

**GRAHAM FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
REGULAR BOARD MEETING  
August 25, 2021 (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 Ryan Portmann, Fire Chief Pat Dale, Deputy Chief Oscar Espinosa, District Secretary Sandi Roberts and Board Secretary Jodi Reynolds

Absent: Commissioner Barstow had an excused absence.

**PUBLIC COMMENTS**

None

**APPROVAL/MODIFICATION OF AGENDA**

Chair Homan stated he had two modifications to the Agenda: 1) Add “Deputy Chief Recruitment Process Update” under Unfinished Business and 2) Table New Business Item “Resolution 968 – Reducing Frequency of Regular Board Meetings” until all Board members are present.

**Commissioner Rosenlund moved to approve the Agenda as modified. Commissioner Portmann seconded the motion. Motion carried.**

**APPROVAL OF CONSENT AGENDA**

Regular Board Meeting Minutes of July 28, 2021

Financial Documentation:

Payables: Checks #30256 through #30325 =	\$113,525.16
Transfers (EFTs) =	<u>\$937,848.65</u>

<b>TOTAL:</b>	<b><u>\$1,626,214.21</u></b>
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**Commissioner Portmann 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 members to the virtual meeting and reported on the following:

Strategic Priorities of COVID-19

These priorities have been place for 18 months and resonate more, in his opinion, today than in the beginning.

### Current Events

He, staff, regional partners, Local 726 leaders and our Board Chair are immersed in the deployment and understanding of the details of the vaccine mandate. He will do his best to communicate thoroughly to the Board as we move through the process.

### **Standing Committees**

- Budget, Finance & Audit – Chair Homan stated he would stand this committee up to arrange a time with CFO/District Secretary Sandi Roberts to audit the 2021 first quarter financials. He requested the committee report back to the Board following their audit.
- Policy and Procedure – Chair Homan reported he plans to prepare a document for committee review addressing professional norms. He intends for the document to become part of the policy recently approved by the Board. He believes the current onboarding process and expectations for new Commissioners are somewhat vague, and the process should be more consistent. He suggested the Board Chair and new Commissioner would review the policy together, followed by the new Commissioner signing the acknowledgement form. Chair Homan then requested Board permission to stand up the committee for this purpose. The Board responded affirmatively.
- Pierce Co. Fire Commissioners Association (PCFCA) Update – Commissioner Gustafson stated the next meeting of the PCFCA is Thursday night and he would provide a report at the next Board meeting.

### **UNFINISHED BUSINESS**

- Standards of Cover Update  
Deputy Chief Oscar Espinosa began his update; then, due to technical difficulties, some were unable to hear him clearly. Chair Homan requested Deputy Chief Espinosa email his report to them.
- Deputy Chief of Operations Recruitment Process Update  
Human Resources Director Annie Vandenkooy reported the application period closed August 20<sup>th</sup>. Ten individuals submitted applications. Preliminary interviews are scheduled for September 17<sup>th</sup> and will be virtual. The top candidates will advance to in-person panel interviews on September 29<sup>th</sup>.

### **NEW BUSINESS**

- IT Consortium Interlocal Agreement (ILA)  
Chief Dale explained this is the first reading of the ILA, which will require Board approval and signature. The development of this ILA has been in process for a couple of years and paused during COVID-19. The ILA would provide the Fire Chiefs of Graham Fire & Rescue, Key Peninsula Fire and Gig Harbor Fire & Medic One a seat on the board with Central Pierce's Fire Chief, rather than continuing in a customer model. The associated districts' Fire Chiefs worked with Attorney Brian Snure to develop this ILA. The resulting board would address matters of governance and finance including staffing, hardware and software needs. Graham Fire would pay less under the proposed ILA.

Board Chair Homan invited the Board to ask questions of Chief Dale. They had none. Chair Homan voiced his support of moving in this direction.

- Resolution No. 968 – Reducing Frequency of Regular Board Meetings  
Board Chair Homan tabled this item until the full Board is present.

### **PUBLIC COMMENTS**

Jasper Stenstrom, IAFF Local 726 District Vice President commented that Firefighter Georgia Daniels is retiring from the Department at the end of September. A celebration of her 26-year career here at Graham Fire is planned for October 4<sup>th</sup> from 5:00 p.m. to 9:00 p.m. at Narrows Brewing. He will email a flyer to Board Chair Homan.

### **COMMISSIONER COMMENTS**

Board Chair Homan stated to Mr. Stenstrom that he appreciates the collaboration of Labor and Administration to work through the Governor's mandate.

Commissioner Portmann recognized the Graham Fire personnel who responded to the historic fire in downtown Puyallup. This massive fire required both hazmat and suppression response and Graham Fire was well-represented.

Board Chair Homan commented that Commissioner Gustafson had phoned him earlier asking him to represent Graham Fire as a member on a committee to work with police officers. Chair Homan then deferred to Commissioner Gustafson to elaborate. Commissioner Gustafson explained that with the mandates that are out there regarding changes in police response and the affect on how fire responds, a proactive committee is forming to discuss these issues. The committee will include Board representatives from Orting Fire, East Pierce Fire & Rescue and others. Board Chair Homan stated, by policy, he must have Board consensus to serve on the committee. The Board approved. He concluded by stating Commissioner Gustafson will ask the organizer of the committee to reach out to him with the details for the first meeting and he will inform the Board what he learns.

### **EXECUTIVE SESSION**

Board Chair Homan announced a 10-minute Executive Session under RCW 42.30.110 (1) (g) to evaluate qualifications of public employees or review their performance, with no business to follow.

The Executive Session was announced as starting at 6:52 p.m.

The Executive Session was announced as ending at 7:02 p.m.

### **ADJOURNMENT**

**With no further business to come before the Board, the Regular Board Meeting of August 25, 2021 was adjourned at 7:03 p.m.**

*Robert L. Homan*

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Robert L. Homan, Board Chair

*Sandi Roberts*

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Sandi Roberts, District Secretary