

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
July 28, 2021 (Live/Virtual)**

CALL TO ORDER

Chair Homan called the meeting to order at 6:30 p.m.

FLAG SALUTE

ROLL CALL BY CHAIR

Present: Chair Robert Homan, Commissioner Adam Rosenlund, Commissioner Gerald Gustafson, Commissioner Russell Barstow, Fire Chief Pat Dale, Deputy Chief Oscar Espinosa, District Secretary Sandi Roberts and Board Secretary Jodi Reynolds

Absent: Commissioner Ryan Portmann had an excused absence.

PUBLIC COMMENTS

Jasper Stenstrom, Local 726 District Vice President, requested a moment of silence to honor a sister in the fire service, Firefighter/Paramedic Eliza Hoover, from Gig Harbor Fire & Medic One, who took her life on Monday.

Citizen Robert Benum stated he wished to apologize to the Board for his criticisms with regard to the Fire Chief hiring process that he expressed at a previous meeting. He is extremely pleased with the results and the person chosen.

APPROVAL/MODIFICATION OF AGENDA

Chair Homan stated he wished to table New Business Item "Resolution 968 – Reducing Frequency of Regular Board Meetings," until all Board members are present.

Commissioner Gustafson moved to approve the Agenda as amended. Commissioner Barstow seconded the motion. Motion carried.

CELEBRATION OF PROMOTIONS

Chief Dale recognized, in person, the following members previously promoted to the rank of Lieutenant virtually:

- Lieutenant Kyle Olson
- Lieutenant Derek Guenther
- Lieutenant Sarah Swart
- Lieutenant Daniel Bamford

Chair Homan addressed the promotees and acknowledged their accomplishments and offered his congratulations.

Commissioners Barstow and Gustafson offered their congratulations.

APPROVAL OF CONSENT AGENDA

Regular Board Meeting Minutes of July 14, 2021

Financial Documentation:

Payables: Checks #30256 through #30325 =	\$113,525.16
Payables (Payroll): Checks #30239 through #30255 =	\$560,336.16
Payroll: Checks #30232 through #30238 =	\$14,504.24
Payroll Transfers (EFTs) =	<u>\$937,848.65</u>
TOTAL:	<u>\$1,626,214.21</u>

Commissioner Barstow 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 meeting and reported on the following:

Strategic Priorities of COVID-19

Requirements are changing and we are paying attention to those.

Current Events

Frontier Park Lodge is secured for the Awards Banquet on Friday, October 15th. The Department will continue to follow state and local COVID guidelines and hold the banquet if able to do so.

Standing Committees

- Policy and Procedure
 - Policy 212 Board of Fire Commissioners and Fire Chief Relations
Commissioner Barstow summarized the policy. Chair Homan requested, on page two, that “chief executive officer” be capitalized. Also on page two, he requested the reference to Resolution 897 contain a link to the resolution document.

Commissioner Gustafson moved the approval of Policy 212 as submitted with the requested edits. Commissioner Barstow seconded the motion. Motion carried.

- Policy 219 Fire Commissioner Compensation
Commissioner Barstow summarized the policy. Chair Homan requested a link be added for access to the “Fire Commissioner Reimbursement Form,” and that it be a fillable PDF document.

Commissioner Gustafson moved the approval of Policy 219 as submitted with the requested edit. Commissioner Barstow seconded the motion. Motion carried.

UNFINISHED BUSINESS

- Standards of Cover – Status Update
Deputy Chief Oscar Espinosa provided an update. He reported the process is going well. The consultants are doing an excellent job, although they had some minor setbacks with data gathering. They have a final meeting with Pierce County tomorrow. He anticipates moving forward successfully.

Chair Homan inquired if October is still the goal for completion of the study. Deputy Chief Espinosa responded if not October, then November.

NEW BUSINESS

- 2022 Budget Update
CFO/District Secretary Sandi Roberts informed the Board that staff kicked off the budget process which is in the request stage at this point. She will continue to update the Board.
- Deputy Chief of Operations Recruitment Process
Human Resources Director Annie Vandenkooy reported the advertisements went live last week, with the application period ending August 20th. The process will include both internal and external candidates. Tentatively, the preliminary interviews will take place the week of September 13th. Chair Homan stated he will represent the Board on the selection committee.
- Resolution No. 968 – Reducing Frequency of Regular Board Meetings
Chair Homan restated he has tabled this item until the next meeting.

PUBLIC COMMENTS

Jasper Stenstrom, Local 726 District Vice President recognized Chair Robert Homan for his 39.5 years of service to the citizens of King County and his upcoming retirement. On behalf of the Graham Firefighters and Chiefs, he thanked him for his dedication, commitment and sacrifice to the citizens he served. They look forward to his continued leadership, guidance and support as they make Graham Fire the best in the Northwest.

Chair Homan thanked him for his kind words.

COMMISSIONER COMMENTS

Commissioner Gustafson commented on a court decision coming up that will affect response times, decreasing them from eight minutes to four or five.

Commissioner Gustafson commented that the phone system is not working properly and IT needs to look into this. Chief Dale responded he takes full responsibility, and the issue is being addressed.

Commissioner Rosenlund stated he concurred with Firefighter Stenstrom's comments at the open of the meeting in tribute to our lost sister and expressed his support of the Peer Support program.

Chair Homan commented on the importance of addressing the mental health issues of our responders.

Chair Homan commented to the Board there is an available room reserved for the WFCA Conference in October, so if any Board members plan to attend, please contact Board Secretary Jodi Reynolds. Commissioner Barstow stated he will let her know if he plans to attend.

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of July 28, 2021 was adjourned at 7:14 p.m.

Robert L. Homan

Robert L. Homan, Board Chair

Sandi Roberts

Sandi Roberts, District Secretary