



Gig Harbor Fire & Medic One

COMMISSIONERS' MEETING MINUTES

September 27, 2022

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

Present: Commissioners Wilsie, Sutich, Entze and Urvina, F/C D. Doan, A/C P. Oldenburg, A/C Meyer, A/C J. Black, A/C J. Johnson, B/C S. Booth, Finance Director K. Hackmeister and EA T. VanderVaate

APPROVAL OF THE AGENDA

Commissioners Sutich and Urvina moved and seconded to approve the agenda as presented. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

COMMISSIONER ABSENCE

Commissioners Sutich and Entze moved and seconded to approve Commissioner Nelson's absence from today's meeting. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

COMMUNICATIONS

MINUTES AND BLANKET VOUCHERS

Commissioners Entze and Urvina moved and seconded to approve Minutes of the September 13, 2022 regular meeting. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

Commissioners Urvina and Sutich moved and seconded to approve Accounts Payable Vouchers 197978-198036 as set forth in the agenda for a total consideration of \$80,436.02. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

LOCAL 3390 REPORTS

CHIEFS REPORTS

Chief Doan reported:

- District is conducting another lateral paramedic hiring process with the intent of onboarding successful candidates by November 2022.
- He has been in touch with Krestin Bahr of Peninsula School District regarding potentially using their facilities to conduct hybrid board meetings until our boardroom technology is installed. Plan is to visit their facilities and bring a recommendation to the Board.
- PCHIT/PCSORT fire chiefs are meeting tomorrow to review report completed by

consultant and recommendation of chiefs.

- He attended a South Sound 911 Board meeting regarding single radio system – he is hopeful.
- He is conducting a two-day team meeting Thursday September 29 and Friday September 30 with the assistant chiefs to set objectives, goals and a new #1 priority for the District.
- Council member Robyn Denson is scheduled for a ride along with Station 51 on Friday, September 30.
- Assistant Chief Jason Black, Assistant Chief Scott Booth and Division Chief Tom Wescott all have their first days in their new roles on Monday, October 3rd.
- District is working with Local 3390 to get a MOA in place for a process to fill the Division Chief of Logistics vacancy.
- Presenting a citizen hero award at Station 50 on October 6.
- District staff are evaluating joining MRSC to leverage their vendor list and small works roster for capital and bond projects. May bring a proposal to our next meeting.
- October 11 the district is holding a flu and COVID vaccine clinic at 50 for District staff.
- Chief Meyer and Chief Waters have both returned from a wildland deployment.

STANDING COMMITTEE REPORTS

Commissioner Urvina reported that he attended a Budget Committee meeting, a Fleet and Facilities Committee meeting and a meeting with Hill International. Discussion followed.

FINANCIAL REPORT

Krystal Hackmeister presented the August 2022 financial report.

CHAIRMAN'S REPORT

OLD BUSINESS

- a. 2022 Bond Update. Chief Doan reported that Chief Johnson is working with Rice Fergus Miller on the training tower and support building projects. Chief Oldenburg reported he met with bond counsel and Northwest Mutual Advisors regarding a bond resolution that will be presented to the Board for action at a future meeting. They are also working on a preliminary statement.

NEW BUSINESS

- a. Collective Bargaining Agreements. Chief Doan reported that the Uniformed and Non-Uniformed Collective Bargaining Agreements are in the Board's packets and no action is requested at this meeting.
- b. Personal Services Contracts. Chief Doan presented the Personal Services Contracts for Jason Black and Scott Booth with a recommendation the Board approve as presented. Commissioners Sutich and Entze moved and seconded approval of both contracts. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.
- c. Personal Services Contracts MOAs. Chief Doan advised the Board the MOAs were necessary to change from annual vacation accrual to monthly in alignment with organizational changes. Commissioners Entze and Urvina moved and seconded approval of all proposed memorandums of agreement. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

- d. Resolution 2022-07 – Banking Signature Authority. Chief Oldenburg advised the Board that Resolutions 2022-07 to 2022-10 proposed on today’s agenda are housekeeping items that remove Chief Bjurstrom and Jenny Bruess and add Krystal Hackmeister for signature authority. Commissioners Sutich and Entze moved and seconded approval of Resolution 2022-07 as proposed. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.
- e. Resolution 2022-08 – Advance Travel Fund Custodian. Commissioners Sutich and Entze moved and seconded approval of Resolution 2022-08 as proposed. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.
- f. Resolution 2022-09 – Investment of District Funds – Finance Officer. Commissioners Sutich and Entze moved and seconded approval of Resolution 2022-09 as proposed. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.
- g. Resolution 2022-10 – Voucher Approval and Auditing Officers. Commissioners Sutich and Entze moved and seconded approval of Resolution 2022-10 as proposed. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.
- h. 2023 Budget – Presentation of First Draft. Chief Oldenburg reviewed the district’s approach to preparing a 2023 budget and advised the Board that a draft was presented to the Finance Committee prior to today’s meeting. Krystal Hackmeister presented the first draft of the 2023 budget, a higher level view than the Board has seen in previous years.

OPEN PUBLIC COMMENT


GOOD OF THE ORDER

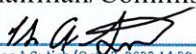
SPECIAL INTERESTS/UPCOMING EVENTS

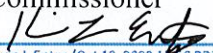
- 9/30/2022 – Municipal Roundtable presented by legal counsel.
- 10/1/2022 – Scarecrow Festival from 11a-4p @ Sehmel Homestead Park
- 10/26/2022 – Washington Fire Commissioner Association Annual Conference – Spokane, WA


ADJOURNMENT


There being no further business to discuss, Chairman Wilsie adjourned the meeting at 5:44pm.
 The next regular meeting will be 5:00pm on Tuesday, October 11, 2022.


 Alex Wilsie (Oct 13, 2022 16:14 PDT)
 Chairman/Commissioner


 Thomas A. Sutich (Oct 12, 2022 14:28 PDT)
 Commissioner


 Kevin L. Entze (Oct 12, 2022 14:26 PDT)
 Commissioner


 Bryce Nelson (Oct 20, 2022 12:43 PDT)
 Commissioner


 Joe Urvisa (Oct 12, 2022 12:03 PDT)
 Commissioner


 Attest: District Secretary