

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
March 27, 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, Commissioner Ryan Portmann, Fire Chief Pat Dale, Deputy Chief Tony Judd and Board Secretary Jodi Reynolds

Absent: Deputy Chief Oscar Espinosa 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 Portmann seconded the motion. Motion carried.

APPROVAL OF CONSENT AGENDA

Approval of Regular Board Meeting Minutes of March 13, 2019

Approval of Financial Documentation:

General Fund:

Payables: Checks #25960 through #26033 = \$111,085.48

Payables (Payroll): Checks #26039 through #26055 = \$549,975.23

Payroll: Checks #26034 through #26038 = \$12,295.36

Payroll Transfers (EFTs) = \$784,322.24

General Fund Total: \$1,457,678.31

Construction Fund:

Payables: Checks #25957 through #25959 = \$15,467.84

Construction Fund Total: \$15,467.84

GRAND TOTAL: \$1,473,146.15

Commissioner Rosenlund moved to approve the Consent Agenda in the amount of \$1,473,146.15 after proper audit. Commissioner Portmann seconded the motion. Motion carried.

Deputy Chief Judd informed the Board he had one additional payable in the amount of \$278.10 payable to the Board for Volunteer Firefighters to add the three newest Volunteers to the pension system for 2018. He distributed copies to them.

Commissioner Rosenlund moved to approve the additional payable in the amount of \$278.10 payable to the Board for Volunteer Firefighters, after proper audit. Commissioner Portmann seconded the motion. Motion carried.

CORRESPONDENCE

None

GENERAL ADMINISTRATION

Fire Chief's Report

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

We held our Awards Banquet on Friday, March 15th. Thank you to Deputy Chief Judd and Jodi Reynolds for their work planning and preparing for the event. Also, thanks to the Awards Committee members Deputy Chief Judd, Kathy Hickok, Annie Vandenkooy, Battalion Chiefs Fortier, Juergens and Woodey and Lieutenant Bonea. We had record-breaking attendance, a Leprechaun appearance and numerous well-deserved award recipients.

We had eight members graduate from the Bates Recruit Academy last Friday. Overall, our group did very well in the academy, with several of our members receiving special awards. They will continue at Bates for Firefighter II and Haz Mat Ops training for one week, then back here the following week. Commissioner Portmann asked how many were left to be hired and Chief Dale responded one.

Additional Items:

Chief Dale distributed to the Board an article titled, "Mapping Current and Proposed Effective Fire Response." He explained it was written by Mike Price and appeared in a GIS trade magazine. The article details his experience working with Deputy Chief Espinosa and demonstrates how data is used in writing a SAFER grant. For the grant, Deputy Chief Judd wrote an excellent narrative which Mike Price and Deputy Chief Espinosa put into test environments producing data for response and coverage that modeled what it would look like if we received the SAFER grant, which we did. The article shines really well on Graham Fire & Rescue. Well done staff members!

He plans to do a social media piece on the 18 new Firefighters. In the video he will espouse to our citizens how we said we would hire 18 new Firefighters with the M&O and here they are. They plan to shoot the video the week after next.

Also along the lines of community outreach, we are planning an Open House at Station 96 on May 16th from 5:30 p.m. to 8:30 p.m. He distributed flyers to the Board.

The Request for Proposals for the Station 94 remodel closes on Monday, April 1st. He requested a Special Board Meeting be scheduled for next Thursday, April 4th to award the bid to keep on schedule for the remodel. He suggested this meeting could take the place of the regular meeting on April 10th. Discussion ensued about the start time.

Commissioner Portmann moved to schedule a Special Board Meeting to discuss regular business on Thursday, April 4, 2019, beginning at 5:30 p.m. Commissioner Gustafson seconded the motion. Motion carried.

Commissioner Portmann moved to cancel the Regular Board Meeting of April 10, 2019. Commissioner Rosenlund seconded the motion. Motion carried.

Standing Committees

Budget, Finance and Audit – No report

Policy and Procedure – Commissioner Rosenlund stated he received a question about the meeting minutes and their current format. During the training session, the parliamentarian indicated our minutes are far more detailed than necessary. The committee will reach out to the Attorney for his opinion. Commissioner Portmann stated he is not in favor of a “bare bones” format, but would support a format that is not as detailed as presently followed. Commissioner Rosenlund concurred. Commissioner Gustafson stated the minutes should contain the least amount said as possible. Some of our minutes get quite long. Commissioner Rosenlund stated he will communicate the Board members’ comments to the Attorney, obtain his opinion and get back to them.

