



GIG HARBOR FIRE & MEDIC ONE

Board of Fire Commissioners Meeting Minutes

Date: June 9, 2026

Chairman Entze called the meeting to order at 5:00 p.m. and led the Pledge of Allegiance.

Present: Commissioners Entze, Urvina (virtually), Nelson, Hayden, and Fleming (virtually); Fire Chief D. Doan; Deputy Chiefs P. Oldenburg, N. Langlow, T. Wescott, J. Johnson, Division Chief S. Peterson, Finance Director K. Hackmeister, IS Manager T. Wagenmann, HR Manager J. Gunder (virtually), Technology & Communications Specialist M. Herzog, and EA L. Medved.

APPROVAL OF THE AGENDA

Commissioners Nelson and Hayden moved and seconded approval of the agenda. With no further discussion, the MOTION CARRIED by unanimous roll call vote.

COMMISSIONER ABSENCE

Commissioner Urvina will be absent at the Board Meeting on 7/14/2026. Commissioner Nelson will attend virtually at the board meeting on 6/23/26, or may be absent due to travel.

COMMUNICATIONS

MINUTES AND VOUCHERS

Commissioners Nelson and Hayden moved and seconded approval of the 5/26/2026 meeting minutes. With no further discussion, the MOTION CARRIED by unanimous roll call vote.

Commissioners Nelson and Hayden moved and seconded approval of payable checks #3726 – 3770 and payroll checks #3771 – 3783 and ACH payroll transfers, as outlined in the agenda for a total consideration of \$2,365,290.35. With no further discussion, the MOTION CARRIED by unanimous roll call vote.

LOCAL 3390 REPORTS

CHIEFS REPORTS

FC Doan reported:

- The Gig Festival was a great success. Kudos to all who helped. Attended the parade alongside PD Chief and served as a parade judge.
- Work has been ongoing regarding call answering and call processing with the PC Fire Chiefs and SS911. SS911 previously hired a data analyst; however, that position did not work out.

Director Kevin Yamamoto has stepped into his role effectively and communicated to the PC Fire Chiefs that the work can be handled internally, eliminating the need to fund an FTE.

- Chief Oldenburg's position is currently open. First review of candidates is scheduled for June 29, with the goal of having a replacement in place by November.
- Training campus dedication ceremony is scheduled for June 24th. Training and facilities divisions have been working diligently in preparation. Gig Harbor Police Department will begin using the facility in the near future.
- A meeting was held with the City today regarding emergency management; updates will be provided at the next meeting.
- An email regarding the TPU contract was forwarded to Commissioners and a meeting with TPU is scheduled for tomorrow.
- An update was provided on WSRB and Lori Moore's work with OIC. The report has been finalized and we're excited and optimistic that legislative changes will follow in the near future.

DC Oldenburg reported:

- FD Doan previously identified opportunities to optimize business operations and efficiencies, proposing two new positions. A third position will be presented by Langlow.
- Vehicle Technology & Communications Specialist
 - With 10–14 new vehicles expected over the next 6–7 months, and ongoing needs for radio programming, vehicle upfitting, and related work, it was determined that hiring a full-time employee is more cost-effective than continuing to contract outside vendors.
 - The position would be funded through a reallocation of existing budget dollars.
 - Responsibilities extend beyond the vehicle surge to include station alerting, electrical work, Motorola radio programming, and facilities maintenance.
 - L3390 will be notified per process; no challenges are anticipated.
- Facilities Maintenance Technician
 - The proposal is to replace two as-needed part-time employees with one full-time technician; a job description already exists.
 - With new, high-end facilities, workload and backlog are increasing. A full-time employee would provide consistent availability and greater capacity.
 - The cost delta between the current part-time positions and a new FTE is minimal.

DC Langlow reported:

- Administrative Assistant FTE – Training Division
 - With the training campus expansion, bandwidth is limited.
 - The position would be funded within the training division's existing budget by reallocating consulting and overtime dollars.

- The AA would support training requests, scheduling, and campus management — freeing up other AAs and allowing training staff like LT Haas and Rippl to focus on curriculum development rather than administrative tasks.
- Dedicated admin support is also necessary as the district moves toward hosting its own recruit academies.
- Job description exists; will be posted internally and externally as a bargaining unit position.
- Second year of unified command with GHPD and Public Works in support of Maritime Gig Fest. The structure worked well with the Civic Center as command post. Large crowds; positive feedback received from the Chamber and patrons.
- The district hosted the wildland pre-season all-hazards meeting with approximately 75 attendees from multiple agencies including DEM, law enforcement, fire, EMS, Fire Marshals, and DNR.
- In response to Fleming's question: the district meets 100% of WSRB criteria. A fire boat would not improve the rating, as the district does not meet the required geographic criteria.

