

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
October 14, 2020 (Virtual)**

PUBLIC HEARING – 2021 BUDGET & REVENUE SOURCES

CALL TO ORDER

Chairman Portmann called the Public Hearing to order at 6:33 p.m.

SETTING OF RULES FOR PUBLIC HEARING

Chairman Portmann recited the Ground Rules for the public hearing.

PUBLIC HEARING ON 2021 BUDGET

- Initial Budget Presentation

Fire Chief Dale explained he and District Secretary Barker would be delivering the 2021 Proposed Budget presentation. Their presentation included the following topics:

- Board Budget Goals
- 2021 Revenue Projections
- 2021 Expenditure Overview
 - Legislative
 - Administration
 - Human Resources
 - Information Technology
 - Suppression
 - Emergency Medical Services
 - Community Outreach
 - Training
 - Facilities
 - Fleet

Fire Chief Dale concluded by stating 2021 will be a maintaining year: no implementation of new programs, additional hiring or new stations; rather, just maintaining what we have.

Chairman Portmann called for Board members' comments or questions pertaining to the presentation. There were none.

Chairman Portmann requested District Secretary Barker read any written comments submitted prior to the Public Hearing into the record. She responded there were none.

Chairman Portmann called for Public Comments twice. There were none.

Chairman Portmann called for Commissioner Comments. There were none.

Chairman Portmann closed the Public Hearing at 7:02 p.m.

REGULAR BOARD MEETING

CALL TO ORDER

Chairman Portmann called the meeting to order at 7:03 p.m.

ROLL CALL BY CHAIR

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

Absent: None

PUBLIC COMMENTS

None

APPROVAL/MODIFICATION OF AGENDA

Commissioner Blanchard-Reed moved to approve the Agenda as submitted. Commissioner Gustafson seconded the motion. Motion carried.

APPROVAL OF CONSENT AGENDA

Regular Board Meeting Minutes of September 23, 2020

Financial Documentation:

General Fund:

Payables: Checks #28805 through #28886 =	\$211,029.96
Transfer (EFT) =	<u>\$814.07</u>

TOTAL: \$211,844.03

Commissioner Homan moved to approve the Consent Agenda as submitted. Commissioner Rosenlund seconded the motion. Motion carried.

CORRESPONDENCE

None

GENERAL ADMINISTRATION

Fire Chief's Report

Fire Chief Dale welcomed the Board and audience to the virtual meeting. He acknowledged Chairman Portmann on his expert handling of the Public Hearing and reported on the following:

Strategic Priorities of COVID-19

Current Events

1. National Fire Prevention Week
 - Firehouse Cooking with Chef Tyler Allwine
 - Virtual Open House & Station Tour
 - Domino's Smoke Detector Program
2. Tender Update
3. Benefit Charge
4. FEMA Reimbursement

Additional Information

Chief Dale provided Community Outreach third quarter analytics highlights as reflected on social media.

Standing Committees

Budget, Finance and Audit – Chairman Portmann reported the State Auditor exit interview is scheduled for later this month. The committee will report back to the Board following the exit interview.

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

Board Meeting Calendar Changes

Chairman Portmann proposed the following Board meeting date changes due to their close proximity to upcoming federal holidays and/or budget filing requirements:

- November 11 to November 9
- November 25 to November 23
- December 23 to December 21

Commissioner Gina Blanchard-Reed moved to cancel the November 11, 2020 Regular Board Meeting and schedule a Special Board Meeting on November 9, 2020 at 6:30 p.m., to cancel the November 25, 2020 Regular Board Meeting and schedule a Special Board Meeting on November 23, 2020 at 6:30 p.m., and to cancel the December 23, 2020 Regular Board Meeting and schedule a Special Board Meeting on December 21, 2020 at 6:30 p.m. Commissioner Homan seconded the motion.

Discussion was held on the motion. Discussion concluded.

Motion carried.

Resolution No. 953 – Collection of Benefit Charge in 2021

Fire Chief Dale stated if the ballot measure passes on November 3rd, the adoption of this Resolution and the holding of a Public Hearing are required by RCW before November 15th. The Resolution is provided to the Board at this time for a first reading. District Secretary Barker clarified the presentation of the Resolution at this time is for Board review only. The first reading of the Resolution will occur at the November 9th meeting. Chairman Portmann acknowledged her correction.

Placement of Advertisement of Notice of Public Hearing on Benefit Charge for 2021

Staff requested Board approval to place this ad in compliance with the RCW requirement for a 14-day notice of Public Hearing.

Commissioner Rosenlund moved to approve the Advertisement of Notice of Public Hearing on Benefit Charge for 2021, as submitted. Commissioner Homan seconded the motion. Motion carried.

Resolution No. 954 – 2020 Lieutenant’s Eligibility List

Fire Chief Dale introduced the Resolution to the Board. Board Secretary Jodi Reynolds read Resolution No. 954 into the record.

Commissioner Rosenlund moved to approve Resolution No. 954, 2020 Lieutenant’s Eligibility List, as presented. Commissioner Blanchard-Reed seconded the motion.

Discussion was held on the motion. Discussion concluded.

Motion carried.

Resolution No. 955 – 2020 Captain’s Eligibility List

Fire Chief Dale introduced the Resolution to the Board. Board Secretary Reynolds read Resolution No. 955 into the record.

Commissioner Rosenlund moved to approve Resolution No. 955, 2020 Captain’s Eligibility List, as presented. Commissioner Homan seconded the motion.

Discussion was held on the motion. Discussion concluded.

Motion carried.

PUBLIC COMMENTS

None

COMMISSIONER COMMENTS

Commissioner Homan thanked staff for the Budget Presentation. He added that the social media outreach work being done in Graham is amazing.

Commissioner Rosenlund commented he concurred with Commissioner Homan on both points. He also stated he appreciates the conservative approach staff is taking to the Budget for 2021.

EXECUTIVE SESSION

Chairman Portmann announced a 10-minute Executive Session under RCW 42.30.110 (1) (g) to evaluate qualifications of public employees or review their performance, with business to follow.

The Executive Session was announced as beginning at 7:41 p.m.

The Executive Session was announced as ending at 7:51 p.m.

Commissioner Rosenlund moved to hire for one full-time Firefighter position from the Certified Eligibility List established by Resolution No. 931. Commissioner Blanchard-Reed seconded the motion. Motion carried.

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of October 14, 2020, was adjourned at 7:53 p.m.

Ryan Portmann, Board Chairman

Brenda L.B. Barker, District Secretary