

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
February 26, 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, and District Secretary Olivia Werner.

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 February 12, 2007, were approved as written.

CORRESPONDENCE:

- A letter from a citizen thanking us for the service they received on an emergency call.

- Chief Romines distributed a memo from Laura Worley, Director of Fire Comm, with an invitation for staff to attend a Special Policy Board Meeting, March 15th, at Lakewood Station 2-1. Commissioner Gustafson, who usually attends Fire Comm meetings, stated he is unable to attend. Commissioner Pierson stated he will attend and would like to have a staff member also attend. Since the purpose of the meeting is operational, Chief Romines said that either A/C Judd or A/C Baskett will also attend.

FINANCIALS:

Vouchers #02171, 02180, 02185 in the amount of \$4,851.78 (Construction Fund), #02113 through 02170, #02172 through #02179, #02184, #02186 through #02215 in the amount of \$70,536.45 (General Fund), and \$381,245.33 (Payroll) for total payables and payroll of \$456,633.56 were presented for approval. **Commissioner Skaggs moved to accept Payables and Payroll in the amount of \$456,633.56 after proper auditing. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

GENERAL ADMINISTRATION:

Chief's Report.

Chief Romines reminded the Board of their meeting with Consultant Paula Dillard on Monday, March 12, 2007, at 5:30 p.m., before the Regular Board Meeting at 7:00 p.m. D/S Werner will call each Commissioner on Monday morning to remind them of the meeting.

Station No., 21-0 Remediation. Chief Romines reported for A/A Hale that drilling a hole through the cement to test the soil condition will begin in the middle of March. Staff will need to remove everything stored in the North Bay of the building.

Traffic Light at Station 21-4. Chief Romines stated that the installation of the Traffic Light should begin this week.

Prevention/Education Hire. Chief Romines asked the Board to consider delaying the hire of the new prevention person until the contract dispute with the Firefighters Bargaining Unit is resolved. The Board agreed.

Web Page. Chief Romines told the Board that all approved minutes will be on the District's Web Page. Commissioner Skaggs asked to reaffirm that we are only posting the approved minutes, not any draft minutes. Chief Romines assured him only the approved minutes will be posted.

Resolution No. 655 and No. 656. Chief Romines stated that he is asking for approval of Resolution No. 655, to write off specific ALS Transport Accounts and Resolution No. 656, to close the Advance Travel Account. Chief Romines asked D/S Werner to explain to the Board, the reason behind closing the Advance Travel Account. D/S Werner replied that with the District issuing its own checks, per diem requests can also be processed with the regular payables. Instead of the Board signing each Advance Travel Check, they approve the payables which will include the per diem requests. Checks will be processed and ready for pickup by staff the next day. Another important aspect is that the State Auditor will be pleased that we no longer have this separate checking account.

Levy Elections. Chief Romines presented to the Board statistical data on the financial impact of asking the citizens for renewal of the current EMS Levy and at a later date asking for a Lid Lift. Without renewal of the EMS Levy, the District will lose approximately \$2,593,438 in revenue. A Lid Lift will recapture \$805,561 in revenue.

Contract Negotiations. Chief Romines will update the Board in an Executive Session at the end of the meeting.

Fire Fighter Testing Process. Chief Romines updated the Board on the upcoming testing for Firefighter. While there is no current opening, a list is being established for potential hiring later this year. Testing for a Firefighter/Paramedic will be conducted with candidates from the Bates School Paramedic List.

Training Report. A/C Judd touched on highlights of his written report. Of note, is that our recruits at North Bend Fire Academy are doing very well. Graduation will be on March 16, 2007. He will advise of the location as soon as it becomes available.

Gig Harbor Fire & Rescue will have nine new hires that need training, so there may be a second academy this year.

Commissioner Skaggs told A/C Judd that he has heard very favorable comments in regards to the training being offered and presented. Good job!

NEW BUSINESS

Resolution No. 655, a Resolution to Write Off ALS Transport Accounts, was read into the record by D/S Werner. **Commissioner Skaggs moved to approve Resolution No. 655, Commissioner Gustafson seconded the motion. Motion carried unanimously.**

Resolution No. 656, Authorization to Close the Advance Travel Checking Account, was read into the record by D/S Werner. **Commissioner Gustafson moved to approve Resolution No. 656. Commissioner Skaggs seconded the motion. Motion carried unanimously.**

OTHER BUSINESS

Chief Romines handed out the schedule for the Legislative Meetings on March 5th. All Commissioners plan on attending.

Chief Romines handed out a draft copy of a proposed resolution to establish a plan for continuation of government (COG) in the event of a disaster. Chief Romines asked the Board to review the resolution for consideration at the next Board Meeting. Chief Romines explained that this was drafted by District Counsel Joseph Quinn, however he has two concerns that he highlighted in the document. Chief Romines referenced Section 5, Appointment of Interim Commissioners. Chief Romines stated that he questioned whether the District Secretary should be one of the temporary appointments, because the District Secretary prepares and presents the financials to the Board for approval. D/C Franz added that the current and the incumbent District Secretary live outside of the District and would that also be an issue. The Board directed staff to review this with counsel and bring it to the Board at the next meeting. Commissioner Gustafson added that asking an Ex-Commissioner to temporarily fill the position might also be a possibility. The second area of concern is in Section 8, Meetings Through Telephone Conference. The original sentence states that the Chairman of the Board may declare a disaster and invoke this plan. Chief Romines recommended changing the sentence to state "majority" of the Board.

Chief Romines distributed a memo from D/C Franz requesting the purchase of a Photo I.D. Maker. He recommends the purchase to meet the requests for ID cards for both new and existing employees. This item, will cost \$4,300.14 and has not been budgeted for, however, D/C Franz feels that there is sufficient funding available within existing line items and that there should not be any major adverse impact on those line items. Commissioner Gustafson asked D/C Franz if his research into the equipment indicated that this was the one needed to meet our needs. D/C Franz answered, yes. **Commissioner Skaggs moved to approve the purchase of the Photo I.D. Maker. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

GOOD OF THE ORDER/PUBLIC INPUT

Commissioner Skaggs handed out information received from Roger Ferris, Washington Fire Commissioner Association, regarding property tax exemption or credit to Volunteer Firefighters. This is informational only.

EXECUTIVE SESSION

Chief Romines requested an Executive Session under RCW 42.30.140 for five minutes. **Commissioner Pierson announced an Executive Session under RCW 42.30.140, meetings to plan or adopt strategy/positions for collective bargaining for five minutes. Executive Session was announced as beginning at 8:10 p.m. for five minutes, extended at 8:15 p.m. for fifteen minutes, extended at 8:30 p.m. for ten minutes and ended at 8:38 p.m.**

ADJOURNMENT

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

Verne M. Pierson, Commissioner

Olivia H. Werner, District Secretary