

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
March 27, 2017**

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 Rosenlund, Commissioner Gina Blanchard-Reed, Commissioner Ryan Portmann, Deputy Chief Tony Judd and Board Secretary Jodi Reynolds

Fire Chief Ryan Baskett 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 written. Commissioner Blanchard-Reed seconded the motion. Motion carried unanimously.

APPROVAL OF THE MINUTES

Commissioner Barstow moved the approval of the Minutes of the Regular Board Meeting of March 13, 2017, as presented. Commissioner Rosenlund seconded the motion. Motion carried unanimously.

Commissioner Barstow moved the approval of the Minutes of the Special Board Meeting of March 15, 2017, as presented. Commissioner Portmann seconded the motion. Motion carried unanimously.

CORRESPONDENCE

None

FINANCIALS

Construction Fund:

Payables Check #22557 in the amount of \$735.00 was presented for approval.

Commissioner Barstow moved to accept the Construction Fund payable in the amount of \$735.00, after proper auditing. Commissioner Blanchard-Reed seconded the motion. Motion carried unanimously.

General Fund:

Payables Checks #22504 through #22556 and Check #22558 in the amount of \$67,424.39, Payables (Payroll) Checks #22569 through #22583 in the amount of \$435,018.84, Payroll Checks #22559 through #22568 in the amount of \$17,318.16 and Payroll Transfers (EFTs) in the amount of \$662,171.75, for a total of \$1,181,933.14, were presented for approval.

Commissioner Portmann moved to accept the General Fund payables in the amount of \$1,181,933.14, after proper auditing. Commissioner Barstow seconded the motion. Motion carried unanimously.

GENERAL ADMINISTRATION

Fire Chief's Report

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

Resident Fire Fighter Ivan Semerenko has accepted a fulltime position with Central Kitsap Fire & Rescue. He has submitted his resignation and fulfilled all of his exit requirements. A copy of his letter is attached. Ivan was with us for almost two years and those who worked with him have only positive things to say. He will do well at Central Kitsap.

Assistant Chief Mason, Commissioner Gustafson and Deputy Chief Judd attended the volunteer recruit academy graduation on Saturday. Congratulations to Hunter Heath, Jermae McCoy, Jacob Thaut, Kyle Tuttle and Isiah Williams, our newest Graham Fire Fighters. McCoy will be a respond-from-home volunteer and the rest will fill resident roles.

Staff was notified one of our Lieutenants will be out on a long term injury. As a result, we have offered Jared Bonea a temporary Lieutenant position per the Collective Bargaining Agreement.

The Daffodil Parade is Saturday, April 8th. All personnel attending need to be at Station 91 at 10:00 a.m. The group will depart promptly at 10:30. Deputy Chief Judd asked how many Board members planned to attend and three responded affirmatively. He stated he would make certain the appropriate number of vehicles would be available.

South Sound 911. Deputy Chief Judd stated he had no update.

Station 92 Living Quarters. Deputy Chief Judd stated he had no update.

Agricultural Resource Lands (ARL). Deputy Chief Judd reported to the Board he attended the Community Development Committee (CDC) meeting on March 20th. Several new amendments have been proposed by the Council members, in an attempt to resolve how to determine what land is ARL. Fortunately, all of the amendments now have qualifying requirements including acreage size and soil type, rather than just selecting rural areas to designate as ARL. Staff will continue to monitor this. Because of the number of amendments, the CDC postponed any decision until April 3rd, and the full County Council will hold a final hearing on April 4th at 3:00.

Apparatus. Deputy Chief Judd informed the Board that Engine 09-2 was diagnosed with cracked pump mounts and taken out of service. Repair will require a return to True North in Hillsboro, OR, which will take place tomorrow. Its sister engine, E09-1, has been evaluated as well and cracks are just starting to develop. E09-1 will be taken down to Hillsboro to have its pump mounts replaced as soon as E09-2 returns.

Facility Damage. Deputy Chief Judd explained the engine bay door at Station 95 was damaged last week due to operator error when the door came down on top of the engine as it was leaving the bay. The engine was not damaged, but the bottom panel of the door was, rendering the door inoperable. The repair parts have been ordered, but will take up to a month to obtain. In the meantime, the tender has been moved to Station 91, and the engine and medic unit are responding out of Station 95.

Standing Committees

Performance Evaluation: Commissioner Portmann stated he had nothing to report and would be requesting an Executive Session to discuss this topic.

