

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
March 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, Commissioner Adam G. Rosenlund, Commissioner Ryan Portmann, Fire Chief Pat Dale, Deputy Chief Tony Judd and Deputy Chief Oscar Espinosa

Absent: Board Secretary Jodi Reynolds had an excused absence.

Commissioner Blanchard-Reed led the Pledge of Allegiance and welcomed the audience.

APPROVAL/MODIFICATION OF THE AGENDA

Commissioner Rosenlund moved to approve the Agenda as presented. Commissioner Barstow seconded the motion. Motion carried.

APPROVAL OF CONSENT AGENDA

Approval of Regular Board Meeting Minutes of February 27, 2019
Approval of Procedure 1425 – Facilities Maintenance Technician – Updated
Approval of Financial Documentation:

Payables: Checks #25897 through #25956 =	\$63,721.89
Transfer (EFT) =	<u>\$274.55</u>
Total:	<u>\$63,996.44</u>

Commissioner Rosenlund moved to approve the Consent Agenda in the amount of \$63,996.44 after proper audit. Commissioner Portmann 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:

In reference to the previous Board Meeting when he discussed the 2019 Competing Priorities and Capacity issues, and, as a result of the directive to purchase a new Tender and the work that involves, he is suggesting they move the date for completing the Apparatus Replacement Plan from the end of the first quarter to the end of the second quarter of 2019. It will still be completed prior to going into budget. The Board concurred.

The Department Awards Banquet is scheduled for Friday, March 15th at 5:30 p.m. at Frontier Park Lodge.

We have ten new Recruits starting this Friday, March 15th who will then start the Bates Recruit Academy on April 12th in order to meet the performance period requirement of the SAFER grant.

The Bates Recruit Academy will hold its graduation a week from this Friday on March 22nd at 7:00 p.m. at the Bates College Central Campus. We will be graduating eight Recruits, not nine as stated in his report. One of the Recruits who was doing well in the Academy resigned on Monday, citing stress as the reason.

He attended a meeting earlier today in Orting held by ESCI, the firm retained by Orting Fire to conduct their Integration Study. Also in attendance were Dan Olson, Fire Chief for Central Pierce, Bud Backer, Fire Chief for East Pierce and Zane Gibson, Fire Chief for Orting Fire. The ESCI representative explained this was a kick-off meeting, and they would be requesting data from all of the agencies present. Commissioner Blanchard-Reed asked if ESCI gave an expectation for how long the process would take. Chief Dale responded they did not, but in his experience, it may take until the end of this year.

The Change Conference has been rescheduled for June 10th due to the snow event earlier.

Standing Committees

Budget, Finance and Audit – No report

Policy and Procedure – No report

Mergers/Consolidations – No report

Joint Labor/Management – No report

Strategic Leadership Plan – No report

Legislative Affairs – No report

UNFINISHED BUSINESS

None

NEW BUSINESS

Resolution No. 925, 2019 District Secretary Certified Eligibility List

Deputy Chief Judd read Resolution No. 925, 2019 District Secretary Certified Eligibility List, into the record.

Commissioner Rosenlund moved to adopt Resolution No. 925, 2019 District Secretary Certified Eligibility List, as presented. Commissioner Portmann seconded the motion. Motion carried.

Chief Dale stated they retained ESCI to conduct a search for candidates for the District Secretary position. They screened the applicants, interviewed eight and narrowed the field to four. A panel of subject matter experts including Deputy Chief Judd, the District Secretary from Central Pierce and the District Secretary from Key Peninsula conducted interviews yesterday morning to explore the candidates' technical skills, followed by the Chief's interview in the afternoon. That panel consisted of Commissioner Blanchard-Reed, Chief Dale, Deputy Chief Espinosa and Assistant Chief Richards as the Local's representative. Two of the candidates were excellent and made the list; the other two did not. The number one candidate has great skills and will be an excellent fit in this very important position.

Bid Award for PCHIT Trailers

Deputy Chief Judd explained as part of the Department of Ecology grant received, we went out to bid for four trailers for the Haz Mat team. The bid period closed on February 21st and the bids were opened the same day. They received three bids which were deemed responsive by the reviewing committee for the team. They recommend the award of the bid to Complete Trailer Company in the amount of \$190,770 plus sales tax. If needed, PCHIT will cover any cost overruns from its reserve funds. He thanked Captain Jason Rickey who was seated in the audience. He did 90% of the legwork in designing and developing the trailers along with the leadership of the Haz Mat Team. This is the culmination of between two and four years of work to get this approved through a grant process, and they were finally successful. Thank you, Jason for your great work!

Commissioner Blanchard-Reed asked Deputy Chief Judd if he was seeking action by the Board, and he responded affirmatively. He explained that as lead agency for the Haz Mat Team, Graham Fire & Rescue received the grant on behalf of the team. He is seeking Board approval for the bid award.

Commissioner Rosenlund moved to award the bid for the purchase of four trailers for PCHIT to Complete Trailer Company in the amount of \$190,770 plus sales tax. Commissioner Barstow seconded the motion. Motion carried.

PUBLIC COMMENTS

None

COMMISSIONER COMMENTS

Commissioner Portmann acknowledged all of those members who participated in the stair climb event. Graham Fire was well-represented once again. Congratulations!

Commissioner Blanchard-Reed commented she had the opportunity to get on a stair step machine next to Firefighter Guenther.

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of March 13, 2019, was adjourned at 7:14 p.m.

Gina Blanchard-Reed, Commissioner

Anthony D. Judd, District Secretary