

**GRAHAM FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
SPECIAL BOARD MEETING  
December 20, 2018**

**CALL TO ORDER**

Commissioner Portmann called the meeting to order at 5:00 p.m.

**Attendance:**

Present: Commissioner Ryan Portmann, Commissioner Gerald W. Gustafson, Commissioner Russell T. Barstow (by phone), Commissioner Adam G. Rosenlund, Commissioner Gina Blanchard-Reed, Fire Chief Pat Dale, Deputy Chief Tony Judd, Deputy Chief Oscar Espinosa and Board Secretary Jodi Reynolds

Commissioner Portmann led the Pledge of Allegiance and welcomed the audience.

**PRESENTATION**

Resolution No. 922 – Promotion of Jonathan Hergert to Lieutenant

Board Secretary Jodi Reynolds read Resolution No. 922, Promotion of Jonathan Hergert to Lieutenant, into the record.

**Commissioner Rosenlund moved the approval of Resolution No. 922, Promotion of Jonathan Hergert to Lieutenant, as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

Oath of Service/Pinning Ceremony

Chief Dale administered the Oath of Service. The Board presented Lieutenant Hergert with his Certificate of Promotion. Mrs. Hergert pinned his Lieutenant badge on him.

**Commissioner Portmann called for a recess at 5:09 p.m. for five minutes.**

**Commissioner Portmann reconvened the Regular Board Meeting at 5:14 p.m.**

**APPROVAL/MODIFICATION OF THE AGENDA**

**Commissioner Blanchard-Reed moved to approve the Modified Agenda as presented. Commissioner Rosenlund seconded the motion. Motion carried unanimously.**

**APPROVAL OF CONSENT AGENDA**

**Commissioner Rosenlund moved to approve the Consent Agenda in the amount of \$1,538,014.69 after proper audit, with the removal of Policy 224 for further discussion. Commissioner Barstow seconded the motion. Motion carried unanimously.**

**CORRESPONDENCE**

None

**GENERAL ADMINISTRATION**

**Fire Chief's Report**

Chief Dale welcomed the audience members and reported on the following:

He attended the Firehouse Santa event at Station 91 last night which was very well attended.

Under Assistant Chief Waltrip's leadership, our Coats for Kids event provided 200 coats to area children in need.

In collaboration with Local 726, the Department will be delivering food baskets to six families this year.

On Monday, local business Pet Ponderosa purchased and donated to our Department ten resuscitative masks for pets. The story appeared on KIRO 7 News. Firefighter Brian Budd is responsible for putting this project together. This was a positive experience in every way!

### **Standing Committees**

Budget, Finance and Audit – Commissioner Portmann reported they attended the exit interview with the auditor and his supervisor. They had no findings at all, and had great things to say about Deputy Chief Judd, especially his professionalism. They were very disappointed to hear this would be his last audit. Commissioner Portmann thanked him for his excellent representation of the Department. Commissioner Blanchard-Reed inquired about an extra audit that was mentioned. Deputy Chief Judd explained next year they will be auditing 2018 in late November, and earlier in 2019 a single audit of the SAFER grant will occur. Commissioner Portmann informed the Board members a copy of the Auditor's report is located in their mailboxes.

Policy and Procedure – Commissioner Rosenlund reported with regards to Policy 224, he is aware there are some concerns and is interested in hearing those tonight. He requested they be presented as brief highlights, with detailed thoughts submitted in writing to him via email following this meeting. Those emails can then be forwarded to the Attorney as appropriate. Commissioner Gustafson stated part of this policy is already in their State Commissioner's Handbook, so he does not think it should be in the policy. Specifically, the majority of the bullet points on page three under "Prohibited Conduct," already appear in the Handbook under a completely different heading and should be left out of this policy. Commissioner Rosenlund stated the committee will evaluate these line items and compare them to the Handbook and consult with the Attorney about this language, since he was the one who provided the committee with the language. Discussion ensued. Commissioner Portmann stated his concerns are more specific and he will relay them in an email. Commissioner Rosenlund stated the committee will return to the policy for further review.

Mergers/Consolidations – No report.

Joint Labor/Management – No report.

Strategic Leadership Plan – No report.

Legislative Affairs – Commissioner Blanchard-Reed reported she heard back from Representatives Barkis and Gildon and Senator Becker for appointments. Some are still not set up in their offices and scheduling appointments yet.

### **UNFINISHED BUSINESS**

None

### **NEW BUSINESS**

None

**PUBLIC COMMENTS**

None

**COMMISSIONER COMMENTS**

Commissioner Gustafson reported a long-time employee of the Ashford Elbe Fire Department and her daughter died as a result of a tragic accident in Washington, DC, recently. Commissioner Portmann thanked the entire staff for all of their hard work this past year in which we hit the ground running, kept on running, and will continue to do so, right into the New Year. He also thanked those responsible for their outreach efforts the past three weeks. Kudos to those who organize these events and those who come out in support.

**EXECUTIVE SESSION**

None

**ADJOURNMENT**

**With no further business to come before the Board, the Special Board Meeting of December 20, 2018, was adjourned at 5:30 p.m.**

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Ryan Portmann, Commissioner

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Anthony D. Judd, District Secretary