



Gig Harbor Fire & Medic One

COMMISSIONERS' MEETING MINUTES

July 24, 2018

Chairman Nelson called the meeting to order at 5:00 p.m.

Present: Commissioners Nelson, Sutich (by phone), Duncan and Entze, Chief Burgess, A/Chief Watson, A/Chief Bjurstrom and T. VanderVaate.

FLAG SALUTE

Chairman Nelson led the flag salute.

APPROVAL OF THE AGENDA

Commissioners Entze and Duncan moved and seconded a motion to approve the agenda as revised. With no further discussion, the **MOTION CARRIED**.

COMMISSIONER ABSENCE

COMMUNICATIONS

MINUTES AND BLANKET VOUCHERS

Commissioners Duncan and Entze moved and seconded approval of the minutes from the July 10, 2018 Commissioner Meeting. With no further discussion, the **MOTION CARRIED**.

Commissioners Entze and Duncan moved and seconded a motion to approve Blanket Vouchers 181066-181113 in the amount of \$333,737.83. With no further discussion, the **MOTION CARRIED**.

CITIZEN RECOGNITION

LT Tom Voigt and FF Ben Olmstead recognized Mr. John Hargroves for going above and beyond performing CPR on a citizen in a parking lot until medics arrived and continued until they used the AED. Due to Mr. Hargroves' actions, that individual is alive today.

CHIEFS REPORTS

A/Chief Bjurstrom gave an update regarding new hires. We are still on track to hire nine individuals (5 entry level, 4 laterals). BC O'Leary expressed gratitude to the District for partnering with Local 3390 to add a social component to the hiring process indicating it added value and appears to have been successful.

A/Chief Bjurstrom gave an update regarding the Capital Facilities Plan, indicating more data is needed and not something quick to obtain. The District plans to gather information to support a request for impact fees and bring the information back before the Board.

Board of Commissioners

STANDING COMMITTEE REPORTS

Chairman Bryce Nelson indicated the negotiations process for non-uniformed personnel is beginning tonight with a team meeting and a first negotiating meeting tomorrow.

QUARTERLY FINANCIAL REPORT

A/Chief Bjurstrom presented the Board with a quarterly financial report noting as we transition to using the Bias software we will also be transitioning from quarterly to monthly reports. The Expense Fund balance totaled \$1,068,369 in cash and investments. The Reserve Fund Balance totaled \$4,189,246 and Investments totaled \$6,000,000. Chief Burgess reminded the Board and audience that because the District gets paid two times each year, those funds are held in investments until we need them. A/Chief Bjurstrom asked the Board for input regarding what they want to see in the monthly reports.

OLD BUSINESS

A. Board of Fire Commissioners Vacancy. Commissioner Nelson noted that the application period closed on Friday, July 20. We received a total of six applicants that will be looked at later in executive session.

NEW BUSINESS

A. Officer Training. Chief Burgess advised the board that this item does not require approval, but he wants to make them aware that he is planning to implement an officer development program in the last quarter of 2018. It has a fairly small price tag and will be good for development as well as succession planning. Commissioner Sutich commented he thinks the plan is a terrific idea.

B. Temporary Assistant Chief. Chief Burgess presented a proposal to modify the current Organizational Chart effective October 1, 2018. Chief Burgess is asking for permission to create a Temporary Assistant Chief position, allowing him to direct A/Chief Nixon to focus on Standards of Cover and the Department's volunteer program as well as allowing BCs and other qualified individuals the opportunity to develop talent over the next two to three years. After brief discussion, Commissioners Sutich and Entze moved and second a motion to modify the District's Organizational Chart as presented, authorizing the creation of a Temporary Assistant Chief position. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

PUBLIC COMMENT

Citizen Karl Kreitzer commented regarding the District's Strategic Plan and diversity, specifically with regard to the makeup of Fire Commissioners serving on the Board, followed by a brief discussion on the topic.

Commissioner Duncan commented regarding the City of Gig Harbor and removal of some property from the urban growth boundary.

GOOD OF THE ORDER

SPECIAL INTERESTS/UPCOMING EVENTS

July 26 Pierce County Fire Commissioner BBQ – Browns Point @ 6:00 p.m.

EXECUTIVE SESSION

At 5:50 p.m, Chairman Nelson announced adjournment to Executive Session for 30 minutes for purposes of reviewing and evaluating qualifications of candidates interested in the Board of Fire Commissioners vacant seat, indicating no vote would be taken after the session. At 6:20, Chairman Nelson announced extending the Executive Session for an additional 10 minutes. At 6:30 Chairman Nelson announced extending the Executive Session for an additional 5 minutes. At 6:35 p.m., Chairman Nelson called the meeting back into regular session.

ADJOURNMENT

There being no further business to discuss, Chairman Nelson adjourned the meeting at 6:36 p.m.

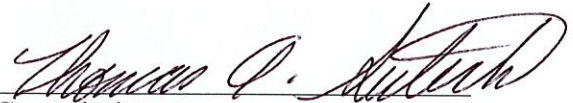
The next regularly scheduled meeting will be held Tuesday August 14, 2018 at 5:00 p.m.



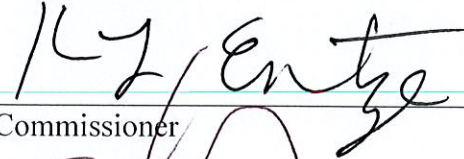
Attest: District Secretary



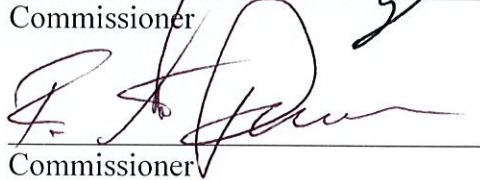
Chairman Commissioner



Commissioner



Commissioner



Commissioner

Commissioner