



# Gig Harbor Fire & Medic One

## COMMISSIONERS' MEETING MINUTES

June 13, 2023

Chairman Urvina called the meeting to order at 5:00 p.m. and led the Pledge of Allegiance.

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

### APPROVAL OF THE AGENDA

Commissioners Sutich and Nelson moved and seconded approval of the agenda as presented. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

### COMMISSIONER ABSENCE

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

### COMMUNICATIONS

The agenda packet contains a thank you letter from the Fox Island Historical Society.

### MINUTES AND BLANKET VOUCHERS

Commissioners Wilsie and Nelson moved and seconded approval of the May 23, 2023 meeting minutes. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

Commissioners Nelson and Sutich moved and seconded approval of Accounts Payable Vouchers 199430-199542 as set forth in the agenda for a total consideration of \$483,069.54. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

### LOCAL 3390 REPORTS

### CHIEFS REPORTS

Chief Black reported:

- A/V upgrades are very close to being complete, waiting on one piece of equipment;
- WSRB rating is complete and came back favorably. A review meeting is scheduled.
- Announcement for hiring an IT Manager has been posted.
- Announcement for a Lead Mechanic will be posted soon, this will be for internal candidates only.
- SCBAs are coming up on expiration, new ones have been ordered and we hope to have

them by the end of the year.

Chief Meyer reported:

- The driver/operator process is underway this week with a total of 35 applicants.
- Work continues on updating response packages. Have met with Firecom, and their staff is working to update the CAD and test prior to rolling out.
- Going back to priority dispatching on 8/1/2023. This is A-E coding with Alpha being the lowest priority and E being the highest priority like cardiac arrest or house fire.
- District will be adding extra staffing for July 3-4, 2023. If conditions and call volumes warrant, the time may be extended.

Chief Booth reported:

- Focus Survey to evaluate our safety culture had 85% of eligible employees participate; Drexel is currently evaluating the responses to prepare a report for us.
- L&I FIRE program a grant application and two safety improvement plans (Cancer and Musculoskeletal injury) are due by the end of June.
- The Gig Harbor Maritime Festival was a big success; we gave away 30 life jackets and 130 helmets (both bicycle and multi-sport). All interactions were very positive.
- Several members of District staff attended a DEM workshop today for PC Alert. Was a great workshop.

Chief Oldenburg reported:

- Finance Division
  - State audit began last week.
  - Meeting with NW Municipal Advisors regarding first reporting requirements for reporting to the federal government.
  - Payroll has learned a lot with regard to PFML.
  - Holiday leave reporting to DRS is currently being investigated. More information will be brought to the Board as we learn more.
  - Washington CARES premiums will begin being collected July 1, 2023.
- Human Resources
  - Janelle Gunder, the HR Program Manager, is heavily involved in the Driver/Operator and promotional processes.
- Administration
  - District staff are working to update numerous district policies.

Chief Doan Reported:

- He continues to serve on steering committees for Penmet Parks.
- The Maritime Festival weekend was a lot of fun. Enjoyed judging the parade with Chief Busey.
- Today he participated in a risk assessment interview with the State Auditor's Office.
- He attended the recent Washington Fire Chiefs conference in Wenatchee and was elected to the Washington Fire Chiefs Board.
- The Pierce County Fire Chiefs board is continuing its work regarding obtaining more accurate call answering, call processing and dispatch time data from South Sound 911.

- The CAD to CAD project between South Sound 911 and Kitsap 911 continues to move forward. Hope to implement before the end of this year.
- DEM requested \$1.8 million in funding from South Sound 911. The PSCOC and Pierce County Fire Chiefs Board did not recommend moving the request forward for approval by the South Sound 911 Board. Discussion followed.
- Local 3390 has provided some information obtained from the IAFF regarding PFAS in turnout gear. There is a new report indicating PFAS may also be in duty uniforms. The Safety Committee is working to obtain information. The District takes safety seriously.
- Two community updates regarding the August 1 general levy are scheduled for June 14 and June 20.
- Fleet & Facilities and Finance Committee meetings are scheduled for June 14 and 15, respectively.

### **STANDING COMMITTEE REPORTS**

Commissioner Wilsie reported the Labor Management Committee met several times with members of Local 3390 and District staff to bargain regarding PFML premiums. The two sides were not able to come to an agreement. This matter is likely going to arbitration.

### **CHAIRMAN'S REPORT**

#### **2022 CAPITAL BOND PROJECTS UPDATE**

Chief Johnson reported regarding the status of the building permit process for the Station 53, 57, Training Tower Building and Training Support buildings. The Puyallup Tribe requested a Cultural Resource Study for the training campus. A study was conducted and no artifacts were found. We expect to receive the final report by the end of this month. Work continues with the City of Gig Harbor for domestic water for Station 58, the Training Tower/Support buildings. An announcement has been put out to establish a design committee for the rebuild of Station 51. We estimate the design process will take one year.

### **OLD BUSINESS**

#### **EXECUTIVE SESSION.**

At 5:28pm, Chairman Urvina announced a 30-minute Executive Session pursuant to RCW 42.30.110(1)(g) to review the performance of a public employee and RCW 42.30.140 to discuss collective bargaining negotiations. The meeting was called back to regular session at 5:58pm.

### **NEW BUSINESS**

- A.** Retiree Medical Program Application. Chief Black presented a Retiree Medical Program Application on behalf of Fleet Mechanic Mike Smith with the recommendation the Board approve the request. Commissioners Nelson and Wilsie moved and seconded approval of the Retiree Medical Program Application of Mike Smith. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.
- B.** Rice Fergus Miller AIA Contract for Station 51 Design. Chief Johnson reported to the Board that the contract had been reviewed by legal counsel and no changes were requested. This is a planned project currently budgeted for and unless the Board has any objections, Chief Doan will execute the contract for the work to move forward. No objections were raised.

**PUBLIC COMMENT**

**GOOD OF THE ORDER**

**SPECIAL INTERESTS/UPCOMING EVENTS**


June 14, 2023 Levy Information Presentation, 6:00pm @ Station 51, 6711 Kimball Drive, Gig Harbor.

June 20, 2023 Levy Information Presentation, 6:00pm @ Station 51, 6711 Kimball Drive, Gig Harbor.

**ADJOURNMENT**

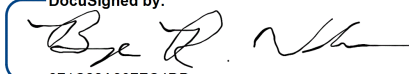
There being no further business to discuss, Chairman Urvina adjourned the meeting at 6:03pm. The next regular meeting will be 5:00pm on Tuesday, June 27, 2023.

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Chairman/Commissioner

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Attest: District Secretary