

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
July 24, 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 G. Rosenlund, Commissioner Gina Blanchard-Reed, Commissioner Ryan Portmann, Interim Chief Pat Dale, Deputy Chief Tony Judd, Deputy Chief Oscar Espinosa 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 written. Commissioner Blanchard-Reed seconded the motion. Motion carried unanimously.

APPROVAL OF CONSENT AGENDA

Approval of Regular Board Meeting Minutes of July 10, 2017

Approval of Financial Documentation:

Payables: Checks #23012 through #23065 =	\$117,556.60
Payables (Payroll): Checks #23076 through #23089 =	\$362,350.15
Payroll: Checks #23066 through #23075 =	\$12,401.09
Payroll Transfers (EFTs) =	<u>\$623,477.33</u>
TOTAL:	<u>\$1,115,785.17</u>

Commissioner Rosenlund moved to approve the Consent Agenda in the amount of \$1,115,785.17, after proper audit. Commissioner Barstow seconded the motion. Motion carried unanimously.

Deputy Chief Judd informed the Board he had one additional payable. He explained this is required by the Affordable Care Act and payable to the Department of the Treasury for a patient-centered research fee for each person covered under our medical plan. The total amount due is \$594.38.

Commissioner Rosenlund moved to approve Payables Check #23090 in the amount of \$594.38 payable to the Department of the Treasury. Commissioner Portmann seconded the motion. Motion carried unanimously.

CORRESPONDENCE

None

GENERAL ADMINISTRATION

Fire Chief's Report

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

Assistant Chief Todd Jensen has elected to step down to the position of Battalion Chief on shift. The Department will be running a selection process to fill the Assistant Chief MSO position.

The Badge Pinning Ceremony for the numerous recent promotions has been rescheduled for August 14th to allow more time for staff to prepare for the event and for members to arrange for their families to attend.

Levy Lid Lift. Chief Dale stated to the Board he is recommending the District file for a fire levy lid lift measure on August 1st to be placed on the November ballot. He favors a 6-year, 6% levy lid lift. He explained that other county agencies are doing the same, while one agency is doing a 4-year 6% levy lid lift. He then deferred to Deputy Chief Judd to go through the memorandum attached to the Chief's Report outlining possible levy lid lift options and scenarios. A summary of his review is as follows:

- First example: Assumes 10% Assessed Valuation (AV) increase for 2018, then 6% cap each year thereafter for five years. 2017-2023 difference is \$4,171,762.
- Second example: Utilizes CPI as cap limitation. Assumes 10% increase in AV for first year, then 3% CPI cap thereafter for five years. 2017-2023 difference is \$2,362,713.
- Third example: If do nothing and are capped at 1% over the next six years, will receive \$1,226,379 in additional revenue.
- Without a levy lid lift for 2018, assuming 10% increase in AV, we would lose \$3 million in potential revenue.

Deputy Chief Judd recalled for the Board that Commissioner Portmann had requested information on what the cost would be for the taxpayer. In response he took a \$200,000 home and calculated out to see how much additional they would be paying, and in the final year, 2023, they would pay \$141.61 more than in 2017. He also did the same calculation for a \$350,000 AV home, and the homeowner would pay \$247.83 more in 2023 than in 2017. Commissioner Portmann asked if the lid lift would be permanent, and if not, what the tax level (AV) would return to after the lid had expired. Deputy Chief Judd responded that we are recommending a permanent lid lift. After the lid lift expires, we will use the 2023 AV to determine the rate for 2024. If this were a temporary lid lift, we would still collect the 1% increase over six years and our AV would be based on the third example, \$6.8 billion.

Commissioner Blanchard-Reed asked what assumptions are being made in these examples and if they are just based on an increase in AV. Deputy Chief Judd responded the 2018 assumption is a 10% increase in AV, which is what he has been hearing from others in the county, including Attorney Quinn. However, we will not know for sure until mid-September. Future valuations are less predictable, but based on current real estate trends we can expect the AV to continue to increase by at least 6% for the next three to four years.

