

**GRAHAM FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
REGULAR BOARD MEETING  
February 12, 2007**

**CALL TO ORDER**

Commissioner Pierson called the meeting to order at 7:00 p.m.

**Attendance:**

Present: Commissioner Verne M. Pierson, Commissioner Robert E. Skaggs, Commissioner Gerald W. Gustafson, Fire Chief Reggie Romines, Deputy Chief Gary Franz, Assistant Chief Tony Judd, Assistant Chief Ryan Baskett, Public Prevention Education Officer Myra Merdian-Drake, District Secretary Olivia Werner, and Administrative Assistant Kathy Hale.

Absent: None

Chairman Pierson led the Pledge of Allegiance and welcomed the audience.

**APPROVAL OF THE MINUTES:**

**The minutes of the Regular Board Meeting of January 22, 2007, and the Special Board Meeting of February 6, 2007 were approved as written.**

**CORRESPONDENCE:**

- A letter from a citizen thanking us for the service they received from staff on an emergency call.
  
- A letter from the Pierce County Auditor with an invoice for \$19,797.32, for the District's portion of election costs from the September 2006, Primary Election.
  
- Chief Romines distributed an e-mail from D/C Franz regarding his conversation with Roger Ferris at the Washington Fire Commissioners Association about our offer to donate our surplused medic unit to the new fire department in Eastern Washington. Roger said that the department has been offered the medic unit and give A/C Baskett's phone number to call if interested. If we do not hear back from them in two weeks, it is D/C Franz's recommendation to dispose of the unit in the appropriate manner.
  
- Chief Romines distributed an invitation from the Enumclaw Fire Department to attend the retirement of their Fire Chief, Joe Kolisch on March 10, 2007.

**FINANCIALS:**

Vouchers #02044 in the amount of \$3,769.75 (Construction Fund), #02001 through #02043, #02045 through #02105, and #02106 through #02112 (General Fund) in the amount of \$273,127.71, for total payables of \$276,897.46 were presented for approval. **Commissioner Skaggs moved to accept payables in the amount of \$276,897.46 after proper auditing. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

## **GENERAL ADMINISTRATION:**

### **Chief's Report.**

Chief Romines reminded the Board of the upcoming IAFF Annual Dinner at the Liberty Theater on 2/24/07.

Chief Romines reported that per the Boards request, consultant Paula Dillard will meet with them on March 12, 2007, 5:30 p.m., at Station 21-4. Ms. Dillard will review her Professional Development Program as has been presented to staff.

Station No. 21-0 Remediation. A/A Hale reported that the engineer concluded the soil at Station 21-0 is firm enough to hold equipment brought in for cleanup. Commissioner Gustafson inquired if we have all the reports needed for Station 21-0 remediation. A/A Hale answered that a report has been completed and she will provide him with a copy.

Regional Hazardous Materials Inter-local. Chief Romines stated that at the last Board Meeting Commissioner Skaggs related he had been told by a Commissioner from East Pierce Fire & Rescue, that their start up cost was extremely high given it is for one year. Chief Romines reviewed our documents and told the Board, the cost in question is a four-year cost, not one year. He further reported that he and Commissioner Pierson will attend an all agency meeting at Central Pierce Fire & Rescue, 2/16/07, at 0830 hours.

Antique Engine Show. Chief Romines referenced the e-mail from A/C Baskett, attached to his report, stating that Graham One will be ready for transport to the Puyallup Fair Grounds for the Antique Engine Show.

Computer Room. Staff is investigating the cost to convert the sprinkler system in the computer room at Station 21-4 from a wet system to a dry system. After discussion, Chief Romines will do further research and bring a recommendation to the Board.

Station 21-2 Security. Chief Romines reported that Lt. Faubion has expressed a security concern for the station based on reports of unauthorized vehicle traffic driving around to the back of the station. Chief Romines stated he has authorized installing security bars on the bathroom window in the back and a short fence on the side to keep the vehicles from driving or parking behind the station.

Meeting Room at 21-1. Chief Romines asked the Board to approve the installation of a door in the hallway just north of the restrooms at 21-1. This will allow the public to use the training room and restrooms in the evenings without having access to the rest of the station, thus eliminating the need of administrative staff on site. Commissioner Skaggs expressed concern that the hallway is an exit corridor and the door would need to be used as an emergency exit and could not be locked. Staff will research the issue.