Commissioner Policies: Commissioner Blanchard-Reed referred the Board to the draft policies she provided to them for their two-week review and asked that they be prepared to discuss and approve the policies at the next Board meeting. Deputy Chief Judd added that he had made several extra copies of the draft policies if any audience members would like one. These drafts include:

Resolution No. 873	Electing the Chair and Vice Chair
Operating Instruction 106	Board Chair and Vice Chair
Operating Instruction 107	Board Meeting Procedures
Operating Instruction 108	Commissioner Committees
Operating Instruction 109	Board and Chief Relations
Operating Instruction 110	Board Communications
Operating Instruction 111	Commissioner Compensation

NEW BUSINESS

None

OTHER BUSINESS

None

GOOD OF THE ORDER/PUBLIC INPUT

Citizen Robert Skaggs inquired as to the status of the investigation into the Fire Chief, and if it has been completed, he wanted a copy of it. Commissioner Gustafson responded that the Board has not put it out yet and that it would be available soon. Mr. Skaggs asked if the Chief was still on administrative leave, and Commissioner Gustafson responded affirmatively.

EXECUTIVE SESSION

Commissioner Portmann requested a one hour Executive Session under RCW 42.30.110 (1) (g) to evaluate qualifications of a public employee or review their performance, with possible business to follow.

Commissioner Gustafson announced a one hour Executive Session under RCW 42.30.110 (1) (g) to evaluate qualifications of a public employee or review their performance, with possible business to follow.

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

The Executive Session was announced as beginning at 7:13 p.m.

An announcement was made at 8:13 p.m. to extend the Executive Session 30 minutes.

An announcement was made at 8:43 p.m. to extend the Executive Session 30 minutes.

An announcement was made at 9:13 p.m. to extend the Executive Session 10 minutes.

The Executive Session was announced as ending at 9:23 p.m.

Commissioner Gustafson reconvened the Regular Board Meeting at 9:24 p.m.

Commissioner Portmann moved to approve the Leadership and Management Assessment Draft written by Prothman Company and accept it as the final draft report. Commissioner Blanchard-Reed seconded the motion. Motion carried unanimously.

Commissioner Barstow moved to approve, under Article 2, section 3 of the Fire Chief's Contract, a written Separation Agreement with full pay and benefits through February 2018, between the District and Ryan Baskett. Commissioner Portmann seconded the motion.

Discussion was held on the motion. Commissioner Blanchard-Reed stated she would like to make some comments. She explained that in light of Ryan Baskett's service to the District for the past 28 years, this offer is five months more than his contract states. She also said she had a statement to read on behalf of the entire Board for the public record, as follows:

We want to assure the Chief, administrative staff, fire fighters, the local leadership and the public that the board has taken the situation before us very seriously. Many hours have been spent listening to all sides. We have provided time for the public to have input at the last few meetings and at the expense of the taxpayer, we hired a 3rd party evaluator to assess the current climate of the District. We have also allowed the Chief to discuss his concerns with us. All of this has been done to insure fairness and transparency. We believe in this process and have been committed to not bring personal bias, feeling or inclinations to our decision.

According to the WA State Fire Commissioner Handbook there are six main duties of a Commissioner, and number four is "Supervising the Chief." No matter the outcome of the motion before us that will be made, moving forward we as a unified board are committed to being more engaged, more active in this key responsibility without crossing the line of micro-managing. We take ownership in part to the situation before us. This is a very serious matter.

In moving forward for example, we have crafted a new policy that will invite a quarterly report during the Board meeting from both Management and Labor representatives. We want to become more aware of issues of concern to know when it is time to step in. It is our desire to move forward in a way that will bring healing to the district. Thank you.

Commissioner Gustafson called the question. Motion carried unanimously.

Citizen Robert Skaggs addressed the Board Chair and asked if the report the Board approved is the investigation report, and if so, will they make it public at some point. Commissioner Gustafson responded affirmatively. Mr. Skaggs stated he has not read the report, nor has anyone else in the audience, and the Board made the decision to fire, or dismiss, the Fire Chief. He stated he stands here, publicly, in support of Chief Baskett. He said the Board has made a terrible, terrible decision and he wished they would reconsider.

Citizen Carolyn Benum stated she agreed with Mr. Skaggs wholeheartedly and thanked him.

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of March 27, 2017, was adjourned at 9:28 p.m.

Gerald W. Gustafson, Commissioner

Anthony D. Judd, District Secretary