DC Wescott reported:

- Expressed gratitude to the Commissioners and FC Doan for the opportunity, and to DC Booth for a smooth transition and generosity with his time.
- Two additional CPR instructors were brought on this week and are currently being onboarded.
- DC Oldenburg and Langlow led planning efforts. Prevention staffed a booth engaging the public on CPR, wildfire readiness, and other education. A great community outreach opportunity.
- DC Phillips has stepped into his role and is doing a great job.
- Safety improvement plan has been submitted.
- Grant application is being prepared to bring in subject matter experts in injury prevention and exercise.
- Safety stand-down is planned as part of a fire service-wide event, focusing on fitness — nutrition, physicals, sleep, fit for duty, and fit for life.

STANDING COMMITTEE REPORTS

Negotiations are ongoing; we will provide an update during executive session at our next meeting.

FINANCIAL REPORT

The April financial report was presented. Operating expenses are on par. Transfers will occur in the May and June period.

2022 CAPITAL BOND PROJECTS UPDATE

DC Johnson reported:

- Training Tower:
 - Temp fencing comes down tomorrow, seal coating is scheduled for the 12th (campus access restricted that day), and landscaping and striping will follow next week, weather permitting.
 - The campus will be ready for the June 24th ceremony.
 - Commissioner Fleming received a tour today after the wildland pre-season meeting.
- Station 51:
 - Vapor barrier installation is underway in preparation for steel installation in both apparatus bays within the next few days.
 - First floor concrete pours are scheduled for the 18th and 22nd, with walls to follow shortly after.

OLD BUSINESS

NEW BUSINESS

A. Capital Plan Presentation

Chief Doan provided an overview of the district's capital plan.

- With voter fatigue a real concern, the focus is on managing existing resources wisely rather than returning to the ballot. Funding capital replacement internally is key to protecting the levies the district depends on.
- The plan incorporates input from fleet and facilities teams and can be adjusted for replacement cycles, inflation, or major purchases such as a ladder truck.
- The plan is a recommendation and will reflect board direction.
- Kudos to DC Oldenburg, Director Krystal, Travis, and DC Peterson for their work on the plan.

K. Hackmeister reported:

- The plan, included in the packet, covers 152 assets across three categories: fleet & vehicles, equipment, and facilities.
- The 50-year forecast totals \$1.46B, with engines, medic units, and response vehicles making up the majority of fleet costs; facilities are split between bond and non-bond funded.
- The district is moving away from a pay-as-you-go approach toward a predictable annual contribution model, with a smoothed contribution of \$4.42M per year from 2027 through 2041, based on expense needs rather than assessed value.
- The fund would be depleted beyond 2041, contingent on levy passage.

- Discussion followed. Commissioners recognized the plan as long overdue and emphasized the importance of caring for equipment and apparatus to care for personnel. There was shared commitment to continuing this approach as good stewards of taxpayer dollars, with agreement to review the plan at least annually. Commissioner Urvina requested involvement in determining whether a 15- or 20-year investment period is most appropriate.

B. Revised Personal Services Contract – DC Tom Wescott

- A COLA adjustment was inadvertently omitted from DC Wescott's contract at the start of the year. The board was asked to approve the revised contract reflecting the COLA addition.

Commissioners Nelson and Fleming moved and seconded approval. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

C. Personal Services Contract – FC Dennis Doan

- Chief Doan's contract expires at the end of the year. The item was brought forward in a public meeting as a first read in the interest of transparency. Chief Doan encouraged the board to take additional time rather than act tonight.
- The board agreed to treat this as a first read and conduct an executive session for further discussion.

PUBLIC COMMENT

GOOD OF THE ORDER

Commissioner Nelson attended the Washington Fire Commissioner conference in Chelan where organizational health was a key topic. The district is already implementing many of the practices being recommended to other departments, which reflects the strong work of staff and fellow board members.

SPECIAL INTERESTS/UPCOMING EVENTS

ADJOURNMENT

There being no further business to discuss, Chairman Entze adjourned the meeting at 6:33 p.m. The next regular meeting will be 6/23/2026 at 5:00 p.m.


Kevin L Entze (Jun 25, 2026 18:21:50 PDT)

Chairman/Commissioner


Joe Urvina (Aug 4, 2026 13:24:14 PDT)

Commissioner



Commissioner


Matthew Fleming (Jun 25, 2026 19:49:53 PDT)

Commissioner


Phil Hayden (Jun 25, 2026 21:35:39 PDT)

Commissioner


Dennis Doan (Jun 28, 2026 21:00:18 MDT)

Attest: District Secretary