

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
February 13, 2019**

CALL TO ORDER

Commissioner Blanchard-Reed called the meeting to order at 6:35 p.m.

Attendance:

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

Absent: Commissioner Ryan Portmann and Deputy Chief Oscar Espinosa had excused absences.

Commissioner Blanchard-Reed 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.

APPROVAL OF CONSENT AGENDA

Approval of Regular Board Meeting Minutes of January 23, 2019

Approval of Special Board Meeting Minutes of January 30, 2019

Approval of Financial Documentation:

General Fund:

Payables: Checks #25739 through #25818 = \$103,619.35

Transfer (EFT) = \$573.98

General Fund Total: \$104,193.33

Construction Fund:

Payables: Check #25738 = \$1,170.84

Construction Fund Total: \$1,170.84

GRAND TOTAL: \$105,364.17

Commissioner Rosenlund moved to approve the Consent Agenda in the amount of \$105,364.17 after proper audit. Commissioner Barstow seconded the motion. Motion carried.

CORRESPONDENCE

None

GENERAL ADMINISTRATION

Fire Chief's Report

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

He welcomed Annie Vandenkooy, the new Human Resources Manager.

The District Secretary position application period closed February 1st. ESCI, the firm hired to manage the recruiting process, received eight applications. They eliminated three and will interview the remaining five individuals. Then, we will hold interviews here by a panel of local SMEs, followed by the Chief's interview. If all goes as planned and enough applicants move forward, we anticipate having a list for Board approval at the next meeting, followed by the completion of the screening process. Commissioner Blanchard-Reed asked Fire Chief Dale if he would like a Board member to participate in the Chief's interviews and he responded affirmatively.

For the Mechanic II position, he and Assistant Chief Richards conducted the Chief's interviews with three candidates on February 6th. He is bringing the list to the Board later during this meeting.

Myra has been with Graham Fire & Rescue 40 years as of February 6, 2019. Congratulations, Myra!

During the recent snow event, "Snowmeggedon," all levels of our personnel stepped up and supported each other. Our call volume remained about the same, but responding to each call took considerably more time and effort because of the conditions. They stepped up staffing two to three positions daily in case call volume increased. While the response and support members became quite weary in the process, they did a great job and really rose to the occasion.

He reminded the Board about the Department Awards Banquet on Friday, March 15th.

Firefighter/Paramedic Michael Erickson resigned to take a position with Everett Fire Department. His last day is February 16th. Chief Dale conducted the exit interview and Michael had nothing but positive things to say. This was a very difficult decision for him, but he was pulled away because he has family in Snohomish County.

Standing Committees

Budget, Finance and Audit – No report

Policy and Procedure – Commissioner Rosenlund reported he took the information identified by Commissioner Gustafson at the previous meeting as needing clarification to the Attorney. Commissioner Rosenlund recalled there was concern that language in Policy 212 may possibly conflict with that in an article written by the Attorney. Commissioner Rosenlund read aloud the passage in question. He explained the Attorney's article in the Firehouse Lawyer Newsletter states that Commissioners have access to information just like a citizen does with a public records request. The policy does not state a Commissioner cannot get certain information, but only that the information requested by one Commissioner will also be provided to the other four. The article also addresses sensitive employee medical records that may not be appropriate to go to the public or a Commissioner. After comparing the information, the Attorney's opinion is there is no conflict. Commissioner Blanchard-Reed stated the conflict is where the policy identifies that we have a process for requesting and providing information, but in the article it states the information will be provided "immediately." Commissioner Rosenlund stated he will query the Attorney about this. Commissioner Blanchard-Reed suggested he might inquire of the Attorney if the language in the policy supersedes the article he wrote. Commissioner Rosenlund concurred. Commissioner Blanchard-Reed asked

Commissioner Gustafson if the committee's response thus far is satisfactory. He responded affirmatively.

Mergers/Consolidations – No report

Joint Labor/Management – No report

Strategic Leadership Plan – No report

Legislative Affairs – Commissioner Blanchard-Reed reported they had good meetings with our legislators. They had a variety of conversations during eight appointments.

UNFINISHED BUSINESS

None

NEW BUSINESS

Resolution No. 924, 2019 Mechanic II Certified Eligibility List

Board Secretary Jodi Reynolds read Resolution No. 924, 2019 Mechanic II Certified Eligibility List, into the record.

Commissioner Rosenlund moved to adopt Resolution No. 924, 2019 Mechanic II Certified Eligibility List. Commissioner Gustafson seconded the motion. Motion carried.

PUBLIC COMMENTS

Citizen Bob Benum stated the Bethel School District Bond issue appears to be passing.

COMMISSIONER COMMENTS

Commissioner Rosenlund commended Myra for her 40 years of service and called her a "pillar of our organization."

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of February 13, 2019, was adjourned at 6:52 p.m.

Gina Blanchard-Reed, Commissioner

Anthony D. Judd, District Secretary