

## **Commissioners' Meeting**

December 13, 2016

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

Present were: Commissioners Sutich, Smith, Nelson & Entze A/Chiefs Bjurstrom, Watson & Nixon, D. Weyn, D/Chief Lyon, B/Chief Meyer, E. Beck, Citizens K. Kreitzer and L. Kingsbury.

Our flag salute was led by Chairman Duncan.

### **Communications**

There no Communications.

There were no changes to the Agenda.

Commissioners Entze and Sutich moved and seconded approval of the minutes from the November 22, 2016 Commissioner Meeting as mailed. With no further discussion, the motion carried.

Commissioners Nelson and Smith moved and seconded a motion to approve Blanket Vouchers 161836-162009 in the amount of \$93,161.18 and payroll vouchers 161813-161835 in the amount of \$1,221,587.98 for a total consideration of \$1,314, 749. 16. With no further discussion, the motion carried.

### **Chief's Report**

D. Weyn updated the Board on the following:

- We are still in the process of the State Audit and are working through 2014 and 2015. It is probable that the audit will be wrapped up tomorrow, December 14, 2016, with an exit interview conducted in approximately two weeks after the conclusion. She believes it will be a positive outcome without major issues.

A/Chief Bjurstrom updated the Board on the following:

- Regarding the current hiring processes; we have two paramedics in background checks, both lateral transfers from Orting. One candidate has a conditional offer of employment, with another conditional offer prepared if we want to offer a position to both candidates. Chief Burgess and A/Chief Nixon have finished interviewing eight FF-EMT candidates

today and we are looking toward December 19<sup>th</sup>, 2016 for process announcements and background checks to fill those positions, should the Budget be approved.

A/Chief Nixon updated the Board on the following:

- He recently attended an NFA emergency planning class in Emmitsburg MD. A/Chief Nixon expressed that it was informative and provided a good opportunity to meet colleagues from around the County.
- We will be conducting Lieutenant promotional interviews to permanently fill A/Chief Bjurstrom's old position by the 1<sup>st</sup> of the year. Chief Burgess will announce the selection at the next Board Meeting and will coordinate the swearing in and pinning with A/Chief's Bjurstrom's ceremony.

A/Chief Watson updated the Board on the following:

- There was a second work party for the 9/11 Memorial which built out the wall structure. Dale Togstad has plans for the foundation and pit. Togstad and Larry Rucker proposed a dynamic component to the memorial, but it was decided that a static monument would be best. They are currently out of block bricks, which have been ordered in preparation for the next work party in January. The project is still well under budget and under the supervision of the GHFFA (Gig Harbor Fire Fighter's Association).
- A-17 medic unit went into service last week. There are still some issues which need resolving, including the door locks and refrigeration system.
- As budgeted, we are awaiting a new medic unit, which should be delivered in the third or fourth quarter of the year.
- On November 29<sup>th</sup>, B-Shift units responded to an eight-car freeway accident. B/Chief Lance O'Leary directed the units well, however while Medic 51 was on the shoulder, Tacoma Fire Medic #4 pulled close and connected with the front door, pulling it back. The District 5 driver, FF Matthew Berry, practiced excellent safety with the close call and there were no resultant injuries. Tacoma Fire will be fixing the unit.
- Attorney Joe Quinn and A/Chief Watson have continued work on the underground storage unit bids. The estimate including permits is a "best-case scenario" of \$15,000, though \$10,000 was originally budgeted for the project.

Chief Burgess updated the Board on the following:

- The Tacoma Police Department recently lost an officer in the Line of Duty. B/Chief Todd Meyer was part of the incident management team handling the memorial service. Chief Burgess expressed his appreciation of Meyer's professionalism and good work. B/C Meyer stated that it was a tragic event that he would never wish on any department,

but that it was good to see involvement from the Tacoma PD, Pierce County, and the incident management team all come together to honor Officer Jake Gutierrez and support his family. Commissioner Nelson affirmed that the service and procession went extremely well and ran smooth. He made note that Seattle PD sent officers to help staff so that Tacoma officers could be part of the service.

- Chief Burgess thanked Brad Harris for organizing and leading this year's Santa runs. It is a fantastic program that is always well-received by the community. The Santa runs and Health and Safety Expo are the most popular community outreach events each year.

### **Standing Committee Reports**

There were no Standing Committee Reports.

### **Old Business**

There was no Old Business.

### **New Business**

Chief Burgess provided a Levy Certification Update. He informed the Board of the need to assign signature authority for the certification, as he will be on vacation until the New Year. The preliminary A.V.'s (assessed values) have been completed, but the final A.V.'s won't be ready until the week after Christmas and the response must be made in three to four days. Commissioners Sutich and Nelson moved and seconded to give A/Chief Watson signature authority. With no further discussion, the motion carried.

A/Chief Watson introduced Resolution 2016-17 declaring our oldest ambulance and brush truck chassis as surplus to the needs of the district. A/Chief Watson recommended the Board adopt this Resolution as presented. Commissioners Entze and Nelson moved and seconded a motion to adopt Resolution 2016-17 as presented, declaring the two vehicles as surplus to the needs of the district and authorized disposal. With no further discussion, the motion carried unanimously by roll call vote.

A/Chief Watson introduced Resolution 2016-18 declaring old life packs and AEDs as surplus to the needs of the district. D/Chief Johnson has been purging the District of outdated and old equipment. A/Chief Watson recommended the Board adopt this Resolution as presented. Commissioners Entze and Sutich moved and seconded a motion to adopt Resolution 2016-18 as presented, declaring the life packs as surplus to the needs of the district and authorized disposal. With no further discussion, the motion carried unanimously by roll call vote.

A/Chief Watson introduced Resolution 2016-19 declaring outdated TRT equipment surplus to the needs of the district. The TRT Team has identified outdated and expired items, including webbing, kits, block and tackle, and cord. A/Chief Watson recommended the Board adopt this

Resolution as presented. Commissioners Entze and Sutich moved and seconded a motion to adopt Resolution 2016-19 as presented, declaring the TRT equipment as surplus to the needs of the district and authorized disposal. With no further discussion, the motion carried unanimously by roll call vote.

### **Public Comment**

Citizen K. Kreitzer stated that he watched the funeral procession for the fallen Tacoma Police Officer Jake Gutierrez and noted the presence of Engine 56. He stated that it felt good to see the support and involvement of the organization.

### **District #5 Member Comment**

There was no District #5 Member Comment.

### **Good of the Order**

A motion was made by Chairman Duncan to cancel the Board Meeting of December 27<sup>th</sup>, 2016, as it is difficult for people to attend due to holidays and vacations. Chief Burgess agreed and does not anticipate any business or staffing needs during that time. Commissioner Nelson seconded the motion. With no further discussion, the motion carried unanimously by roll call vote.

Chief Burgess attended the Chamber of Commerce public forum last Thursday and shared that they are putting together a class on how to exercise and eat healthier. He would like to check with the training department about offering voluntarily participation in the class, if desired. Commissioner Sutich agreed and thinks the class would be well worth it.

There is a GHFFA meeting to be held this evening.

Chairman Duncan announced the signing of documents.

### **Special Interests/Upcoming Events**

The Department will be celebrating the 2016 Holidays.

There being no further business to discuss, Chairman Duncan adjourned the meeting at 5:38 p.m. No further business was introduced and the motion carried. The next regularly scheduled meeting will be held Tuesday, January 10<sup>th</sup> at 5:00 p.m.

\_\_\_\_\_  
Attest: District Secretary

\_\_\_\_\_  
Chairman Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner