

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
SPECIAL BOARD MEETING
December 20, 2007**

CALL TO ORDER

Commissioner Pierson called the meeting to order at 6:00 p.m.

Attendance:

Present: Commissioner Verne M. Pierson, Commissioner Gerald W. Gustafson, Commissioner Robert E. Skaggs, Fire Chief Reggie Romines, Deputy Chief Gary Franz, Assistant Chief Oscar Espinosa, Public Prevention Education Officer Myra Merdian-Drake and District Secretary Kathy Hale.

Absent: Assistant Chief Tony Judd and Assistant Chief Ryan Baskett had excused absences.

Commissioner Pierson explained the purpose of this Special Meeting was to discuss regular business of the District.

APPROVAL OF THE MINUTES:

The minutes of the Regular Board Meeting of December 10, 2007, were approved as presented.

CORRESPONDENCE:

- Certificate of Occupancy for Station 21-4

FINANCIALS:

Vouchers #12090 through #12175 in the amount of \$327,777.33, Account Transfers in the amount of \$321,875.79 for a total of \$649,653.12 of which \$454,177.86 was for Payroll and \$195,475.26 was for Payables were presented for approval.

Commissioner Gustafson moved to accept the payables in the amount of \$649,653.12 after proper auditing. Commissioner Skaggs seconded the motion. Motion carried unanimously.

GENERAL ADMINISTRATION:

Chief's Report

Chief Romines informed the Board that with the addition of the new personnel coming out of the academy and completing the Driver/Operator Course, cross-staffing at Station No. 21-4 will end during the month of January 2008.

Station No. 21-0. Chief Romines stated that the bid specs for the well drilling will be presented to the Board for their review at the first meeting in January.

Job Descriptions. Chief Romines presented the Board with two draft job descriptions: Education Specialist; Mechanic. He asked for Board approval to advertise for the mechanic position with the draft copy of the job description. Also, that the Board review the two job descriptions for the next Regular Board Meeting.

Commissioner Skaggs moved that staff go forward with advertising for the mechanic position using the draft job description. Commissioner Gustafson seconded the motion. Motion carried unanimously.

PALS. Chief Romines reported he had met with Dan Cardwell from PALS to discuss the future building projections of the Graham area. According to Dan, roughly three-quarters of the planned building growth for our area has been completed. The only projects left to build south of 208th are those that are grandfathered in. Any new growth will take place north of 208th. He also believes the urban growth boundary will not be moved in the foreseeable future as growth is projected to be north not south of the boundary.

Commissioner Skaggs voiced he felt it is important to continue to work on our infrastructure to support the growth in our District that has and will continue to take place.

Training Report

Assistant Chief Espinosa presented the Training Report to the Board. He informed the Board that the scheduled date for the Bobby Halton workshop may need to be changed, but that he will keep the Board informed.

Assistant Chief Espinosa presented the Board with ten applications for volunteer members; nine firefighters and one support services, for their review. He stated that the Volunteer Recruit Academy is scheduled to begin January 15, 2008.

NEW BUSINESS

Resolution No. 689, Establishing a Certified Lieutenant's Eligibility List, was read into the record by District Secretary Hale.

Commissioner Gustafson moved to approve Resolution No. 689, Establishing a Certified Lieutenant's Eligibility List, as presented. Commissioner Skaggs seconded the motion. Motion carried unanimously.

Chief Romines thanked Commissioner Gustafson for helping with the Chief's Interviews.

OTHER BUSINESS

Chief Romines asked for Board approval to promote Mike Fortier to the temporary position of Training Lieutenant effective January 1, 2008. He reminded the Board that the six-month training lieutenant position was one the Board approved during the 2008 budget process.

Commissioner Skaggs moved to promote Fire Fighter Mike Fortier to the temporary position of Training Lieutenant effective January 1, 2008. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Chief Romines explained that with the temporary promotion of Fire Fighter Fortier, his position on shift needed to be filled. He asked for Board approval to temporarily hire Resident Fire Fighter Hadman for a period of up to six months. The Board gave their approval.

Oath of Office

District Secretary Hale administered the Oath of Office for the position of Fire Commissioner for Pierce County Fire Protection District No. 21 effective January 1, 2008, through December 31, 2013, to Commissioner Pierson. Congratulations were offered from all!

Commissioner Pierson moved that Commissioner Skaggs become the Chairperson of the Board effective January 1, 2008, and that Commissioner Gustafson become the vice-chair effective January 1, 2008. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Commissioner Pierson announced the Board would recess for ten minutes to review the ten volunteer applications. The recess was announced at 6:30 p.m.

RECESS

Commissioner Pierson reconvened the Special Board Meeting at 6:40 p.m.

OTHER BUSINESS (continued)

Commissioner Skaggs moved the approval of the following volunteer applications, pending their passage of a workplace compatibility test, as presented and recommended by Assistant Chief Espinosa: Nathan Nowlin; Robert Held; Jerome Hansen; Lenny Ugaitafa; David Serr; Terrance Adams; Justin Bernhoft; Eric Anderson; Brandon Byrne; Rebecca Budd. Commissioner Gustafson seconded the motion. Motion carried unanimously.

GOOD OF THE ORDER/PUBLIC INPUT

None

ADJOURNMENT

Commissioner Pierson adjourned the meeting at 6:42 p.m.

Verne M. Pierson, Chairman

Kathy J. Hale, District Secretary