

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
October 9, 2019**

CALL TO ORDER

Commissioner Blanchard-Reed called the meeting to order at 6:30 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 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 Rosenlund moved to approve the Modified Agenda as presented. Commissioner Barstow seconded the motion. Motion carried.

APPROVAL OF CONSENT AGENDA

Approval of Regular Board Meeting Minutes of September 25, 2019
Approval of Financial Documentation:

General Fund:

Payables: Checks #27047 through #27123 =	\$483,673.00
Transfer (EFT) =	<u>\$89.51</u>
Total:	<u>\$483,762.51</u>

Commissioner Rosenlund moved to approve the Consent Agenda in the amount of \$483,762.51 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:

The Open House on Saturday was extremely successful. We estimated in excess of 450 people attended. The atmosphere was very positive, and the event was a huge success.

He suggested to the Board holding the October 21st Special Board Meeting at an earlier time than normal. Discussion ensued and the Board decided on 6:00 p.m. for the start time.

Regarding the Integration Study (mergers/consolidations/RFAs), the IAFF Local 726 leadership has had a change in plans and wants to slow down the process and take more time with it. In the Strategic Plan, he had previously moved this action item from long-term to first quarter 2020, and now suggests moving it later in 2020, the following year, or the year after that. He suggests

moving it back to where it originated in the Strategic Plan for now. Regarding Orting Valley Fire & Rescue, discussions were on, then off, and now on again, with their consultant ESCI requesting financial information only at this time from us, Central Pierce and East Pierce. District Secretary Barker is submitting our financials. We will receive information from that initial step of the study.

He recalled for the Board back on August 28th he provided an overview of the \$33 million grant received by Bates Technical College to build a training facility and that they were looking for partnerships. A couple of entities have come forward with property, the City of Tacoma Fire Department and JBLM. The President of the College said they have meetings scheduled with Tacoma, and JBLM is moving forward. They also want to hire a half-time person with fire service expertise as a liaison to develop scope over the next two years. Chief Dale is collaborating with Central Pierce's Chief Olson to offer one of our personnel. Bates has hired Rice Fergus Miller Architecture for the brick-and-mortar portion of the scope. Chiefs Dale and Olson are meeting tomorrow with the Washington Fire Chiefs Executive Director Wayne Senter to get the word out to the fire service in Washington. If the selected property is in the city of Tacoma, it does not make sense for us to continue in this process. If it is at JBLM, then it does. He envisions the project to include a large complex with a number of training towers, a facility to host conferences, a cafeteria, showers, etc.

Standing Committees

Budget, Finance and Audit – No report

Policy and Procedure – Commissioner Rosenlund reported the committee will meet this week to consider adding a second Public Comments period and determine when during the meeting this should occur. He requested input from the Board. Discussion ensued. Commissioner Rosenlund concluded the committee will meet this week, package the information and send it to Attorney Joe Quinn.

Mergers/Consolidations – No report

Joint Labor/Management – No report

Strategic Leadership Plan – No report

Legislative Affairs – No report

UNFINISHED BUSINESS

Budget 2020 – Funding Revenue Document

Chief Dale stated this document is provided in their books for their review and he welcomed any questions. Commissioner Blanchard-Reed thanked staff for putting the information together and requested that copies be available to distribute at future meetings. The Board members thanked District Secretary Barker for her work.

NEW BUSINESS

Policy 1028 – Community Outreach Officer Job Description

Chief Dale explained this is a proposed job description for the reclassification of the Public Prevention and Education Officer (PPEO) position to a non-represented position. The position will focus on community outreach, marketing and communication. The financial impact is a cost savings from the previous PPEO position. He requested the Board waive the second reading and requested a motion to approve tonight. Discussion ensued.

Commissioner Rosenlund moved to waive the second reading of Policy 1028 and move it to a vote at this time. Commissioner Barstow seconded the motion. Motion carried.

Commissioner Rosenlund moved to approve Policy 1028, Community Outreach Officer Job Description, as presented. Commissioner Barstow seconded the motion. Motion carried.

Chief Dale thanked Human Resources Manager Vandenkooy for her excellent work on the policy.

Policy 1004 – Battalion Chief of Administration Job Description

Chief Dale stated this is the first reading. This is a new position agreed upon by Local 726 and the Board. The position is part of the Chief's Bargaining Unit and will support Strategic Plan funding efforts and data management. The cost is offset by the significant savings from the PPEO position reclassification. Also, we will no longer need to hire a consultant for marketing and outreach. Discussion ensued. Commissioner Blanchard-Reed stated the Board would review the document over the next two weeks and be prepared for a vote at the next meeting. Chief Dale again thanked Human Resources Manager Vandenkooy for her excellent work.

PUBLIC COMMENTS

None

Quarterly Reports

Graham Fire Association – No report

IAFF Local 726 – Vice President Luke Wahl stated he had nothing to report other than everything is going well.

COMMISSIONER COMMENTS

Commissioner Portmann offered a “shout out” to the Chief, staff, Support Services and Volunteers for the success of the Open House. It exceeded all expectations for attendance.

Commissioner Blanchard-Reed commented that the Open House was excellent. A great day. She visited extensively with Nancy and Regis Jackson, owners of Pet Ponderosa, at their booth. This an example of a great community partnership.

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of October 9, 2019, was adjourned at 7:15 p.m.

Gina Blanchard-Reed, Commissioner

Brenda L.B. Barker, District Secretary