

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
September 24, 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, Assistant Chief Oscar Espinosa, District Secretary Kathy Hale and Public Prevention Education Officer Myra Merdian-Drake.

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

PRESENTATION

Assistant Chief Espinosa and Battalion Chief Jensen presented Certificates of Appreciation to Fire Fighter Randy Bales and Fire Fighter/Paramedic Casey Hill for developing, writing and delivering the Fire District's new water rescue program. Thank you for your outstanding effort!

Certificates of Appreciation were given to Battalion Chief Dan Hannah and Lieutenant Matt Waltrip for taking the lead to develop and deliver the Metro Drill on September 12, 2007. Thank you gentlemen for all your hard work!

APPROVAL OF THE MINUTES:

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

CORRESPONDENCE:

- Letter from the Washington State Auditor's Office, Mark Rapozo, informing the Board of the upcoming audit.
- Graham Business Association nomination form/ballot
- Letter from Volunteer LeAnne Matz requesting a leave of absence in order to attend paramedic school. The Board approved the request.

FINANCIALS:

Vouchers #09081 through #09206 in the amount of \$358,379.77, Account Transfers in the amount of \$316,756.04 for a total of \$675,135.81 of which \$454,272.58 was for Payroll and \$220,863.23 were for Payables were presented for approval.

Commissioner Skaggs moved to accept the payables in the amount of \$675,135.81 after proper auditing. Commissioner Gustafson seconded the motion. Motion carried unanimously.

GENERAL ADMINISTRATION:

Chief's Report

Chief Romines informed the Board that Deputy Chief Franz will be on vacation from October 2, 2007 until October 12, 2007. Also, Assistant Chief Baskettt will be on vacation beginning October 10, 2007, until the end of the month.

Chief Romines requested to not attend the upcoming Fire Commissioners' Conference. He explained that he would like to take the NIMS 400 class that is scheduled for the same time, October 24th and 25th. Deputy Chief Franz and District Secretary Hale will be attending the Conference. The Board gave their approval.

Station No. 21-0. Assistant Chief Baskettt reported that the development permit was issued last week and digging has begun. He informed the Board that during the digging process an old abandoned well was found that needs to be decommissioned. This will hopefully only take a few days to complete.

Assistant Chief Baskettt also reported that test results are showing the contaminated dirt is deeper than originally estimated. The amount needing to be removed could be as much as double.

Fire Comm. Commissioner Gustafson reported that he and DS Hale had attended the recent Fire Comm Budget meeting and that the 2008 Budget had been approved. DS Hale explained how Fire Comm was planning on absorbing the financial loss with Central Pierce Fire & Rescue leaving the group next October. Current projections show there will be four dispatch positions not needed; two will be addressed through retirement, and the other two through possible job-sharing, being put on special projects or absorbed temporarily into Lakewood Fire. With the growth in the County, Fire Comm feels the two positions/employees will be needed within 18 months to 2 years, so instead of laying off and then rehiring and training at a cost of \$45,000 each, the most cost-effective solution would be to keep the two employees.

Lee Lawsuit. Chief Romines informed the Board that the court date has been delayed until September 22, 2008.

Bicycle Replacement. Chief Romines explained that during an emergency response a child's bicycle was damaged by one of our responders. The bike has been replaced.

VFIS and MacIvvennie Associates, Inc. Chief Romines reported that he and DS Hale met with Gordon MacIvvennie to go over the proposed liability insurance plan for 2008. The rate is approximately the same as last year. A copy is on file for Board review.

Training Report

Assistant Chief Espinosa presented the Training Report to the Board for their review. He thanked Battalion Chief Jensen and Secretary Kathy Hickok for all their hard work on and during the Metro Drill. The Drill was a great success!

NEW BUSINESS

Organizational Chart. Chief Romines presented the Board with a draft Organizational Chart for their review. The Board approved the Chart with revisions.

Budget Meeting Schedule. Chief Romines asked to move the November 8, 2007 Special Board Meeting to the following week. There is a conflicting meeting that night. Following discussion, the Board approved the change. The Board will coordinate with DS Hale on a date that would work best for all.

Draft Lid Lift Flyer. Chief Romines presented the Board with a draft of the Lid Lift Flyer for their review. He pointed out a few changes that he would like to make. Also presented was the price quote from Pollard Group for printing the Flyer in the amount of \$3,402.35, which Chief Romines asked for approval of.

Commissioner Skaggs moved to approve the format with the proposed changes of the Lid Lift Flyer. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Commissioner Skaggs moved to approve the price quote and contract from Pollard Group for the printing of the Lid Lift Flyer in the amount of \$3,402.35. Commissioner Gustafson seconded the motion. Motion carried unanimously.

OTHER BUSINESS

None

GOOD OF THE ORDER

Commissioner Skaggs reported that he and his wife Barbara and Deputy Chief Franz and his wife Colleen had attended the Task Force Protector Police & Fire Fighter Ball at Fort Lewis last Friday. It was a wonderful time!

PPEO Merdian-Drake reported that she will be picking up the helmets tomorrow. Training on proper fitting should be completed by the end of the month.

EXECUTIVE SESSION

Chief Romines requested an Executive Session under RCW 42.30.110(1)(g) for five minutes.

Commissioner Pierson announced an Executive Session under RCW 42.30.110(1)(g), to evaluate qualifications of a public employee or review their performance, for five minutes, with no business to follow. Executive Session was announced as beginning at 8:05 p.m.

An announcement was made to extend the meeting for ten minutes.

ADJOURNMENT

With no further business, the meeting was adjourned at 8:15 p.m.

Verne M. Pierson, Commissioner

Kathy J. Hale, District Secretary