



Gig Harbor Fire & Medic One

COMMISSIONERS' MEETING MINUTES

September 26, 2023

Chairman Urvina called the meeting to order at 5:01 p.m. and led the Pledge of Allegiance.

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

APPROVAL OF THE AGENDA

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

COMMISSIONER ABSENCE

COMMUNICATIONS

MINUTES AND BLANKET VOUCHERS

Commissioners Entze and Wilsie moved and seconded approval of the September 12, 2023 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 200024-200081, Payroll Vouchers 200007-200023, and ACH transfers as set forth in the agenda for a total consideration of \$2,817,970.29. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

LOCAL 3390 REPORTS

CHIEFS REPORTS

Chief Black reported:

- Station 52 will be closed for approximately three additional weeks due to ongoing scheduled maintenance. Crews responding out of Station 53.
- Interviews this week for a mechanic position, hope to onboard a candidate by November 1.
- Engine Spec Committee is getting very close to being able to place an order. Has an updated spec sheet for anyone interested to look at after the meeting.

Chief Booth reported:

- L&I grant money has been received and PFAS free hoods have been ordered. A dryer and extractor for the new training facility have also been ordered.
- Will be attending a two-day workshop next week with Christopher Bracken to learn the results of our recent Safety Survey and look forward to what we learn and what the recommendations are, if any.
- The District recently co-hosted an event with FICRA and DEM at Station 53. Approximately

40 people attended. Chief Meyer presented regarding wildland fires and DEM presented regarding evacuations and sheltering in place.

Chief Doan reported:

- He had lunch with Chief Hurley of Tumwater Fire today.
- The Washington Fire Chiefs Board has a position that serves as a representative to the Western Fire Chiefs – he has been moved to that position and will now sit on both boards in the capacity of a representative of the Washington State Chiefs to the Western Fire Chiefs.
- He has started recording a series of leadership videos that are being put on Vector Solutions for District Staff. New videos will launch approximately every two weeks.
- On October 6 two teams from the District will participate in the Pull for a Soldier event that benefits the Permission to Start Dreaming Foundation.
- District staff are evaluating our level of service in a variety of areas, specifically specialty teams, and our EMS Division. The current recommendation from staff is to reduce our level of service for Hazmat response from Tech Level to Ops Level. Discussion followed. No objections were voiced.

STANDING COMMITTEE REPORTS

Commissioner Sutich reported that the Insurance Committee attended a meeting with Fournier Insurance regarding the Westside Central Group Policy renewal for 2024. The District's premiums will be increasing by just under 18% in 2024. Discussion followed.

FINANCE REPORT

Krystal Hackmeister, Finance Director, presented the August 2023 financial report.

CHAIRMAN'S REPORT

2022 CAPITAL BOND PROJECTS UPDATE

Chief Johnson updated the Board regarding the current status of 2022 Bond funded projects. Discussion followed.

OLD BUSINESS

NEW BUSINESS

- 2024 Budget – Presentation of First Draft.** Krystal Hackmeister presented the first draft of the 2024 Budget. Discussion followed.
- SAAS Contract: UKG Ready for HR and Payroll Software.** Krystal Hackmeister presented two Software as a Service Contracts - UKG Ready for HR and Payroll Software, and Tyler Technologies for Financial System Software, explaining that neither software was budgeted for in 2023, and the expenses exceed \$50,000, therefore requiring Board approval. Both contracts have been reviewed by legal counsel. Discussion followed. Commissioners Nelson and Sutich moved and seconded a motion to approve SAAS Contract for UKG Ready for HR and Payroll Software. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.
- SAAS Contract: Tyler Technologies for Financial System Software.** Commissioners Nelson and Wilsie moved and seconded approval of SAAS Contract for Tyler Technologies for Financial System Software. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

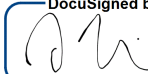
PUBLIC COMMENT

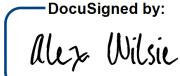
GOOD OF THE ORDER

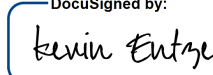
SPECIAL INTERESTS/UPCOMING EVENTS

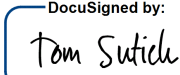
ADJOURNMENT


There being no further business to discuss, Chairman Urvina adjourned the meeting at 6:03 pm.
The next regular meeting will be 5:00pm on Tuesday, October 10, 2023.

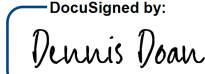
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Chairman/Commissioner

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Attest: District Secretary