



Gig Harbor Fire & Medic One

COMMISSIONERS' MEETING MINUTES

December 9, 2025

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

Present: Commissioners Entze, Urvina, Nelson, Sutich (virtually), and Fleming; Fire Chief D. Doan; Deputy Chief's P. Oldenburg, N. Langlow, S. Booth, J. Johnson, Division Chief S. Peterson, Finance Director K. Hackmeister (virtually), IS Manager T. Wagenmann, Technology & Communications Specialist M. Herzog, and Executive Assistant L. Medved.

APPROVAL OF THE AGENDA

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

COMMISSIONER ABSENCE

COMMUNICATIONS

Commissioners received holiday greeting cards from Councilmember Robyn Denson and PenMet Parks Director Ally Bujacich and Board President Laurel Kingsbury.

MINUTES AND VOUCHERS

Commissioners Urvina and Nelson moved and seconded approval of November 18, 2025, meeting minutes. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

Commissioners Nelson and Urvina moved and seconded a motion to approve accounts payable checks #2702 – 2807, and payroll checks #2692 – 2701, and ACH payroll transfers, as outlined in the agenda for a total consideration of \$3,662,622.86. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

LOCAL 3390 REPORTS

CHIEFS REPORTS

DC Langlow reported:

- Santa Runs took place last week with great success. Special thanks to Ryan Watson and the Santa Command team for organizing the event, and to all staff who volunteered their time.
- A total of 3,091 lbs. of food and 448 lbs. of toys were donated to the local food bank.
- Travis and Melissa launched a live Santa Tracker, allowing residents to see real-time updates as Santa approached their neighborhoods. Tracker averaged around 1,500 viewers per route and totaled nearly 3,200 views. This was a meaningful enhancement for our community.

DC Booth reported:

- Karen Simmonds, our new AA, started yesterday.
- Kudos to CJ Martin, DC Corrigan, and DC Wescott for partnering with UL and Xplorlabs to introduce a fire forensics training model at Goodman Middle School. The program aligns with STEM curriculum standards and contributes to national-level fire research efforts. Plans are underway to expand the initiative to additional local schools.

FC Doan reported:

- Attended the PC FC Association meeting. Leslie is currently working on master ILA agreements, which were shared with the Fire Chiefs for their review and decision on retention or dissolution.
- Met with newly elected Commissioner Hayden last week. Scheduling is underway with Deputy Chiefs and IT.
- Participated in the District 7 meeting hosted by Ryan Mello, alongside other Gig Harbor leaders, to discuss community direction and county collaboration. Impressed by Executive Mello's accessibility.
- Served on a local leadership panel with area leaders, offering insights and guidance to emerging city leaders.
- Attended the Central Pierce Board Meeting in honor of Graham FC Espinoza's retirement.
- Upcoming engagements include Public Affairs Forum, meeting with Mayor Barber, and SS911 Board of Directors meeting.
- State audit will begin soon.
- Going on vacation over the holidays, returning for the first board meeting on January 13th. This meeting will include board elections, committee assignments and swearing in.

STANDING COMMITTEE REPORTS

- Negotiations are ongoing and the next meeting is on December 16th.
- Policy and procedure subcommittee reviewed the paid and part-time sick leave policy, with a resolution to be presented later in the agenda.

FINANCIAL REPORT

- Krystal Hackmeister reviewed the financial reports for October 2025.

CHAIRMAN'S REPORT

- Noted this is the final meeting of the year and thanked board members for their support and service to the community; recognized Commissioner Sutich for 17 years of dedicated service.
- Commended command staff for their exceptional performance through both positive and challenging moments.
- Thanked all personnel for their continued commitment, highlighting community-focused efforts such as the Santa Tracker and other outreach beyond core duties.

2022 CAPITAL BOND PROJECTS UPDATE

DC Johnson reported:

- Support Building:
 - HVAC installation begins this week, preparing to clear the apparatus bay for polishing and sealing.
 - Preparing for elevator inspection and commissioning, generator set up.
 - Propane tanks connected last week.
 - Standing invitation for Commissioners to tour the campus.
- Training Tower:
 - Third floor was poured, walls will get smaller on higher floors, which will speed up construction.
 - Exterior stairs work ongoing.

OLD BUSINESS

A. Station 51

- Following a more than two-month delay caused by a protest and appeal, Jones and Roberts, the

lowest bidder, has withdrawn their appeal.

- The District is requesting to award the bid to the second-lowest bidder at \$14,229,250 to Pease Construction.
- Commissioner Nelson clarified that the award is going to Pease due to a court ruling preventing award to the lowest bidder.
- Commissioner Fleming requested clarification on HVAC changes related to delays; DC Johnson confirmed the equipment is still available and the project will move forward quickly to allow for procurement.
- Next steps: Issue the Notice of Award to Pease, execute the contract, and coordinate between their mechanical contractor and our mechanical engineer to order the equipment.

NEW BUSINESS

- A. Resolution 2025-08 Close accounts at Columbia Bank and Bank of America and Commissioners Nelson and Urvina moved and seconded approval of Resolution 2025-08. With no further discussion, the **MOTIONS CARRIED** by unanimous roll call vote.
- B. Resolution 2025-09 2025 Budget Amendment
Commissioners Nelson and Fleming moved and seconded approval of Resolution 2025-09. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.
- C. Resolution 2025-10 Updated Temporary and/or Part-Time Employee Paid Sick Leave Policy
Commissioners Fleming and Urvina moved and seconded approval of Resolution 2025-10. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.
- D. Proposed Cancellation of the December 23rd Board Meeting
Commissioners Urvina and Fleming moved and seconded a motion to cancel the Board meeting on December 23rd, 2025. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

PUBLIC COMMENT

GOOD OF THE ORDER

SPECIAL INTERESTS/UPCOMING EVENTS

- Day Staff are hosting a holiday party and potluck on December 18th starting at 1PM.

EXECUTIVE SESSION

ADJOURNMENT

There being no further business to discuss, Chairman Entze adjourned the meeting at 5:37PM. The next regular meeting will be Tuesday, January 13, at 5:00 p.m.


Kevin L Entze (Jan 15, 2026 15:48:42 PST)

Chairman/Commissioner


Joe Urvina (Jan 15, 2026 11:47:35 PST)

Commissioner


Commissioner

Matthew Fleming
Matthew Fleming (Jan 16, 2026 09:01:50 PST)

Commissioner

Phil Hayden
Phil Hayden (Jan 18, 2026 18:12:13 PST)

Commissioner

Dennis Doan
Dennis Doan (Jan 15, 2026 14:04:14 PST)

Attest: District Secretary