

Commissioners' Meeting

February 11, 2013

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

Present were: Commissioners Casebolt, Entze, Stephens and Jarmon, Chief Burgess, A/Chief Nixon, B/Chief Kauppila, D/Chiefs Lyon & Waters, L. Abbott, D. Weyn, J. Brenner, Local 3390 Representatives, Shift Personnel, K. Kreitzer

Our flag salute was led by Tom Sutich.

No communications were received.

Commissioner Casebolt moved to approve the minutes noting a correction be added amending the minutes that he will be unable to assist at the Health and Safety Expo on March 9, 2013. Commissioner Entze seconded the motion amending the minutes from the January 28, 2013 meeting. With no further discussion, the motion carried.

Commissioners Entze and Casebolt moved and seconded a motion to approve Blanket Vouchers 130212 - 130287 in the amount of \$60,570.72 and Payroll Vouchers 130288 - 130307 in the amount of \$1,053,009.09 for a total consideration of \$1,113,579.81. With no further discussion, the motion carried.

Chief Burgess updated the Board on the following:

- Joanne Brenner has been offered and has accepted the position of Accounts Payable/Purchasing Agent effective April 1, 2013. The Administrative Assistant position will now be expanded to hire two positions rather than one. The application deadline for this position is Friday, February 15, 2013 at 12:00 noon.
- The IT Technician hiring process is underway with three candidates undergoing background checks. Psychological exams will be scheduled after successful background investigations are complete. The candidates will then proceed to the Chiefs Interview.

Chairman Sutich addressed the Board regarding the District Secretary position. He recommended changing this appointment to Chief Burgess effective May 1, 2013. A Resolution will be prepared for the Boards approval at the next regularly scheduled Board Meeting on Monday, February 25, 2013.

Standing Committee Reports:

Chairman Sutich addressed the Board members on their preference regarding the 2013-2014 Committee assignments. He inquired as to if any Commissioner wanted to change their current assignment. All Commissioners agreed that they would stay on their current assigned committee for the remainder of the 2013 year and revisit possible changes in 2014.

Old Business

There was no Old Business to discuss.

New Business

L. Abbott introduced Resolution 2013-01 authorizing a transfer of funds from the Reserve Fund to the Expense Fund in the amount of \$250,000.00 to assist the District in bridging a potential shortfall prior to tax collection in April, 2013 and assist in the first annual payment to LOCAL for fire apparatus purchased through the state program. This transfer was budgeted in anticipation that these funds would be needed during this time frame. Copies were provided to the Board for their review. L. Abbott recommended the Board adopt Resolution 2013-01 as presented. Commissioners Casebolt and Jarmon moved and seconded a motion to adopt Resolution 2013-01 authorizing a transfer of funds from the Reserve Fund to the Expense Fund as requested. This transfer will take place on February 28, 2013. With no further discussion, the motion carried unanimously by roll call vote.

L. Abbott introduced Resolution 2013-02 HIPAA Privacy Officer appointing Danette Weyn, Executive Assistant to the position of Privacy Officer for the District. Copies were provided to the Board for their review. L. Abbott recommended the Board adopt Resolution 2013-02 as presented. Commissioners Entze and Jarmon moved and seconded a motion to adopt Resolution 2013-02 appointing Danette Weyn, Executive Assistant to the role of the Privacy Officer as requested. This appointment will be effective immediately. With no further discussion, the motion carried unanimously by roll call vote.

Public Comment

D/Chief Waters, Union Representative addressed the Board on behalf of LOCAL 3390 inquiring if there has been any additional discussions between District 16 and District 5 regarding any consolidation of services. Chairman Sutich thanked D/Chief Waters for his question and informed him that the Board would get back to him regarding his inquiry.

Good of the Order

Chairman Sutich announced the signing of documents.

B/Chief Kauppila reported on the high angle rescue call from last Sunday where a dog had gone 200 ft. over a cliff. PSCORT was called in along with the Tacoma Fire Boat. Chief Burgess expanded on why we facilitate these types of calls.

Special Interests/Upcoming Events

2013 Legislative Day will be held on Wednesday, February 20th in Olympia. Chairman Sutich and Chief Burgess will be attending.

Administrative Staff Promotional Ceremony and Presentation of Awards & Year Pins will take place at the next regularly scheduled Board Meeting on February 25, 2013. Family, friends and all personnel are invited to attend.

PCFD #5 will be hosting the Pierce County Fire Commissioners Association meeting at 7:00 pm on Thursday, February 28th at District Headquarters.

There being no further business to discuss, Commissioners Casebolt and Entze moved and seconded a motion to adjourn the meeting at 3:24 p.m. No further business was introduced and the motion carried. The next regularly scheduled meeting will be held February 25, 2013 at 3:00 PM.

Attest: District Secretary

Chairman Commissioner

Commissioner

Commissioner

Commissioner

Commissioner