

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
SPECIAL BOARD MEETING MINUTES
November 15, 2023 (Hybrid)**

CALL TO ORDER

Chair Barstow called the meeting to order at 6:36 p.m.

ROLL CALL BY CHAIR

Present: Board Chair Russell Barstow, Commissioner Nick Bakker, Vice Chair Robert Homan, Commissioner Chris McAfee, Commissioner Gerald Gustafson, Fire Chief Oscar Espinosa, Deputy Chief Tom Mason, CFO-District Secretary Sandi Roberts, HR Director Leah Turner, and Executive Assistant Lori Evans

PUBLIC COMMENTS

None

APPROVAL/MODIFICATION OF AGENDA

Commissioner Homan moved to approve the Agenda. Commissioner McAfee seconded the motion. Motion carried.

GENERAL ADMINISTRATION

- Standing Committees
 - Policy & Procedure Committee
 - Policy 100 Fire Commissioners & Fire Chief – Motion to approve the final draft of Policy 100 was made by Commissioner McAfee and seconded by Vice Chair Homan. Motion carried.

UNFINISHED BUSINESS

2024 Budget Presentation Update

Chief Espinosa expressed that he will be looking for a motion to approve the 2024 Budget under New Business. He stated that minor changes were made from feedback received from the Board.

Chief Espinosa then stated that there were items under New Business, Board Adoption of the 2024 Budget and Board Adoption of the 2024 Benefit Charge Rates and Levies. Once approved, the final step will be to have CFO-District Secretary Sandi Roberts submit the budget to Pierce County.

Chief Espinosa thanked the Board for all their questions and time spent reading all the documents and data. He also thanked CFO-District Secretary Sandi Roberts for her guidance and assistance on the 2024 Budget process. He also thanked the community for their continued support of the organization.

NEW BUSINESS

- Resolution 989 – Delegate Contract Authority to Chief
Commissioner McAfee moved to approve Resolution 989. Vice Chair Homan seconded the motion. Motion carried.
- Resolution 990 – 2024 Budget
Vice Chair Homan moved to approve Resolution 990. Commissioner McAfee seconded the motion. Motion carried.
- Resolution 991 – 2024 Benefit Charge
Commissioner Bakker moved to approve Resolution 991. Commissioner Gustafson seconded the motion. Motion carried.
- Resolution 992 – 2024 Regular Levy
Commissioner McAfee moved to approve Resolution 992. Commissioner Gustafson seconded the motion. Motion carried.
- Resolution 993 – 2024 EMS Levy
Vice Chair Homan moved to approve Resolution 993 Commissioner Gustafson seconded the motion. Motion carried.

PUBLIC COMMENTS

None

COMMISSIONER COMMENTS

Commissioner Gustafson recommended that everyone attend the Pierce County Fire Chiefs and Fire Commissioners Annual Awards Banquet on Thursday, December 7, 2023. He reminded everyone of the Pierce County's Fire Chief's Meeting on November 16, 2023. He further recommended that the newly elected Commissioners take a required class online that has to do with grants and similar topics.

The Board thanked the staff for their hard work on the 2024 budget.

Vice Chair Homan recommended that the Board put on their calendars the Commissioners Workshop on January 22, 2023.

EXECUTIVE SESSION

Chair Barstow announced the following Executive Sessions:

- RCW 42.30.110(1)(b) to consider acquisition of real estate by lease or purchase.

The Executive Session was announced as starting at 7:01 p.m. and ending at 7:16 p.m., unless extended.

At 7:16 p.m., the Executive Session was extended five minutes, until 7:21 p.m.

At 7:21 p.m., the Executive Session was extended five minutes, until 7:26 p.m.

At 7:26 p.m., the Executive Session was extended five minutes to 7:31 p.m.

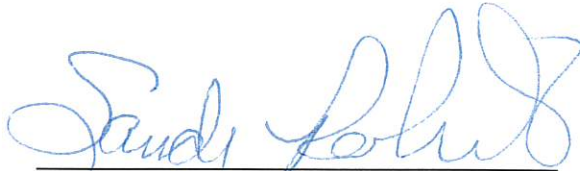
At 7:31 p.m., the Executive Session was extended five minutes and ended at 7:36 p.m.

ADJOURNMENT

With no further business to come before the Board, the Special Board Meeting of November 15, 2023, was adjourned at 7:36 p.m.



Russell T. Barstow, Board Chair



Sandi Roberts, District Secretary