Deputy Chief Judd informed the Board that Attorney Quinn drafted a resolution for the fire levy lid lift. He reminded the Board they have put a procedure in place allowing a first reading only of the resolution at this meeting, but they can suspend that in order to approve the resolution tonight. This is important because the approved resolution must be sent to the County no later than August 1st in order to get the measure on the November ballot. He then distributed the associated Explanatory Statement to the Board for their review.

Commissioner Rosenlund moved to waive the second reading of Resolution No. 878 – Fire Levy Lid Lift. Commissioner Barstow seconded the motion. Motion carried unanimously.

Resolution No. 878 – Fire Levy Lid Lift.

Board Secretary Jodi Reynolds read Resolution No. 878 – Fire Levy Lid Lift into the record.

Deputy Chief Judd explained to the Board that Section 1 of the resolution refers to a potential loss of \$800,000 in 2018, while the first example in the memo states we will collect an additional \$1 million. This difference is based on the fact that we will still collect 1% if we do not do a lid lift, plus new construction. He added that he had a discussion with Attorney Quinn who believes we can run a new lid lift before six years to replace this current lid lift, much like we have done with EMS levies in the past. If AV increases much more than 6% over the next three to four years, we could rerun the lid lift to capture the difference.

Commissioner Barstow moved to approve Resolution No. 878 – Fire Levy Lid Lift, as presented. Commissioner Rosenlund seconded the motion. Motion carried unanimously.

Deputy Chief Judd requested the Board submit any comments they have on the Explanatory Statement to him this week and he will forward them to Attorney Quinn right away.

Commissioner Blanchard-Reed stated she would like the District to put together a new Citizens Advisory Task Force/Advisory Group. She expressed the need to have a fresh group of new stakeholders. Commissioner Gustafson suggested Chief Dale be responsible for this. Chief Dale stated he would do so.

Standing Committees

Committee Positions: Commissioner Rosenlund asked his fellow Board members if they wished to address the committee vacancies since the entire Board was present. They proceeded to fill the vacant positions as follows:

<u>Committee Name</u>	<u>Member #1</u>	<u>Member #2</u>
Budget/Finance/Audit	Gustafson	Blanchard-Reed
Joint Labor/Management	Barstow	Portmann
Legislative Affairs	Rosenlund	Blanchard-Reed

Policy and Procedure: Commissioner Rosenlund stated they are waiting to get together with Chiefs Dale and Judd to review the Reserve Account Policy when ready. Deputy Chief Judd stated he would like something in place prior to the start of the budget process and will let them know when the policy is ready.

Mergers/Consolidations: No report

Strategic Leadership Plan: Commissioner Rosenlund stated he is waiting until Chief Dale is ready to evaluate potential consultants.

Ad Hoc Committee

Permanent Fire Chief: No report

NEW BUSINESS

None

COMMISSIONER COMMENTS

Commissioner Portmann thanked the crews who cleaned up the Memorial Garden area.

Commissioner Portmann extended his congratulations to Chief Espinosa on his promotion to the position of Deputy Chief of Operations. He stated he has the utmost confidence in him.

Deputy Chief Espinosa thanked the Board for this opportunity and stated he appreciated the selection process and found it challenging. He is happy to be part of the team and looks forward to serving alongside the Board, staff and members.

Commissioner Rosenlund stated he met someone who was treated and transported by Graham Fire & Rescue who had amazing things to say about the service he received.

Commissioner Gustafson also congratulated Chief Espinosa on his promotion.

PUBLIC COMMENTS

Lieutenant Glenn Barcus reported that according to Wendy Barcus of the GEMT program, she received approval to assign the program to the WAC writer. It will likely be mid to late spring 2018 before it is finalized, but she will push to get it done by January 2018.

EXECUTIVE SESSION

Commissioner Blanchard-Reed requested a 15-minute Executive Session under RCW 42.30.110 (1) (g) to evaluate qualifications of public employees or review their performance, with possible business to follow.

