner Rosenlund moved to give Chair Gustafson latitude to direct staff to publish an announcement for applications for Board vacancies upon the election results being favorable, more than 50% plus one. Commissioner Barstow seconded the motion. Motion carried unanimously.**

Chief Baskett concluded by stating he will work with the Board Chair, and if the election results are favorable, get the announcement out, set a special meeting and put the process in place to get the vacancies filled.

## **NEW BUSINESS**

None

## **OTHER BUSINESS**

Chief Baskett informed the Board the annual state audit begins on November 14<sup>th</sup>. We will be working with a new auditor this time. He stated he has no doubt we will have a

favorable outcome because Deputy Chief Judd does an excellent job preparing the books for the audit.

Chief Baskett introduced Jina Cieplik to the Board. She is the District's new Front Office Support Specialist.

Commissioner Rosenlund asked Chief Baskett for the status of the Board audit he had previously requested staff schedule. Chief Baskett responded he sent an email to the contact Commissioner Rosenlund provided him, but has received no response. He said he would try again. Commissioner Rosenlund stated he would also attempt to contact him.

**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 October 24, 2016, was adjourned at 7:45 p.m.**

---

Gerald W. Gustafson, Commissioner

---

Anthony D. Judd, District Secretary