

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
April 23, 2007**

CALL TO ORDER

Commissioner Pierson called the meeting to order at 7:00 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 Tony Judd, Assistant Chief Ryan Baskett, Public Prevention Education Officer Myra Merdian-Drake, Administrative Assistant Kathy Hale, Administrative Secretary Michelle Greco.

Absent: District Secretary Olivia Werner had an excused absence.

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

The Board welcomed Administrative Secretary Michelle Greco to the Department and presented her with a District coin.

APPROVAL OF THE MINUTES:

The minutes of the Regular Board Meeting of April 9, 2007, were approved as written.

CORRESPONDENCE:

- E-mail from Assistant Chief Judd forwarding a Job Well Done from Harborview Medical Center to B Shift.
- Agenda from the Washington Fire Chiefs for a workshop to be held May 15, 2007, on multi-year Led Lifts.
- Memorandum from the State Auditor's Office outlining election dates and deadline dates for the paperwork filing. Chief Romines asked the Board to begin thinking about the ballot measures the Board will want to place on the ballot for the August 21, 2007 Special Election.

FINANCIALS:

Vouchers #04079 through #04183 in the amount of \$155,049.32, and payroll in the amount of \$403,707.66 for a total of \$558,756.98 were presented for approval.

Commissioner Skaggs moved to accept the payables in the amount of \$558,756.98 after proper auditing. Commissioner Gustafson seconded the motion. Motion carried unanimously.

GENERAL ADMINISTRATION:

Chief's Report

Chief Romines informed the Board that two resident firefighters, Firefighters Thorp and Rains, have resigned for personal reasons.

Station No. 21-0. Chief Romines stated that staff is working to complete the bid specifications for the salvage demolition of the station.

Station No. 21-4 Signs. Chief Romines explained that the owner of Classic Signs has withdrawn their bid to install the monument and reader board signage due to problems with a subcontractor. The payment for material has been returned in full to the District. Upon Board approval, staff would recommend going out to bid again. The Board concurred with staff's recommendation.

2006 International Residential Code (IRC). Chief Romines informed the Board that Pierce County will continue to recognize the three-foot property line set-back in the 2003 IRC as opposed to the five-foot set-back in the 2006 IRC. Deputy Chief Franz has been in contact with Pierce County Fire Marshal Weinholz to inquire why this is occurring, but has not received a final explanation as of yet.

Commissioner Skaggs stated that during the State Commissioners' Meeting this was a topic of conversation, wherein the rest of the State counties are looking to Pierce County as an example how to handle this set-back issue in their counties.

Chief Romines stated that Deputy Chief Franz will be staying on top of the situation and will report back to the Board.

Resolution No. 661, Establishing a Firefighter/EMT Hiring List. Chief Romines thanked Commissioner Pierson for assisting with the Chief's Interview.

Resolution No. 662, Write-Off of a Transport Bill. Chief Romines explained that the District transported a volunteer from District #15 who was attending our recruit academy. The Volunteer Pension Board has denied the payment request, citing it was not medically necessary even though our medical personnel felt the transport was warranted at the time. Chief Romines recommended that the transport bill be written off.

Operating Instruction No. 137, Equal Employment Opportunity Policy. Chief Romines asked the Board to review the draft policy. He will be asking for Board approval at the next regular meeting.

Commissioner Pierson stated that he has read the draft policy and found no objection to it. Commissioners Gustafson and Skaggs concurred that they found no problem with the draft policy as written.

Commissioner Skaggs moved to approve Operating Instruction No. 137, Equal Employment Opportunity Policy, as written. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Training Report. Assistant Chief Judd presented the Training Report to the Board. He highlighted that the recruit academy is progressing very well and is due to conclude the end of June. The District's five new hires and one resident just completed the Driver's Operator training.

NEW BUSINESS

Resolution No. 661, Establishing a Firefighter/EMT Hiring List, was read into the record by AA Hale. **Commissioner Skaggs moved to approve Resolution No. 661,**

Establishing a Firefighter/EMT Hiring List, as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Resolution No. 662, Authorizing the Write-Off of a Transport Billing, was read into the record by AA Hale. **Commissioner Skaggs moved to approve Resolution No. 662, Authorizing the Write-Off of a Transport Bill, as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

Operating Instruction No. 129, Employee and Citizen Recognition and Awards, was presented to the Board for their review. Chief Romines explained the addition of "The Gordie Award", the Gordon E. Moran Memorial Award, was the only change made. He will be asking for Board approval at the next regular meeting.

Resolution No. 663, Authorizing an EMS Levy, was presented to the Board for their review. Chief Romines asked the Board to contact AA Hale with any changes. He will be asking for Board approval at the next regular meeting.

Chief Romines presented the Board with the original resolution from the Pierce County Council recognizing Firefighter Georgia Daniel for winning the women's division title for the tenth year in a row at the Scott Firefighter Stair Climb and the Big Climb for Leukemia. The resolution will be mounted and framed.

OTHER BUSINESS

None

GOOD OF THE ORDER/PUBLIC INPUT

Commissioner Gustafson asked about rescheduling the May 28, 2007 Regular Board Meeting as it falls on Memorial Day. The Board approved cancelling the Regular Meeting of May 28, 2007, and scheduling a Special Meeting on May 25, 2007, at 5:00 p.m.

Commissioner Gustafson asked staff to look into making sure all of our support services staff have been issued their attire - coats, badges and keys.

Commissioner Skaggs recommended that discussions begin about future facility needs and formulating 5-, 10-, 15- and 20-year plans. Assistant Chief Judd answered that he has been working on developing an equipment replacement and facility plan and will be presenting a draft in the near future.

Commissioner Pierson informed the Board that Representative Jim McCune will be holding a Town Meeting here this Friday night from 6:00 p.m. to 8:00 p.m. He will be attending the meeting.

EXECUTIVE SESSION

Chief Romines requested an Executive Session under RCW 42.30.140 for 15 minutes, and under RCW 42.30.110 (1)(g) for five minutes. **Commissioner Pierson announced an Executive Session under RCW 42.30.140, meeting to plan or adopt strategy/positions for collective bargaining for 15 minutes, and under RCW 43.30.110(1)(g), to evaluate qualifications of public employees or review their performance for five minutes. Executive Session was announced as beginning at 7:50 p.m. With possible business to follow.**

An announcement was made at 8:10 p.m. to extend the Executive Session for another 10 minutes.

Commissioner Pierson reconvened the Regular Meeting at 8:20 p.m., and announced that there was no further business.

ADJOURNMENT

The meeting was adjourned at 8:22 p.m.

Verne M. Pierson, Commissioner

Olivia H. Werner, District Secretary