Chief Dale requested a five-minute Executive Session under RCW 42.30.110 (1) (g) to evaluate qualifications of public employees or review their performance, with possible business to follow, a five-minute Executive Session under RCW 42.30.140 (4) (b) to plan or adopt strategy/position for collective bargaining, with possible business to follow, and a five-minute Executive Session under RCW 42.30.140 (4) (b) to plan or adopt strategy/position for professional negotiations, with possible business to follow.

Commissioner Gustafson announced a 15-minute Executive Session under RCW 42.30.110 (1) (g) to evaluate qualifications of public employees or review their performance, with possible business to follow, a five-minute Executive Session under RCW 42.30.110 (1) (g) to evaluate qualifications of public employees or review their performance, with possible business to follow, a five-minute Executive Session under RCW 42.30.140 (4) (b) to plan or adopt strategy/position for collective bargaining, with possible business to follow, and a five-minute Executive Session under RCW 42.30.140 (4) (b) to plan or adopt strategy/position for professional negotiations, with possible business to follow.

Commissioner Gustafson announced a recess at 7:44 p.m.

The Executive Session was announced as beginning at 7:46 p.m.

An announcement was made at 8:16 p.m. to extend the Executive Session 15 minutes.

An announcement was made at 8:31 p.m. to extend the Executive Session five minutes.

The Executive Session was announced as ending at 8:36 p.m.

Commissioner Gustafson reconvened the Regular Board Meeting at 8:40 p.m.

Commissioner Portmann moved to accept the Memorandum of Understanding between the I.A.F.F. Local 726 Graham Chiefs Bargaining Unit and the District for filling temporary FLSA non-exempt vacancies. Commissioner Rosenlund seconded the motion. Motion carried unanimously.

Commissioner Portmann moved to accept the Memorandum of Understanding between the I.A.F.F. Local 726 Graham Firefighter's Bargaining Unit and the District for an Officer to Paramedic incentive and 5th person off clarification. Commissioner Barstow seconded the motion. Motion carried unanimously.

Commissioner Portmann moved to terminate Janelle Wagner's employment with the District. Commissioner Blanchard-Reed seconded the motion. Motion carried unanimously.

Commissioner Rosenlund stated he looks forward to Firefighter Wagner's return to health and her ability to return to Graham Fire & Rescue.

Chief Dale requested a Board motion to approve issuing a conditional offer of employment to the next Firefighter on the current Firefighter Eligibility List to fill the vacancy just created.

Commissioner Rosenlund moved to approve issuing a conditional offer of employment to the next Firefighter on the current Firefighter Eligibility List to fill the vacancy just created. Commissioner Barstow seconded the motion. Motion carried unanimously.

Commissioner Blanchard-Reed stated she wished to preface her motion by stating that when the Board hired Pat Dale as Interim Chief, they set 90-day goals for him. At the last meeting during Executive Session they went over those goals and were completely satisfied with his performance, and he exceeded their expectations.

Commissioner Blanchard-Reed moved to appoint Interim Fire Chief Pat Dale as the permanent Fire Chief for the District. Commissioner Barstow seconded the motion.

Discussion was held on the motion. Commissioner Portmann stated when the Board first set this course they stated the temporary Chief would not be considered for the permanent position. He wished he had not said that, because, in hindsight, he had no inclination he would be as impressed with Chief Dale as he is. He has met his goals and has a vision for the Department the Board shares and many of the members share as well. He explained this is why they are considering Chief Dale for the permanent position when they had previously stated that would not be a possibility. Discussion concluded.

Commissioner Gustafson called the question. Motion carried unanimously.

Chief Dale thanked the Board for their kind comments and stated he enthusiastically accepts the position of Fire Chief for the District. The Board, in turn, thanked him and everyone applauded. Congratulations Chief Dale!

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of July 24, 2017, was adjourned at 8:45 p.m.

Gerald W. Gustafson, Commissioner

Anthony D. Judd, District Secretary