

**GRAHAM FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
REGULAR BOARD MEETING  
August 26, 2020 (Virtual)**

**CALL TO ORDER**

Vice Chair Blanchard-Reed stated Chairman Portmann would be joining the meeting shortly. In his absence, Vice Chair Blanchard-Reed called the meeting to order at 6:30 p.m.

**ROLL CALL BY CHAIR**

Present: Chairman Ryan Portmann (joined meeting at 6:44 p.m.), Commissioner Gerald W. Gustafson, Commissioner Adam G. Rosenlund, Commissioner Gina Blanchard-Reed, Fire Chief Pat Dale, Deputy Chief Oscar Espinosa, District Secretary Brenda Barker and Board Secretary Jodi Reynolds

Absent: Commissioner Robert Homan had an excused absence.

**PUBLIC COMMENTS**

None

**APPROVAL/MODIFICATION OF AGENDA**

**Commissioner Rosenlund moved to approve the Agenda as written. Commissioner Gustafson seconded the motion. Motion carried.**

**APPROVAL OF CONSENT AGENDA**

Regular Board Meeting Minutes of August 12, 2020

Financial Documentation:

General Fund:

Payables: Checks #28620 through #28672 =	\$323,660.57
Payables (Payroll): Checks #28605 through #28619 =	\$530,670.84
Payroll: Checks #28599 through #28604 =	\$12,512.59
Payroll Transfers (EFTs) =	<u>\$798,922.95</u>
<b>TOTAL:</b>	<b><u>\$1,665,766.95</u></b>

**Commissioner Rosenlund moved to approve the Consent Agenda, as submitted. Commissioner Gustafson seconded the motion. Motion carried.**

**CORRESPONDENCE**

None

**GENERAL ADMINISTRATION**

**Fire Chief's Report**

Fire Chief Dale welcomed the Board to the virtual meeting and reported on the following:

He continues to leave in place the Strategic Priorities for COVID-19. While his number one priority is COVID, his number two priority is the Benefit Charge.

### Current Events

- Benefit Charge internal training conducted by Chief Dale for all Officers took place last week.
- We are again hosting Pierce County Department of Emergency Management's mobile COVID Testing Site at Station 93 on Thursday, August 27 from 10:00 a.m. to 3:00 p.m.
- Delivery of the Tender is expected end of September/first of October, and we will hold a gala event to place it in service.

### Information Only

- A boundary line adjustment is in process for 44 parcels which currently reside in Central Pierce Fire & Rescue's District, but are actually in Graham Fire & Rescue's service area. Maps and additional information have been provided to the Board.

Commissioner Blanchard-Reed asked Chief Dale if the Community Outreach calendar is posted on the website and available to Board. He responded it is not on the website, but he would request the calendar be provided to all Board members.

### **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

Chairman Portmann joined the virtual meeting at approximately 6:44 p.m.

### **NEW BUSINESS**

#### 2021 Budget

Fire Chief Dale introduced this topic to the Board and provided the following information:

- Board Budget Goals – His suggestions are as follows:
  - Uncertain economic outlook
  - Prudent spending practices
  - Meet and support the Strategic Plan, where possible
  - Continue developing Reserve Fund
  - Seek stable revenue sources

Chairman Portmann inquired if District Secretary Barker had yet sent out the Budget Schedule to the Board members. He requested the Board review the Budget Goals document over the next two weeks with the intent to finalize it at the next meeting.

He then deferred to District Secretary Barker to present the Initial Revenue Projections information included in their packets. She explained the District expects to receive the actual numbers from the County mid-September. She proceeded with her review of the projections and responded to Board questions.

## **PUBLIC COMMENTS**

None

## **COMMISSIONER COMMENTS**

None

## **EXECUTIVE SESSION**

Chairman Portmann announced a five-minute Executive Session under RCW 42.30.140 (4) (b) to plan or adopt strategy/position for collective bargaining, with possible business to follow, and a five-minute Executive Session under RCW 42.30.140 (4) (b) to plan or adopt strategy/position for collective bargaining, with possible business to follow.

The Executive Session was announced as starting at 6:59 p.m.

The Executive Session was announced as ending at 7:09 p.m.

Chairman Portmann explained that during Executive Session, discussion took place on two Memoranda of Understanding between IAFF Local 726 Graham Firefighters Bargaining Unit and the District, and he called for motions by the Board.

**Commissioner Rosenlund moved to approve the Memorandum of Understanding between IAFF Local 726 Graham Firefighters Bargaining Unit and the District regarding promotional testing timelines. Commissioner Gustafson seconded the motion. Motion carried.**

**Commissioner Rosenlund moved to approve the Memorandum of Understanding between IAFF Local 726 Graham Firefighters Bargaining Unit and the District regarding Paramedic school for members of Graham Fire & Rescue. Commissioner Blanchard-Reed seconded the motion. Motion carried.**

Chairman Portmann reminded the Board the next Pierce County Fire Commissioners Association Meeting is being held virtually tomorrow evening, if they are available to attend and represent Graham Fire & Rescue.

## **ADJOURNMENT**

**With no further business to come before the Board, the Regular Board Meeting of August 26, 2020, was adjourned at 7:14 p.m.**

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Ryan Portmann, Board Chairman

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Brenda L.B. Barker, District Secretary