

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
PUBLIC HEARING & REGULAR BOARD MEETING
October 13, 2021 (Virtual)**

PUBLIC HEARING – 2022 BUDGET & REVENUE SOURCES

CALL TO ORDER

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

SETTING OF RULES FOR PUBLIC HEARING

Chair Homan recited the Ground Rules for the public hearing.

PUBLIC HEARING ON 2022 BUDGET

Initial Budget Presentation

Fire Chief Dale proceeded with his presentation which covered the following areas:

- Board Budget Goals
- Full-Time Equivalents – Fire Suppression and EMS
- 2022 Revenue Projections
- 2022 Expenditure Overview
- Beginning Fund Balance
- Funding Plan

Chair Homan called for any Board member comments or questions pertaining to the presentation. Commissioner Gustafson pointed out that the slide for revenue projections needed to be altered due to the benefit charge revenue reduction from 28% to 25%, leaving 3% to be allocated elsewhere. District Secretary Roberts concurred.

Chair Homan requested District Secretary Roberts read any written comments submitted prior to the Public Hearing into the record. She responded there were none.

Chair Homan called for Public Comments twice. There were none.

Chair Homan called for Commissioner Comments. There were none.

Chair Homan closed the Public Hearing at 6:53 p.m.

REGULAR BOARD MEETING

CALL TO ORDER

Chair Homan called the meeting to order at 6:53.

FLAG SALUTE

ROLL CALL BY CHAIR

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

PUBLIC COMMENTS

None

APPROVAL/MODIFICATION OF AGENDA

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

APPROVAL OF CONSENT AGENDA

Approval of Board Meeting Minutes of September 8, 2021

Approval of Financial Documentation:

Payables: Checks #30537 through #30606 =	\$136,409.45
Check #30629 =	\$18,381.72
Checks #30630 through #30689 =	\$169,689.46
Payables (Payroll): Checks #30612 through #30628 =	\$722,581.53
Payroll: Checks #30607 through #30611 =	\$13,464.77
Payroll Transfers (EFTs) =	<u>\$996,390.52</u>
TOTAL:	<u>\$2,056,917.45</u>

Commissioner Barstow 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

Current Events

- COVID Vaccination Mandate: We continue to work through the Governor’s proclamation.
- All Female Firehouse: Through social media, the story reached Germany. Some German reporters based in Manhattan contacted us and arranged a visit. The reporters did a ride-along with the all-female crew and plan to produce a short documentary.
- Firefighter Georgia Daniels retired after 26 years of dedicated service.
- Fire Prevention Week highlights:
 - e-Newsletter
 - Graham Domino’s/Graham Fire smoke detector event
- The eight new recruits currently in the Bates Academy will graduate in December.
- Volunteer Recruitment Update: Over 30 individuals applied, of which 17 will move forward in the testing process. We plan to hold our own academy in 2022.

Chair Homan asked out of which stations these Volunteers will respond. Deputy Chief Espinosa responded that they will likely initially respond from Stations 94, 95 and 96, with some eventually graduating to Station 91 and the ladder truck.

Commissioner Gustafson asked if any of the applicants residing in the Station 92 response area have made the list to move forward. Human Resources Director Annie Vandenkooy responded five applications were received, but she was not certain how many candidates advanced. She said she will check and report back to him.

Logistics Division Report

Assistant Chief Richards provided a report consisting of updates on the following:

- Supply Chain Challenges
- Current District Projects: District phone system upgrade
- Apparatus Replacement: New medic unit purchase, new wildland brush vehicle purchase and Apparatus Purchasing Committee
- Capital Facilities Plan

Chair Homan inquired if the new medic units will be equipped with hydraulic gurneys, and Assistant Chief Richards responded affirmatively, and added that all of our current medic units have them, with the exception of one of the reserve medic units.

Standing Committees

- Policy and Procedure – Chair Homan reported that the professional standards document he is developing is a large body of work. He is standing down the committee at present and will stand it back up next month at which time he will present the document to the Board.
- Pierce Co. Fire Commissioners Association (PCFCA) Update – Commissioner Gustafson provided the highlights from the last meeting.

UNFINISHED BUSINESS

- Standards of Cover Update
Deputy Chief Oscar Espinosa reported the final presentation is set for the December 8th Board Meeting. He then provided a brief update.
- Deputy Chief of Operations Recruitment Process Update
Deputy Chief Espinosa stated that after deep consideration and careful review, he has determined it is in the best interest of the organization to terminate the current recruitment process. He stated he wants to ensure the most effective process is conducted so as to find the best person possible.

NEW BUSINESS

None

QUARTERLY REPORTS

- IAFF Local 726 Vice President Jasper Stenstrom reported he appreciates our Chief Financial Officer Sandi Roberts for all she has accomplished in her short time here. The 2022 Budget is very clear, transparent and easy to understand for both members and citizens. He stated he is proud to be a Firefighter both on and off-duty and the special approach Graham Fire & Rescue takes in helping the community we serve. Thanks to

the efforts of our Community Outreach Officer Brianna Baker, our staff, volunteers and Firefighters, we have the opportunity to adopt families for both Thanksgiving and Christmas again this year. Also, Santa will be back visiting a few neighborhoods in December. When the dates are determined, we will post them on social media.

- Graham Fire Association – No report

PUBLIC COMMENTS

None

COMMISSIONER COMMENTS

Commissioner Portmann provided a report on behalf of the Budget and Finance Committee: He is scheduled to meet with the State Auditor this Thursday, and he reviewed the financials last week.

Chair Homan commented on the great Chief's Report, the incredible number of hits on social media, the coordination of Domino's pizza delivery with smoke detector checks and the adoption of families for the holidays. He commended Chief Dale, Deputy Chief Espinosa and Chief Financial Officer Sandi Roberts, and all others involved, for their hard work on the budget and the budget presentation. He also thanked Firefighter Georgia Daniels for her service and her impressive accomplishments both on and off duty.

EXECUTIVE SESSION

Chair Homan announced a 20-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 7:25 p.m.

The Executive Session was announced as ending at 7:45 p.m.

Commissioner Barstow moved to approve the 2022-2024 Agreement between IAFF Local 726 Chiefs Bargaining Unit and the District, as written. Commissioner Rosenlund seconded the motion. Discussion was held on the motion.

Chair Homan thanked both parties for their work negotiating the Agreement.

Yes: Commissioners Homan, Rosenlund, Portmann and Barstow; No: Commissioner Gustafson. The motion carried by a majority.

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of October 13, 2021 was adjourned at 7:46 p.m.



Robert L. Homan, Board Chair



Sandi Roberts, District Secretary