



# Gig Harbor Fire & Medic One

## COMMISSIONERS' MEETING MINUTES

June 27, 2023

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

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

### APPROVAL OF THE AGENDA

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

### VOLUNTEER RECOGNITION

Chief Booth presented Volunteer Medical Responders Chelsea Smith and Scott Hagadorn with certificates and thanked them for their years of service to the District. Chief Meyer presented Volunteer Firefighter Steve Nixon with a certificate and thanked him for his years of service to the District, noting that Nixon began as a volunteer, became a career firefighter, retired as Assistant Chief of Operations and retired, only to come full circle and volunteer as a firefighter for another two years. The District is ending its volunteer program effective June 30, 2023 and everyone acknowledged our volunteers for their service and dedication to the District and its citizens.

### COMMISSIONER ABSENCE

### COMMUNICATIONS

### MINUTES AND BLANKET VOUCHERS

Commissioners Sutich and Nelson moved and seconded approval of the June 13, 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 199559-199630, Payroll Vouchers 19543-199558, and ACH transfers as set forth in the agenda for a total consideration of \$2,851,568.65. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

### LOCAL 3390 REPORTS

### CHIEFS REPORTS

Chief Booth reported:

- The safety improvement plans and grant application for the L&I Fire program have been submitted. We should hear by late August if the grant is awarded.

Chief Black reported:

- Sunday, June 25, 2023, the District responded to a small brush fire that was upgraded to a large fire event. A second alarm was called, and multiple surrounding agencies assisted. All crews did a great job knocking it down quickly and protecting nearby structures, there were no injuries, and we have received good feedback.

Chief Meyer reported:

- The driver/operator process is complete, and a list will be coming out by the end of the week.
- Today is Lieutenant Jaron Spoja's (Station 56, D-Shift) last shift after over 20 years with the District. There will be a tone-out ceremony at 0800 on June 28, 2023, at Station 56. All are welcome to attend to thank Jaron for his service and wish him well in retirement.
- The Training Division has recently held several regional training classes at 50, and the District is hosting a regional DNR meeting tomorrow.
- Operations will be up staffing July 3-4, 2023.

Chief Doan reported:

- This is the first year no fireworks are allowed in the City of Gig Harbor. The Gig Harbor police department will be responding to complaints.
- He and Chief Booth met with CERT team leaders this afternoon and outlined expectations. It was a good meeting.
- He has been participating on two PenMet Parks steering committees. The last meeting for a proposed senior center was yesterday, and the last for an aquatic center was today. He couldn't attend today's meeting because it conflicted with our Board meeting. This completes his obligation to those committees.
- He will be attending a meeting with Rice Fergus Miller representatives tomorrow to kick off the Station 51 design project.
- He will be doing a ride-along at Station 51 on Thursday.
- He and the Command Staff team have agreed to move IT from the Logistics Division to the Admin Division. Chief Black will work closely with Chief Oldenburg during the transition; work continues to hire an Information Systems Manager.

## **STANDING COMMITTEE REPORTS**

Chairman Urvina reported that a State Auditor interviewed him as a member of the Finance Committee. He also reported that the Fleet and Facilities Committee and Finance Committee met with District staff (June 14, 2023) and asked Commissioner Sutich if he wanted to report. Commissioner Sutich said he would report later. Chief Doan advised that District Staff will be doing a presentation for the full Board at an upcoming meeting.

## **FINANCE REPORT**

Krystal Hackmeister advised the Board that the State Auditor will be conducting an entrance conference and asked the Board's preference for that to be handled in an open public meeting or by Finance Committee members. After a brief discussion, it was decided that Committee members would participate in the entrance conference.

Krystal Hackmeister presented the May 2023 Financial Report noting everything is as expected except in the Capital Fund Budget. Station 53 spending is ahead of schedule due to projects moving faster than predicted.

**CHAIRMAN’S REPORT**

**2022 BOND UPDATE**

Chief Johnson reported that the Training Campus permitting process and the permitting process for Stations 53 and 57 are underway. He expects to complete a water service agreement for service to Station 58, the Training Tower, and Training Support Buildings by the end of next week. An announcement to form a Station 51 Design Committee closed last week, and there is a kickoff meeting with Rice Fergus Miller tomorrow.

**OLD BUSINESS**

**NEW BUSINESS**

A. Resolution 2023-08 Canceling Checks-Warrants. Krystal Hackmeister presented Resolution 2023-08 to the Board with a request to approve as proposed. After a brief discussion, Commissioners Nelson and Entze moved and seconded approval of Resolution 2023-08. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

**PUBLIC COMMENT**

**GOOD OF THE ORDER**

**SPECIAL INTERESTS/UPCOMING EVENTS**

**ADJOURNMENT**

There being no further business to discuss, Chairman Urvina adjourned the meeting at 5:28pm. The next regular meeting will be 5:00pm on Tuesday, July 11, 2023.

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*Dennis Doan*  
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Attest: District Secretary

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Chairman/Commissioner  
*Alex Wilkie*  
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Commissioner  
*Kevin Entze*  
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Commissioner  
*Tom Sutich*  
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Commissioner  
*Bryce Nelson*  
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Commissioner