



Gig Harbor Fire & Medic One

COMMISSIONERS' MEETING MINUTES

March 11, 2025

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

Present: Commissioners Entze, Wilsie, Sutich, Nelson and Urvina; Fire Chief D. Doan; Deputy Chief's P. Oldenburg, S. Booth, N. Langlow, J. Johnson, Division Chief S. Peterson, Finance Director K. Hackmeister, IAFF Local 3390 member, IS Manager T. Wagenmann, Executive Assistant L. Medved, FF/Paramedic C. Pinero, and HR Manager, J. Gunder.

APPROVAL OF THE AGENDA

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

COMMISSIONER ABSENCE

COMMUNICATIONS

MINUTES AND VOUCHERS

Commissioners Wilsie and Sutich moved and seconded approval of the February 25, 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 #1213 – 1247, 1262 – 1320 and payroll checks #1248 – 1261 and ACH payroll transfers, as outlined in the agenda for a total consideration of \$2,502,651.50. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

LOCAL 3390 REPORTS

CHIEFS REPORTS

FC Doan reported:

- WSRB re-rating on Fox Island: Improved from 9 to 4/5.
- Shift from 5-Year Strategic Plan to Annual Work Plans: The Work Plan is a living document, updated in real time, with tasks that may span multiple years.
- 2025 Thematic Goal: Complete ongoing initiatives ("Finish What We Started").
- Chief's Goals: Enhance labor relations and build a cohesive Command Staff to drive the department's progress.

DC Langlow reported:

2024 Achievements

- Set record with 7,531 alarms and conducted over 20,000 hours of training.
- Specialized training efforts, including marina fire training, hazmat, EMIR, wildland, active shooter drills, and integrated SCBA mask-radios.
- Strengthened public education through station tours and new hire mentoring.
- Facilitated Lieutenant and Battalion Chief academies.

- Updated 5,400+ response plans and optimized resource deployment by reevaluating alpha-level responses.
- Implemented a pilot dash camera program on Battalion 51.
- AED donations to GHPD.

Long-Term Care Facility Non-Emergent Initiative (Presented by Crystal Pinero)

- The presentation addressed inefficiencies in 911 services and long-term care facilities.
- Identified 20 priority facilities (skilled nursing, assisted living, adult family homes) with inefficiencies.
- Data shows 703 of 1,688 facility calls were non-emergent and could potentially be resolved internally.
- Goals: Reduce unnecessary hospital transfers to improve patient outcomes and ease resource strain.
- Future plans include staff training at facilities, conducting data-driven follow-ups and be involved in broader community engagement.

2025 Workplan

- Conduct staffing analysis, onboard new hires and laterals, plan for upcoming promotions.
- Refine EMS levels of service and explore staffing plans during closures.
- Spec/Build/Train/Implement new Type 1 and Type 3 fire engines, transport units, tender, and battalion vehicle.
- Evaluate the need for a ladder truck to fill gaps in the community's coverage.
- Expand EMT training and develop in-house instructor capabilities, enhance career training roadmaps.
- Expand training infrastructure, including operational and business plans for a training campus.
- Continue the Long-Term Care Facility Education Program.

DC Oldenburg reported:

2024 Achievements

- Migrated to Microsoft 365 and upgraded station alerting system upgrades.
- Progressed on Station 50 repairs.
- Enhanced operational efficiency through policy standardization.
- Addressed procurement and facility/inventory challenges.

2025 Workplan

- Complete Station 50 repairs by end of April.
- Implement Tyler Technology system (go-live for payroll and HR in mid-July).
- Focus on facility upgrades and logistics integration (procurement and medical supplies).
- Advance IT and communication systems (e.g., Teams phone system, website updates, Intterra, Radio Over IP (ROIP)).
- Streamline HR files, forms, policies and procedures.
- Oversee budget and bond sale planning to ensure alignment with project timelines and resources.

DC Booth reported:

2024 Achievements

- Advanced community risk reduction and preparedness by focusing on wildfire education, traditional fire prevention, and fall prevention efforts.
- Improved firefighter safety via the L&I FIIRE program, securing grants for equipment like extractors and dryers.

- Improved wellness initiatives, including station alerting (volume and tones), decontamination procedures and expanded peer fitness team to seven members.
- Advanced fire prevention efforts, including virtual burn permits and community risk reduction projects. Worked closely with water purveyors to improve hydrant maintenance and testing.

2025 Workplan

- Grail cancer blood testing. (86 members participated on 3/4/25)
- Continue L&I FIIRE program and focus on carcinogen safety and musculoskeletal injury prevention.
- Rebuild fire prevention programs with new hires for public education, administrative assistant, and inspection roles.
- Update emergency preparedness plans and continue community risk reduction.

DC Johnson reported:

2024 Achievements

- Station 53 is open and staffed, Station 57 is nearly complete, and Station 50 is nearing completion.
- Construction began on the training campus, with completion expected in 2025 and 2026.
- Ongoing communication with the city to finalize Station 51 design plans. (April 1st public hearing for permits)

2025 Workplans

- Complete closeouts for Stations 50, 53, and 57.
- Continue work on Station 51 and the training campus.
- Design plans for Stations 58 and 59, potentially considering new builds due to code changes.

STANDING COMMITTEE REPORTS

CHAIRMAN'S REPORT

2022 CAPITAL BOND PROJECTS UPDATE

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

GOOD OF THE ORDER

SPECIAL INTERESTS/UPCOMING EVENTS

- Medal of Merit ceremony during the beginning of the Board meeting on March 25, 2025.

EXECUTIVE SESSION

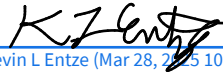
At 6:54 p.m., Chairman Entze announced a 30-minute Executive Session as allowed by RCW 42.30.110(1)(g) to review the performance of a public employee. No action taken. Will reconvene at 7:25 p.m.

Chairman Entze reconvened the meeting at 7:25 p.m. No action taken.

ADJOURNMENT

There being no further business to discuss, Chairman Entze adjourned the meeting at 7:25 p.m.

The next regular meeting will be on Tuesday, March 25, at 5:00 p.m.



Kevin L Entze (Mar 28, 2025 10:24 PDT)

Chairman/Commissioner



Joe Urzina (Mar 28, 2025 09:40 PDT)

Commissioner



Bryce Nelson (Mar 28, 2025 09:26 PDT)

Commissioner



Alex Wilsie (Mar 29, 2025 11:00 PDT)

Commissioner



Tom Sutich (Mar 28, 2025 12:02 PDT)

Commissioner



Dennis Doan (Mar 28, 2025 09:13 PDT)

Attest: District Secretary