

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
February 12, 2020**

CALL TO ORDER

Commissioner Portmann called the meeting to order at 6:30 p.m.

Attendance:

Present: Commissioner Ryan Portmann, Commissioner Gerald W. Gustafson, Commissioner Adam G. Rosenlund, Commissioner Gina Blanchard-Reed, Deputy Chief Oscar Espinosa, District Secretary Brenda Barker and Board Secretary Jodi Reynolds

Absent: Commissioner Robert Homan and Fire Chief Pat Dale had excused absences.

Commissioner Portmann led the Pledge of Allegiance and welcomed the audience.

PUBLIC COMMENTS

None

APPROVAL/MODIFICATION OF THE AGENDA

Commissioner Rosenlund moved to approve the Agenda as presented. Commissioner Blanchard-Reed seconded the motion. Motion carried.

APPROVAL OF CONSENT AGENDA

Regular Board Meeting Minutes of January 22, 2020

Financial Documentation:

General Fund:

Payables: Checks #27708 through #27789 = \$300,001.33

Transfer (EFT) = \$654.15

TOTAL: \$300,655.48

Commissioner Rosenlund moved to approve the Consent Agenda in the amount of \$300,655.48 after proper audit. Commissioner Blanchard-Reed seconded the motion. Motion carried.

CORRESPONDENCE

None

GENERAL ADMINISTRATION

Fire Chief's Report

In Fire Chief Dale's absence, Deputy Chief Espinosa welcomed the Board and audience members and reported on the following:

On Thursday, February 6, 2020, we celebrated Myra Merdian-Drake's last official work day. Myra was gracious to share stories and participate in an interview which was shared via social and traditional media on KIRO. Thank you to Brianna Baker, Jasper Stenstrom, Assistant Chief Steve Richards, and the many other members who made it a special day for her!

Myra's retirement reception is scheduled for Friday, March 20, 2020 from 3:00 pm to 5:00 pm at Station 94.

Our Community Outreach Officer Brianna Baker is settling into her new position at Station 91 and is here tonight. She has been doing some ride-alongs and was even on a fire scene.

Our new Resident Firefighters have completed our post-academy in-service training. All six (6) are assigned and serving with their respective shifts.

On January 29, 2020, we hosted the Washington Survey & Rating Bureau for our quinquennial, every five years, Fire Department Re-Rate. We remain cautiously optimistic and expect to receive an official Protection Class Rating in March of 2020. A big "thanks" to all the staff members involved in hosting the rater and in assembling the required data for the re-rate!

Standing Committees

Budget, Finance and Audit – Commissioners Portmann and Blanchard-Reed reported they went through the financials and created a process for doing that more regularly. They are now waiting for the December reports to come in.

Policy and Procedure – No report

Mergers/Consolidations – No report

Joint Labor/Management – No report

Strategic Leadership Plan – No report

Legislative Affairs – Commissioner Blanchard-Reed reported they had a very successful Legislative Day on January 28th. They met with five legislators and discussed priority issues, updated them on Graham Fire, and educated them on the Fire Benefit Charge. They enjoyed introducing new Commissioner Homan to the legislators. Commissioner Rosenlund stepped out during these meetings so they would not have a quorum. Commissioner Gustafson stated when they go to that event there is no concern about having a quorum. A quorum is for our District here, whereas Legislative Day is for the whole state. Commissioner Blanchard-Reed stated the Board discussed this issue last year and they received an opinion from the attorney, and he thought otherwise, so they will go with his opinion. Commissioner Gustafson stated he disagreed. Commissioner Portmann reiterated the Board received a legal opinion last year. He stated they could circle back and provide the document to the rest of the Board.

UNFINISHED BUSINESS

2020 Meeting Schedule

- Draft Resolution No. ____ – 2020 Change Board Meeting Days
- Draft Resolution No. ____ – 2020 Issue Warrants Prior to Board Approval

Commissioner Portmann requested the Board review the draft resolutions located in their books over the next two weeks. They will discuss them at the next Board meeting. Commissioner Blanchard-Reed asked why the resolutions were drawn up prior to discussion taking place. Commissioner Rosenlund responded he recalled from the last meeting staff was planning on drafting something. Commissioner Portmann stated he previously received clarification the timeline presented at the last meeting was set by staff, but it is not a statutory requirement.

NEW BUSINESS

None

PUBLIC COMMENTS

Citizen Robert Benum commented he spoke with several community members regarding the move to one meeting per month being proposed, and they did not think it was in their best interest. He said that even if the meeting lasts only 15 minutes, it provides him the opportunity to speak.

Commissioner Blanchard-Reed asked Mr. Benum if he would contact those people to see if they would be interested in attending the next Board meeting to give their input. He said he would.

Citizen Carolyn Benum commented she saw the post on Facebook of the training event with the kids from the Skills Center, and said how great an opportunity that was for them.

COMMISSIONER COMMENTS

Commissioner Rosenlund spoke favorably about the program at the Pierce County Skills Center. He is very glad Graham Fire is embracing them. Commissioner Portmann concurred. He requested staff explore ways to leverage that relationship. He is all for supporting that program. Deputy Chief Espinosa stated he will pass these comments on to the Training Division and give them kudos for their foresight.

Commissioner Gustafson informed the Board that two employees (Nora Eylenfeldt and Sandy Babcock) from WFCA in Olympia will be retiring after 39 and 37 years of service (respectively). Their last day is February 28th. He suggested that the Board members send a "thank you" to them.

Commissioner Gustafson commented on going to one meeting per month. He said having special meetings is not the way to run a fire district. If they need two readings on a new issue, this now strings it out for a month. This is not a good way to run the fire district.

Commissioner Blanchard-Reed asked questions about the individuals retiring from WFCA. She and Commissioner Portmann suggested they sign cards by the February 26th meeting and overnight them. Commissioner Gustafson offered to deliver the cards. Deputy Chief Espinosa offered that staff could purchase the cards.

Commissioner Blanchard-Reed confirmed upcoming meetings. Commissioner Portmann stated the next regular Board meeting is February 26th at 6:30 p.m. and the monthly Pierce County Fire Commissioners Association Meeting is here on the 27th at 6:30 p.m.

Commissioner Blanchard-Reed commented about a survey emailed to the Board from Chief Dale regarding the Strategic Plan. Commissioner Portmann asked if the Board members had an opportunity to respond yet. The due date is February 21st.

Commissioner Gustafson added to his comments about going to one meeting per month. He referenced a past comment that the District would save money. He said Tacoma Fire Department's firefighters do not have overtime. We could save a lot of money that way, too.

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of February 12, 2020, was adjourned at 6:50 p.m.

Ryan Portmann, Commissioner

Brenda L.B. Barker, District Secretary