

**GRAHAM FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
REGULAR BOARD MEETING  
December 21, 2020 (Virtual)**

**CALL TO ORDER**

In Chairman Portmann's absence, Vice Chair Blanchard-Reed called the meeting to order at 6:30 p.m.

**ROLL CALL BY CHAIR**

Present: Commissioner Gerald W. Gustafson, Commissioner Adam G. Rosenlund, Commissioner Gina Blanchard-Reed, Commissioner Robert Homan (joined the meeting at 6:45 p.m.), Fire Chief/District Secretary Pat Dale, Deputy Chief Oscar Espinosa and Board Secretary Jodi Reynolds

Absent: Chairman Ryan Portmann had an excused absence.

**PUBLIC COMMENTS**

None

**APPROVAL/MODIFICATION OF AGENDA**

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

**PRESENTATION – PROMOTIONAL CEREMONY**

- Resolution No. 962 – Promote Kyle Olson to Lieutenant  
Board Secretary Jodi Reynolds read the Resolution into the record.

**Commissioner Rosenlund moved to approve Resolution No. 962, authorizing the promotion of Kyle Olson to the position of Lieutenant, as presented. Commissioner Gustafson seconded the motion. Motion carried.**

Chief Dale administered the Oath of Service, and family members pinned his collar brass and badge on his uniform.

- Resolution No. 963 – Promote Derek Guenther to Lieutenant  
Board Secretary Reynolds read the Resolution into the record.

**Commissioner Gustafson moved to approve Resolution No. 963, authorizing the promotion of Derek Guenther to the position of Lieutenant, as presented. Commissioner Rosenlund seconded the motion. Motion carried.**

Chief Dale administered the Oath of Service, and family members pinned his collar brass and badge on his uniform.

*(Commissioner Homan joined the meeting at 6:45 p.m.)*

- Resolution No. 964 – Promote Sarah Swart to Lieutenant  
Board Secretary Reynolds read the Resolution into the record.

**Commissioner Homan moved to approve Resolution No. 964, authorizing the promotion of Sarah Swart to the position of Lieutenant, as presented. Commissioner Gustafson seconded the motion. Motion carried.**

Chief Dale administered the Oath of Service, and family members pinned her collar brass and badge on her uniform.

- Resolution No. 965 – Promote Daniel Bamford to Lieutenant  
Board Secretary Reynolds read the Resolution into the record.

**Commissioner Rosenlund moved to approve Resolution No. 965, authorizing the promotion of Daniel Bamford to the position of Lieutenant, as presented. Commissioner Gustafson seconded the motion. Motion carried.**

Chief Dale administered the Oath of Service, and family members pinned his collar brass and badge on his uniform.

#### **APPROVAL OF CONSENT AGENDA**

Regular Board Meeting Minutes of December 9, 2020

Financial Documentation:

General Fund:

Payables: Checks #29241 through #29291 =	\$62,249.97
Payables (Payroll): Checks #29224 through #29240 =	\$584,740.03
Payroll: Checks #29218 through #29223 =	\$11,956.70
Payroll Transfers (EFTs) =	<u>\$825,939.50</u>
<b>TOTAL:</b>	<b><u>\$1,484,886.20</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 and audience members to the virtual meeting and reported on the following:

##### Strategic Priorities of COVID-19

##### Duration and Magnitude

We are currently in the middle of the third surge of the Coronavirus pandemic, with predictions for the peak of infections and deaths to be around February 6<sup>th</sup>. Our Members are already weary, frustrated and growing increasingly short on patience; but, the months ahead will be the toughest yet.

With this in mind, we have revved back up the COVID Incident Command System structure to focus our Command staff on managing our Department resources and to provide a consistent communication platform by publishing an Incident Action Plan every other week.

We have held two Virtual Santa events which were a huge success, with Firefighter/Paramedic Chris Sturman as Santa and Firefighter David Eichner as his Elf. The third and final event is scheduled for tomorrow night.

### **Standing Committees**

Budget, Finance and Audit – Vice Chair Blanchard-Reed reported the State Auditor Exit Interview is rescheduled for next week.

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**

Resolution No. 960, Adopting Region 5 All Hazard Mitigation Plan 2020-2025 and Graham Fire & Rescue Addendum

Deputy Chief Espinosa provided an overview of the Mitigation Plan and the accompanying resolution. He asked if the Board had any questions; they did not. He then requested the Board waive the second reading of the resolution in order to expedite the submittal process to the County. Vice Chair Blanchard-Reed asked if there would be a formal first reading of the resolution into the record. He recommended there not be, and requested a motion to approve.

**Commissioner Rosenlund moved to waive the second reading of Resolution No. 960, Adopting the Region 5 All Hazard Mitigation Plan 2020-2025 and the Graham Fire & Rescue Addendum, and to approve said Resolution, as submitted. Commissioner Gustafson seconded the motion. Motion carried.**

### **PUBLIC COMMENTS**

None

### **COMMISSIONER COMMENTS**

Commissioner Rosenlund expressed his congratulations to the four new Lieutenants with whom he has the opportunity to work during his career. He noted their high caliber of leadership and the contributions they will make in the leadership ranks.

Commissioner Homan stated he wished to echo the comments of Commissioner Rosenlund. In addition, he offered that the step from Firefighter to Lieutenant is the greatest leap and most rewarding. Congratulations to the Lieutenants and their families, and best of luck to them in their new roles.

**EXECUTIVE SESSION**

Board Vice Chair Blanchard-Reed announced a 10-minute Executive Session under RCW 42.30.140 (4) (b) to plan or adopt strategy/position for professional negotiations with business to follow.

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

The Executive Session was announced as ending at 7:25 p.m.

**Commissioner Rosenlund moved to approve the Addendum to Human Resources Director Annie Vandenkooy’s contract, as presented, and for Chief Dale to sign the Addendum on behalf of the Board. Commissioner Gustafson seconded the motion. Motion carried.**

**ADJOURNMENT**

**With no further business to come before the Board, the Special Board Meeting of December 21, 2020, was adjourned at 7:28 p.m.**

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Board Chair

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Pat Dale, District Secretary