

Commissioners' Meeting

January 23, 2012

Chairman Sutich called the meeting to order at 3:00 p.m.

Present were: Commissioners Casebolt, Entze and Jarmon, Chief Burgess, A/Chiefs Watson, Miller & Nixon, B/Chief Meyer, L. Abbott, J. Brenner, P. Riley, Local 3390 Representatives, Shift Personnel, K. Kreitzer

Commissioner Stephens has an excused absence.

Our flag salute was led by Joanne Brenner.

Changes were made to the agenda where Commissioner Casebolt requested the topic of "Letter to Mr. Charles Woodke III" be added under Old Business as item b. The Board authorized his request.

Commissioners Casebolt and Entze moved and seconded approval of the minutes from the January 9, 2012 meeting as mailed. With no further discussion, the motion carried.

Commissioners Entze and Casebolt moved and seconded a motion to approve Blanket Vouchers 120123 - 120179 in the amount of \$194,258.88. With no further discussion, the motion carried.

Chief Burgess updated the Board on the following:

- The final recommendation of the District Organizational structure chart has been completed. Copies of the chart were provided to the Board for their review. Chief Burgess expanded on the process utilized to achieve the organizational changes made and further explained the final version being presented.
- Phase II of the EMS Levy work will include a "Letter from the Fire Chief and EMS Survey" which will be available to the citizens of PCFD#5 through Gig Harbor Life, Peninsula Gateway and Patch. A copy of the letter and survey were provided to the Board for their review. Chief Burgess will also be meeting with community groups to educate them on the Fire District's revenues.
- Chief's interviews were held last week by Chief Burgess and A/Chief Nixon for the positions of Battalion Chief and Medical Division Chief. Pete Kauppila was offered and accepted the position of Battalion Chief and Bill Shoemaker was offered and accepted the position of Medical Division Chief. Both members will start February 1, 2012. Pete and Bill will be pinned and sworn in on February

13, 2012 at the regularly scheduled Board of Commissioners' Meeting. Family, friends and all personnel are invited to attend. This will be a Class A event.

- KGHP radio station has asked for financial support and Chief Burgess announced that PCFD #5 as well as PCFD #16 have partnered in matching the \$2500 donation to keep the local public radio station operational.

Assistant Chief Watson updated the Board on the following:

- Provided a construction status update on the Station 53 & 57 remodels. Commissioner Sutich was provided a tour of Station 53. A/Chief Watson recently met with the Facilities Committee, Commissioners Entze and Sutich were in attendance. Commissioner Entze commented on the clear expectations to keep the costs down. Chief Burgess commended A/Chief Watson on a job well done in keeping the costs down on both of the station remodels.

Assistant Chief Miller updated the Board on the following:

- Reported as the District Safety Officer and noted that during the recent snow storm he had twice a day briefings with personnel regarding the safety of all members and district equipment. No injuries or damaged equipment were reported. B/Chief Meyer stated the use of auxiliary units assisted in controlling risks.

Assistant Chief Nixon updated the Board on the following:

- Provided an update on the events from last weeks snow storm. He expanded on the commands established to manage the 65 alarms received. He further noted that this level of alarms was less then expected. Station 50 was staffed and the MACC was ready to open, though it was not necessary to do so.

Standing Committee Reports:

Chairman Sutich reported a change in committee assignments whereby he will be moving to the Risk Management and Insurance Committee and Commissioner Entze will be moving to the Labor Management Committee. Commissioner Sutich will remain on the LMC until the current labor negotiations have been finalized.

Chairman Sutich requested that Chief Burgess provide the Commissioners with a completed Performance Self-Evaluation form as soon as possible. This evaluation will be reviewed with the Board and Chief Burgess during an Executive Session which will be held at the regularly scheduled Board meeting on February 27, 2012.

Old Business

Commissioner Casebolt addressed the Board on behalf of Commissioner Stephens regarding the Board of Commissioners meeting schedule. Commissioner Casebolt stated

that Commissioner Stephens has agreed with keeping the meetings as they are currently scheduled with cancellation of meetings being addressed on a case by case basis. He recommended the meeting frequency remain status quo.

Commissioner Casebolt addressed the Board regarding sending a letter to Mr. Charles Woodke III informing him of the upcoming EMS Levy being considered in 2012. Chief Burgess recommended sending Mr. Woodke a copy of the "Letter from the Fire Chief and EMS Survey". It was unclear as to when the notification of the EMS levy be sent. It was determined that when the Board authorized placing the ballot issue before the voters, then Mr. Woodke would be notified.

New Business

Commissioner Sutich addressed the Board regarding the warrant payment authorization process. If Board meetings are cancelled for any reason, it would be important to continue to pay the bills in a timely matter. Chief Burgess further expanded on this stating that with the Boards decision of continuing to conduct two meetings a month we could still proceed with the process as a backup. A resolution will be prepared for the Board to review in considering implementing this policy.

There was no public comment.

Good of the Order

Chairman Sutich announced the signing of documents.

Commissioner Casebolt reported on the recent work party put on by South Kitsap Fire & Rescue for Federal Way Firefighter Wynn Loiland who resides in Gig Harbor. About fifteen members of GHF&MO along with Commissioner Casebolt attended.

Special Interests/Upcoming Events

Pierce County Fire Commissioners meeting will be held at 7:00 pm on Thursday, January 26th at PCFD #3, Station 21, 5000 Steilacoom Blvd SW in Lakewood.

Pierce County Fire Chief's Association meeting will be held at 11:30 am on Thursday, February 2nd at PCDEM, 2501 South 35th St., Tacoma.

2012 Legislative Day will be held on Wednesday, February 25th in Olympia. Commissioners Casebolt and Sutich and Chief Burgess will be attending.

The Gig Harbor Fire and Medic One Annual Awards Celebration will be held on Saturday, January 28, 2012 at the Inn at Gig Harbor from 5:30 pm – 10:00 pm.

There being no further business to discuss, Commissioners Casebolt and Entze moved and seconded a motion to adjourn the meeting at 4:00 pm. No further business was

introduced and the motion carried. The next regularly scheduled meeting will be held February 13, 2012 at 3:00 PM.

Attest: District Secretary

Chairman Commissioner

Commissioner

Commissioner

Commissioner

Commissioner