

**GRAHAM FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
REGULAR BOARD MEETING  
July 24, 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 Oscar Espinosa, District Secretary Brenda Barker and Board Secretary Jodi Reynolds

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

**APPROVAL/MODIFICATION OF THE AGENDA**

**Commissioner Portmann moved to approve the Agenda as presented. Commissioner Gustafson seconded the motion. Motion carried.**

**PRESENTATION**

Letters of Commendation to Captain Matthew Black and Resident Firefighter Jorge Lopez  
Chief Dale asked Captain Black and Resident Firefighter Lopez to come forward. He read aloud their Letters of Commendation which he then presented to them. They were recognized for their efforts in providing compassionate and competent care to a woman who had been struck by a vehicle, as related in a letter from the victim. This incident occurred while they were off duty and their actions were considered to be well beyond the call of duty. Members of the audience then took pictures of the honorees with the Chief and Board.

**APPROVAL OF CONSENT AGENDA**

Approval of Regular Board Meeting Minutes of July 10, 2019

Approval of Policy 214 – Board of Fire Commissioner Meetings – Commissioner Rosenlund explained staff made the requested change but was unable to print out the revised policy due to difficulties with the program. As previously discussed, one change was made to the following citation, “It is the responsibility of the Board of Fire Commissioners members to inform the Chair, the Fire Chief or the District Secretary...” The comma after “Chair” was replaced with “and.” He stated that staff will provide copies of the revised policy to the Board when available. He asked if the Board is agreeable to continue and approve the Consent Agenda without a copy of the revised policy in hand. They responded affirmatively.

Approval of Financial Documentation:

General Fund:

Payables: Checks #26612 through #26673 =	\$661,147.15
Payables (Payroll): Checks #26684 through #26700 =	\$426,381.36
Payroll: Checks #26679 through #26683 =	\$10,148.27
Payroll Transfers (EFTs) =	<u>\$846,489.40</u>
<b>TOTAL:</b>	<b><u>\$1,944,166.18</u></b>

**Commissioner Rosenlund moved to approve the Consent Agenda in the amount of \$1,944,166.18 after proper audit. Commissioner Gustafson 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:

All ten of our Recruits attending the Academy graduated on July 12<sup>th</sup>. They are as follows:

Eric Aime  
Eric Baumgardner  
Dustin Caramandi  
Joe Coffey  
Patrick Daly  
Jacob Davis  
David Eichner  
Matthew Lester  
Tyler Schaff  
Bjorn van Dijk

In additional, several awards were given to our Recruits:

**Chiefs' Company**

Eric Baumgardner  
David Eichner

**Fitness Award**

Eric Baumgardner

**Most Improved**

Jacob Davis

**Academic**

Eric Aime  
Dustin Caramandi

On July 10<sup>th</sup> the District was served with a lawsuit on a vehicle accident which occurred in 2015. The lawsuit is for \$100,000. Staff turned it over to our insurer, Enduris, who has assigned legal counsel. The attorney contacted the plaintiff, but has not received notice back. Chief Dale will keep the Board informed.

A conditional offer of employment was made to Tyler Lingbloom for the Facilities Maintenance position.

Commissioner Blanchard-Reed inquired when the next Academy graduation will take place. Chief Dale responded it will be in November.

## **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**

### New Tender Purchase Contract

District Secretary Barker explained the contract has been reviewed by counsel. We opted for the 100% prepayment to benefit the District with the largest discount available, and we are ready to move forward with the purchase. Chief Dale added that this requires a motion by the Board to move funds from the Fleet Replacement Reserve Fund to the Expense Fund. Commissioner Portmann asked what the expected delivery date is, and Assistant Chief Richards responded 365 days.

### **Commissioner Gustafson moved to transfer \$599,525 from the Fleet Replacement Reserves to the Expense Fund. Commissioner Portmann seconded the motion.**

Discussion was held on the motion. Commissioner Portmann confirmed with Chief Dale this is a Tender/Engine, so the price is higher than for a standard Tender. Chief Dale concurred, adding that it is a Tender with Engine capabilities, so it is one apparatus that replaces two in our current model. We utilized the Apparatus Purchasing Committee to develop the specifications to address the specific needs of the Department. He anticipates getting 25 service years out of this vehicle, between front line and reserve. In the future the apparatus will meet the needs of our deployment models as they develop as population and call volumes increase, and it will also meet the requirements for an Engine for WSRB service credits. Discussion concluded.

### **Motion carried.**

### Resolution No. 934 – Multi-Year EMS Levy Lid Lift

Chief Dale explained this Resolution, if approved by the Board, would place an EMS Levy Lid Lift measure on the November 5<sup>th</sup> ballot. This addresses the fact that a pre-authorized permanent EMS Levy of \$.50 per \$1,000 assessed valuation, because of the statutory 1% limit, allows us to collect only \$.42 of the \$.50 levy in 2019. In 2020, this will drop to \$.40. It takes a vote of the citizens to “lift the lid” above the 1% limit. In 2020, without placing this on the ballot and having it pass, we would lose \$803,100. Commissioner Blanchard-Reed inquired if this dollar amount is what is being lifted or the total. Chief Dale responded that it is the difference. She asked if it takes a vote of 51% to pass and he responded yes, a simple majority.

Board Secretary Jodi Reynolds read Resolution No. 934, Multi-Year EMS Levy Lid Lift, into the record.

### **Commissioner Rosenlund moved the approval of Resolution No. 934, Multi-Year EMS Levy Lid Lift, as presented. Commissioner Gustafson seconded the motion. Motion carried.**

**PUBLIC COMMENTS**

Robert Homan, citizen and candidate for Fire Commissioner, stated he has received amazing feedback from the voters on the complete operation of the Fire District. One respondent said they were impressed by the professionalism and kindness of the crews responding for a lift assist for an elderly woman. Mr. Homan stated he wanted to thank the Firefighters of the District for their service. The District’s social media has been talked about a couple of times; specifically, the pictures and feedback are appreciated. The office staff were mentioned, too, regarding how they successfully assisted a citizen with getting their tax code corrected with the County. They love the direction the Department is headed and the leadership shown by the Board and Chief the past couple of years. He concluded by saying whomever wins the position, John, Jake or himself, it will be an honor to serve the District.

**COMMISSIONER COMMENTS**

None

**EXECUTIVE SESSION**

**Commissioner Blanchard-Reed announced a 10-minute Executive Session under RCW 42.30.110 (1) (g) to evaluate qualifications of public employees or review their performance, with no business to follow.**

**The Executive Session was announced as beginning at 7:05 p.m.**

**The Executive Session was announced as ending at 7:15 p.m.**

**ADJOURNMENT**

**With no further business to come before the Board, the Regular Board Meeting of July 24, 2019, was adjourned at 7:16 p.m.**

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Gina Blanchard-Reed, Commissioner

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Brenda L.B. Barker, District Secretary