Mergers/Consolidations – No report
Joint Labor/Management – No report
Strategic Leadership Plan – No report
Legislative Affairs – No report

UNFINISHED BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENTS

Citizen Bob Benum stated he totally disagrees with the Board on the format of the meeting minutes. The more information you give the public, the more they know. The people who go to the trouble to get the minutes deserve to know everything they can. From the public’s perception, the minutes are just fine the way they are. Commissioner Portmann asked Mr. Benum what he thought of the possibility of having access to the audio recording of a meeting online, by clicking on a button next to the minutes. That way, if the minutes were less detailed, the viewer could listen to the audio to get more detail as desired. This would also save staff member time. Mr. Benum asked if this was also to free staff from being overworked. Commissioner Blanchard-Reed reiterated the parliamentarian’s view that the minutes only need to contain the bare bones actions taken during the meeting, not nearly as detailed as our minutes. She explained the challenges to providing extremely detailed minutes and the decisions necessary by staff whether to include some information and not other, so as not to leave statements out or type all statements verbatim. Mr. Benum reiterated his position. Commissioner Blanchard-Reed assured him they will take his comments into consideration and that she understands the value of having transparency. They will also look into the technology available to provide a link to the audio recording. Mr. Benum stated that the public deserves to know. With a monthly budget of \$1.4 million, the Board is running a big company. If he has missed a meeting, he reads the minutes prior to the start of the next meeting. They do get read. She thanked him for his comments.

COMMISSIONER COMMENTS

Commissioner Gustafson reported the Pierce County Fire Commissioner Association meeting is scheduled for tomorrow night at 7:00 p.m. at East Pierce Fire & Rescue in Bonney Lake.

Commissioner Portmann commended Chief Dale and staff for their work on Facebook and Twitter in an effort to enhance our outreach on social media. Kudos to staff for all of the hiring they have done this past year, with only one position left to hire. This is remarkable considering all of the testing, scheduling and everything else required. Thank you for all of your efforts.

Commissioner Blanchard-Reed stated she has also noticed the uptick in the coverage of calls on social media.

EXECUTIVE SESSION

Commissioner Portmann requested a 10-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 Blanchard-Reed announced a 10-minute Executive Session under RCW 42.30.140 (4) (b) to plan or adopt strategy/position for professional negotiations, with business to follow.

**Executive Session was announced as beginning at 6:58 p.m.
Executive Session was announced as ending at 7:08 p.m.**

Commissioner Portmann stated there would be no action tonight on the item discussed in Executive Session because there is more work to be done on it.

Citizen Bob Benum asked if there is a reason why, when the Board goes into Executive Session, the audience members can't know the subject matter so that if they have a question they could ask it. The Executive Session Title means nothing to him. Also, he stated the Chief frequently hands out papers to the Board that he talks about, but are not given to the audience. Commissioner Portmann responded (with regards to Executive Sessions) that in certain situations they could do a better job. In this instance, the subject matter was a supplemental contract between the District and Deputy Chief Judd to be able to bring him back after he retires for audits and other matters requiring his expertise. They could have said that. However, if it was a sensitive personnel issue, they would be more generic. He said he understands how Mr. Benum feels not knowing the subject matter. Mr. Benum stated he does not understand why they cannot know. Then he asked if the Department bought a Tender yet. Commissioner Gustafson responded no, not yet. Chief Dale responded we are in the process of buying a Tender. Commissioner Blanchard-Reed responded they will take his suggestion in terms of sharing information (about Executive Session) and do so when they can, but if it is sensitive in nature they cannot. Deputy Chief Judd stated the RCW descriptions are vague for a reason. The Board cannot take any action inside of Executive Session, they must come out in order to take action, so at that time you would learn what it was about. That is the way the law is written. Commissioner Blanchard-Reed responded to Mr. Benum's concern about not being provided some of the materials provided to the Board by staff. She said there are some extra copies and she, Commissioner Portmann and Deputy Chief Judd agreed they will make sure those are shared in the future. Commissioner Gustafson suggested he read the RCWs to learn more about what can and cannot be said publicly regarding Executive Session matters. Mr. Benum said he would like a copy to refer to. Commissioner Gustafson said he would bring a copy to the next meeting.

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of March 27, 2019, was adjourned at 7:14 p.m.

Gina Blanchard-Reed, Commissioner

Anthony D. Judd, District Secretary