



Gig Harbor Fire & Medic One

COMMISSIONERS' MEETING MINUTES

December 13, 2022

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

Present: Commissioners Sutich, Wilsie, Entze (in person) Nelson and Urvina (Zoom), F/C D. Doan, A/Cs P. Oldenburg, T. Meyer, J. Johnson (in person) J. Black (Zoom), Finance Director K. Hackmeister (Zoom) and EA T. VanderVaate.

APPROVAL OF THE AGENDA

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

COMMISSIONER ABSENCE

COMMUNICATIONS

Letter from Northwest Mutual Advisors in agenda packets.

MINUTES AND BLANKET VOUCHERS

Commissioners Entze and Sutich moved and seconded approval of the November 22, 2022 meeting minutes. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

Commissioners Nelson and Wilsie moved and seconded approval of Accounts Payable Vouchers 198388-198508, Payroll Vouchers 198509-198525, ACH transfers and wire transfer fees as set forth in the agenda for a total consideration of \$2,751,099.40. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

LOCAL 3390 REPORTS

CHIEFS REPORTS

Chief Doan:

- Attended December 8 County Council meeting, thanked Derek Young for his service to the community.
- Attended December 12 City Council meeting – Robyn Denson's final City Council meeting before moving to County Council.
- Santa Runs last week were well received by the community, special thanks to Ben Olmstead for his work in putting together this week-long event to collect food and toy donations for the Fish Food Bank.
- Attended the PSCOC meeting at South Sound 911 on December 9. Have made a request

that South Sound 911 pay Hexagon for CAD to CAD work. Moves next to the Finance Committee, so far it has support.

- Having coffee tomorrow with South Kitsap Fire Chief to talk about how our agencies can better support each other.
- January 9, 2023, Jody Ferguson and Amy Gillespie from DEM will be attending our Command Staff meeting.
- IT consortium update – the District has engaged an IT consultant to perform an assessment and make a recommendation on moving IT back in house.
- HR Director position is open until filled; first read of applications will happen on December 15th.
- Last year we had to return some grant funds; Chief Oldenburg and Krystal Hackmeister reapplied and we were able to get those funds back.
- District staff are working through what to do with extra staffing. Discussion followed.
- District is participating in Unified Command training on December 19-20 with Gig Harbor Police and Gig Harbor High School.
- District staff are creating a 2023 work plan and will bring the plan to the Board in 2023 to get feedback as well as close out 2022 work plan.
- Time to work on performance evaluations.

STANDING COMMITTEE REPORTS

CHAIRMAN'S REPORT

2022 BOND UPDATE

Chief Oldenburg advised the Board that NW Mutual Advisors, Scott and his team, did a great job guiding District staff through the bond sale process. The bond sale officially closed on December 6 and funding is in our account at the County.

Chief Johnson advised the Board he is working with Rice Fergus Miller and the County on the training tower and support buildings and has a kickoff meeting for Stations 53/57 remodels scheduled for December 15. Discussion followed.

OLD BUSINESS

NEW BUSINESS

- A.** Resolution 2022-17 Canceling Checks and Warrants. Krystal Hackmeister advised the Board this resolution is presented as required by Revised Code of Washington. Commissioners Sutich and Entze moved and seconded approval of Resolution 2022-17 as presented. With no further discussion the **MOTION CARRIED** by unanimous roll call vote.
- B.** 2023 General Fire Levy Lid Lift. Chief Doan advised the Board that 2023 is year 6 of 6 of the District's general fire levy and suggested we start having discussions regarding a ballot measure in 2023. Discussion followed.
- C.** Rice Fergus Miller Architectural Contracts. Chief Johnson presented three AIA Contracts for the Board's approval advising the cost on one contract went down and two contracts went up in price for

an aggregate increase of approximately \$20,000.

Commissioners Entze and Sutich moved and seconded approval of AIA Contract G802-2017, Amendment to the Professional Services Agreement with Rice Fergus Miller for the Training Campus Design Revalidation Services (Phase 2) as presented. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

Commissioners Nelson and Wilsie moved and seconded approval of AIA Contract B101-2017 Standard form of Agreement regarding Station 53 as presented. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

Commissioners Nelson and Wilsie moved and seconded approval of AIA Contract B101-2017 Standard form of Agreement regarding Station 57 as presented. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

- D. 2023 Board Officer Nominations. Commissioner Wilsie called for nominations for the position of 2023 Board Chair. Commissioner Wilsie nominated Commissioner Joe Urvina for the position of Board Chair, Commissioner Sutich seconded. With no further nominations, Commissioner Wlsie confirmed Joe Urvina as the 2023 Board Chair. Commissioner Sutich nominated Commissioner Alex Wilsie for the position of Vice Chair, Commissioner Wilsie seconded. With no further nominations, Commissioner Wilsie was confirmed as the 2023 Vice Chair.
- E. Committee Assignments. After some discussion, Commissioner Sutich moved to the Fleet and Facilities Committee and Commissioner Nelson moved to the Policy and Procedure Committee. A brief discussion followed.

PUBLIC COMMENT

GOOD OF THE ORDER

Commissioner Wilsie advised everyone present the Fish Food Bank needs additional donations for 13-17-year boys/girls.

Commissioner Nelson thanked everyone and especially Ben Olmstead for his work on the Santa Runs.

SPECIAL INTERESTS/UPCOMING EVENTS

12/23/2022, 12/26/2022 and 1/2/2023 – Headquarters/50 will be closed in observance of holidays.

Reminder the December 27, 2022 Board meeting has been canceled.

ADJOURNMENT

There being no further business to discuss, Chairman Wilsie adjourned the meeting at 5:43pm. The next regular meeting will be 5:00pm on Tuesday, January 10, 2023.

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Chairman/Commissioner

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Alex Wilsie
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Commissioner

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Kevin Entze
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Dennis Doan
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Attest: District Secretary