A/C Judd Move. A/C Judd is relocating to Station 21-1 to work closer to his staff and to facilitate an office for the Lieutenants at 21-4. Later this year A/C Judd and the Training Division will move to Station 21-3.

Surplus Equipment. Chief Romines advised the Board that staff is preparing a list of old and unusable equipment from Station 21-0 that will be put into a resolution for Board approval.

- Run-card Changes. At a previous Regular Board Meeting, staff informed the Board of potential run-card changes with Central Pierce Fire & Rescue that will provide the citizens of both Districts with closer unit responses.

A/C Judd further explained that this creates a minimal change to the number of times CPF&R responds to our calls, but does put them first up for residential and commercial fires. It also eliminates calls to the extreme north end being handled by Engine 2113 when closer units are available.

Engine 98-1 Repairs. Chief Romines informed the Board, that there have been unexpected repairs to Engine 98-1 that may necessitate asking the Board to fund the costs from their Emergency Fund. A/C Baskett is hoping to absorb the expense within the overall equipment repair budget but may need to ask for replenishment funding later this year to reimburse-funds used for this repair.

PCFPB Year-end Report. Attached to the Chief's Report are the year-end reports on inspections and investigations completed by the Pierce County Fire Prevention Bureau. Commissioner Skaggs added that one of the four fire investigators from the Bureau has left the Department and will not be replaced, leaving three investigators.

PPEO Report. PPEO Merdian-Drake stated that the Fire Fly handout is attached to her report. Commissioner Pierson asked if Graham One will be ready for the parade. PPEO Merdian-Drake answered, possibly. A/C Baskett added that he is working closely with Meridian Collision in hopes that Graham One can be ready in time for the parade.

## **NEW BUSINESS**

Chief Romines thanked Lt. Rickey, who was present in the audience, for the excellent work he did in building the flag/badge shadow box for Dee Bamford's family.

Chief Romines was approached by staff with regards to the carvings in the entry way being hidden from view when Graham One is in the room. It was suggested that thought be given to relocating them to an area where they can be readily seen. Staff will pursue this.

D/C Franz reported that Saturday, February 10, 2007, Engine 2115 had hose dislodge from the engine bed and fall into the road, causing damage to two cars. No one was injured and the owners of the vehicles were told that the District will pay all costs associated with repair to the damaged vehicles. Steps are being taken to ensure this does not happen again. Chief Romines further explained that the District will pay for the costs and not submit an insurance claim; however, our insurance company will be advised of the incident.

Chief Romines asked the Board for approval of OI 463, Citizen CPR and First Aid Courses, which has been revised to state that the fee for the class will be waived if the participant is a citizen of the District or is employed by a business in the District.

**Commissioner Gustafson moved to approve OI 463 as revised. Commissioner Skaggs seconded the motion. Motion carried unanimously.**

Chief Romines handed out applications of new volunteers for Board Review. The Board reviewed the volunteer candidates and approved proceeding forward with the volunteer recruitment process for Tyler Anglin, Jacob Carter, Joshua Cox, Chris English, Derek Guenther, Casey Hall, Zach Howard, Brian Koshak, Derick Soland, and Timothy Susee. **Commissioner Skaggs moved to accept the new volunteer candidates upon completing and passing medical testing. Commissioner Gustafson seconded. Motion carried unanimously.**

Chief Romines asked the Board if they felt it necessary to continue holding OTEP training outside of our District. It is cumbersome and costly for our staff to drive to outside district locations Chief Romines stated. He further commented that this does not mean we will discontinue other districts participating in OTEP training, only the training will stay within District boundaries.

#### **OTHER BUSINESS**

Commissioner Skaggs asked if the Public Prevention Education Officer's assistant could be hired earlier than April 1, 2007. There was general discussion on this issue and it was decided to begin the hiring process now. A/A Hale will coordinate the process.

#### **GOOD OF THE ORDER/PUBLIC INPUT**

None

#### **EXECUTIVE SESSION**

Chief Romines requested an Executive Session under RCW 42.30.140 for ten minutes. **Commissioner Pierson announced an Executive Session under RCW 42.30.140, meetings to plan or adopt strategy/positions for collective bargaining for ten minutes. Executive Session was announced as beginning at 8:20 p.m. for ten minutes and ended at 8:30 p.m.**

#### **ADJOURNMENT**

**With no further business, the meeting adjourned at 8:12 p.m.**

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Verne M. Pierson, Commissioner

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Olivia H. Werner, District Secretary