



Gig Harbor Fire & Medic One

COMMISSIONERS' MEETING MINUTES

September 25, 2018

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

Present: Commissioners Nelson, Sutich, Duncan, Entze and Wilsie, Chief Burgess, A/Chiefs S. Nixon and D. Bjurstrom, B/Cs P. Kauppila and T. Meyer, LT Teeple and T. VanderVaate.

FLAG SALUTE

Chairman Nelson led the flag salute.

APPROVAL OF THE AGENDA

Commissioners Sutich and Wilsie 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 Sutich and Entze moved and seconded approval of the minutes from the September 11, 2018 Commissioner Meeting. With no further discussion, the **MOTION CARRIED**.

Commissioners Entze and Sutich moved and seconded a motion to approve Blanket Vouchers 181319-181398 in the amount of \$214,958.33 and Payroll Special Batch Vouchers 181317-181318 in the amount of \$3,737.38 for a total consideration of \$218,695.71. With no further discussion, the **MOTION CARRIED**.

CHIEFS REPORTS

A/Chief Bjurstrom shared information with the Board regarding a new State tax being imposed on all employers with 50 or more employees to support a paid family medical leave insurance program. The program will be funded by collecting a 4% tax, split 63% paid by the employee and 37% paid by the employer. Assessments begin January 1, 2019 and benefits can be taken starting January 1, 2020. The State is still finalizing rules for the program, additional information will be provided as it becomes available.

Chief Burgess commented it would be nice if the State Council of Firefighters or State Commissioners would work together with someone at the State level to create an opt out plan for agencies like ours who already offer a rich benefits plan that provides this type of paid leave.

Board of Commissioners

A/Chief Bjurstrom updated the Board with regard to our inspection program and contract with the City of Gig Harbor. Due to rapid growth in the City, it now takes a full time employee to complete inspections, however the contract requires the City to bear only half the cost because when the contract was initially bargained the work was that of a half time employee. The District plans to ask the City to amend the contract and have the City bear the expense of a full time employee for the inspection program. Commissioner Duncan requested to receive a copy of the letter when it goes out. Chief Burgess indicated a copy would be provided to all Commissioners.

STANDING COMMITTEE REPORTS

Commissioner Sutich indicated the Insurance Committee held a meeting recently and he will defer to A/Chief Bjurstrom's report under New Business.

Commissioner Entze advised everyone the next meeting for labor negotiations is scheduled for October 3, 2018.

OLD BUSINESS

NEW BUSINESS

A. Chief Burgess requested the Board allow New Business items B, C and D be heard before he presents the first draft of the 2019 Budget.

B. Presentation of Resolution 2018-09 Banking Resolution. A/Chief Bjurstrom presented the Board with Resolution 2018-09 requesting authorization to open new bank accounts with Key Bank. After a brief discussion, Commissioners Sutich and Entze moved and seconded a motion to approve Resolution 2018-09 as presented. The **MOTION CARRIED** by unanimous roll call vote.

C. Presentation of Resolution 2018-10 Financial Management Policy. A/Chief Bjurstrom presented the Board with draft Resolution 2018-10 updating the District's current financial policy. His request is based on the Government Financial Officer's Association best practices recommendation that governmental entities maintain a reserve of two months operating expenses (16.67%). This is an increase from the 15% currently required by resolution. After some discussion of a vote, it was agreed this item will be on the next meeting agenda for approval.

D. Insurance. A/Chief Bjurstrom indicated the Insurance Committee recently met with representatives of Fornier Insurance who plans a 1.3% rate hike in 2019. Chief Bjurstrom indicated a major part of why the rate increase is so low is directly attributable to the District's employees' responsible driving habits. Commissioners Sutich and Wilsie moved and second to approve the proposal regarding insurance rate increase from Fornier. After a brief discussion the **MOTION CARRIED** by unanimous roll call vote.

E. Chief Burgess presented the Board with a first draft of the 2019 budget, starting with a review of the timeline and reminding everyone the budget would not be final until November 27, 2018. Primarily the first draft contains M&O items – the ongoing costs to operate the District

and continue responding to calls, along with a few new items. Chief Burgess asked the Board's permission to proceed with ordering an air truck that was budgeted in 2018, indicating the current build time is approximately one year and the monies for the air truck were originally budgeted for expenditure in 2018. Those monies are being rolled over into the 2019 budget. Chief Burgess also requested the Board's permission to extend conditional offers to three individuals who went through the District's 2018 firefighter/EMT hiring process. It is anticipated those three candidates would commence work with the District in mid-January 2019. Starting the process now will ensure they can be onboard and enrolled in a February 2019 fire academy. Chief Burgess further indicated that unconditional offers would not be extended to any of the candidates until after the 2019 budget is finalized and adopted. When presenting the Board with the 2019 new item requests, the Commissioners requested a report regarding workload/audit data to demonstrate the need for additional administrative support staff positions the District is asking to budget. Chairman Nelson asked that the information be sent to all of the Commissioners prior to the next meeting. Chief Burgess indicated the second draft of the budget would have all of the new item requests folded in and include year-over-year comparison data. After presentation of the draft budget there was discussion regarding Chief Burgess' requests regarding the air truck and the proposed three firefighter/EMT new hires. It was agreed no vote was necessary, the board instructed Chief Burgess to continue moving forward with ordering the air truck and extending conditional offers to three firefighter/EMT candidates.

PUBLIC COMMENT

Citizen Karl Kreitzer commented he did not see a ladder truck specifically listed in the draft budget, but noticed one has been mentioned several times recently including quotes of Chairman Nelson in a recent Peninsula Gateway article. A brief discussion followed.

GOOD OF THE ORDER

SPECIAL INTERESTS/UPCOMING EVENTS

September 27, 2018 – Pierce County Fire Commissioners Meeting, 7:00 p.m. @ South Pierce Fire Station 171 in Roy

October 24, 2018 – Snure Pre-Conference Laws Update at Yakima Convention Center

October 25-27, 2018 – WFCFA Annual Conference at Yakima Convention Center

[Signatures on Following Page]

ADJOURNMENT

There being no further business to discuss, Chairman Nelson adjourned the meeting at 7:46 p.m.

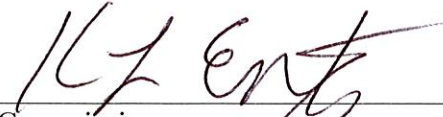
The next regularly scheduled meeting will be Tuesday October 9, 2018 at 5:00 p.m.



Attest: District Secretary



Chairman Commissioner



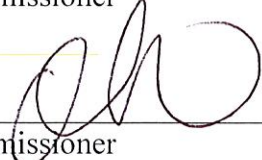
Commissioner



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