



Gig Harbor Fire & Medic One

AGENDA
Commissioners' Meeting
March 25, 2025
5:00 P.M.

1. Call to Order/Pledge of Allegiance
2. Approval of the Agenda
3. Recognitions
 - a. Medal of Merit
 - b. Citizen Lifesaver Award
4. 15-Minute Recess
5. Commissioner Absence
6. Communications
7. Approve minutes from **March 11, 2025**, Commissioner meeting.
8. Accounts Payable & Payroll Approvals

Accounts Payable (Checks)	
Check #1321 – 1345, 1356 -- 1381	\$1,996,099.88
ACCOUNTS PAYABLE TOTALS	\$1,996,099.88

Payroll (Checks & ACH Transfers)	
Check # 1346 – 1355	\$199,440.18
ACH Payroll Transfer (Drafts)	\$276,538.72
ACH Payroll Transfer	\$646,382.99
PAYROLL TOTALS	\$1,122,361.89

GRAND TOTAL CHECKS & ACH TRANSFERS	\$3,118,461.77
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9. Local 3390 Reports
10. Chiefs Reports
11. Standing Committee Reports
12. Chairman's Report
13. 2022 Bond Update
14. **OLD BUSINESS**

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Gig Harbor Fire & Medic One

15. **NEW BUSINESS**

16. Open Public Comment (state your name for the record, you will have 3 minutes)

17. **GOOD OF THE ORDER**

18. **SPECIAL INTERESTS/UPCOMING EVENTS**

Adjourn Meeting. Next regular meeting: **Tuesday, April 8, 2025, at 5:00 PM**

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Gig Harbor Fire & Medic One

COMMISSIONERS' MEETING MINUTES

March 11, 2025

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

Present: Commissioners Entze, Wilsie, Sutich, Nelson and Urvina; Fire Chief D. Doan; Deputy Chief's P. Oldenburg, S. Booth, N. Langlow, J. Johnson, Division Chief S. Peterson, Finance Director K. Hackmeister, IAFF Local 3390 member, IS Manager T. Wagenmann, Executive Assistant L. Medved, FF/Paramedic C. Pinero, and HR Manager, J. Gunder.

APPROVAL OF THE AGENDA

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

COMMISSIONER ABSENCE

COMMUNICATIONS

MINUTES AND VOUCHERS

Commissioners Wilsie and Sutich moved and seconded approval of the February 25, 2025, meeting minutes. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

Commissioners Nelson and Urvina moved and seconded a motion to approve accounts payable checks #1213 – 1247, 1262 – 1320 and payroll checks #1248 – 1261 and ACH payroll transfers, as outlined in the agenda for a total consideration of \$2,502,651.50. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

LOCAL 3390 REPORTS

CHIEFS REPORTS

FC Doan reported:

- WSRB re-rating on Fox Island: Improved from 9 to 4/5.
- Shift from 5-Year Strategic Plan to Annual Work Plans: The Work Plan is a living document, updated in real time, with tasks that may span multiple years.
- 2025 Thematic Goal: Complete ongoing initiatives ("Finish What We Started").
- Chief's Goals: Enhance labor relations and build a cohesive Command Staff to drive the department's progress.

DC Langlow reported:

2024 Achievements

- Set record with 7,531 alarms and conducted over 20,000 hours of training.
- Specialized training efforts, including marina fire training, hazmat, EMIR, wildland, active shooter drills, and integrated SCBA mask-radios.
- Strengthened public education through station tours and new hire mentoring.
- Facilitated Lieutenant and Battalion Chief academies.

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- Updated 5,400+ response plans and optimized resource deployment by reevaluating alpha-level responses.
- Implemented a pilot dash camera program on Battalion 51.
- AED donations to GHPD.

Long-Term Care Facility Non-Emergent Initiative (Presented by Crystal Pinero)

- The presentation addressed inefficiencies in 911 services and long-term care facilities.
- Identified 20 priority facilities (skilled nursing, assisted living, adult family homes) with inefficiencies.
- Data shows 703 of 1,688 facility calls were non-emergent and could potentially be resolved internally.
- Goals: Reduce unnecessary hospital transfers to improve patient outcomes and ease resource strain.
- Future plans include staff training at facilities, conducting data-driven follow-ups and be involved in broader community engagement.

2025 Workplan

- Conduct staffing analysis, onboard new hires and laterals, plan for upcoming promotions.
- Refine EMS levels of service and explore staffing plans during closures.
- Spec/Build/Train/Implement new Type 1 and Type 3 fire engines, transport units, tender, and battalion vehicle.
- Evaluate the need for a ladder truck to fill gaps in the community's coverage.
- Expand EMT training and develop in-house instructor capabilities, enhance career training roadmaps.
- Expand training infrastructure, including operational and business plans for a training campus.
- Continue the Long-Term Care Facility Education Program.

DC Oldenburg reported:

2024 Achievements

- Migrated to Microsoft 365 and upgraded station alerting system upgrades.
- Progressed on Station 50 repairs.
- Enhanced operational efficiency through policy standardization.
- Addressed procurement and facility/inventory challenges.

2025 Workplan

- Complete Station 50 repairs by end of April.
- Implement Tyler Technology system (go-live for payroll and HR in mid-July).
- Focus on facility upgrades and logistics integration (procurement and medical supplies).
- Advance IT and communication systems (e.g., Teams phone system, website updates, Intterra, Radio Over IP (ROIP)).
- Streamline HR files, forms, policies and procedures.
- Oversee budget and bond sale planning to ensure alignment with project timelines and resources.

DC Booth reported:

2024 Achievements

- Advanced community risk reduction and preparedness by focusing on wildfire education, traditional fire prevention, and fall prevention efforts.
- Improved firefighter safety via the L&I FIIRE program, securing grants for equipment like extractors and dryers.

- Improved wellness initiatives, including station alerting (volume and tones), decontamination procedures and expanded peer fitness team to seven members.
- Advanced fire prevention efforts, including virtual burn permits and community risk reduction projects. Worked closely with water purveyors to improve hydrant maintenance and testing.

2025 Workplan

- Grail cancer blood testing. (86 members participated on 3/4/25)
- Continue L&I FIIRE program and focus on carcinogen safety and musculoskeletal injury prevention.
- Rebuild fire prevention programs with new hires for public education, administrative assistant, and inspection roles.
- Update emergency preparedness plans and continue community risk reduction.

DC Johnson reported:

2024 Achievements

- Station 53 is open and staffed, Station 57 is nearly complete, and Station 50 is nearing completion.
- Construction began on the training campus, with completion expected in 2025 and 2026.
- Ongoing communication with the city to finalize Station 51 design plans. (April 1st public hearing for permits)

2025 Workplans

- Complete closeouts for Stations 50, 53, and 57.
- Continue work on Station 51 and the training campus.
- Design plans for Stations 58 and 59, potentially considering new builds due to code changes.

STANDING COMMITTEE REPORTS

CHAIRMAN'S REPORT

2022 CAPITAL BOND PROJECTS UPDATE

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

GOOD OF THE ORDER

SPECIAL INTERESTS/UPCOMING EVENTS

- Medal of Merit ceremony during the beginning of the Board meeting on March 25, 2025.

EXECUTIVE SESSION

At 6:54 p.m., Chairman Entze announced a 30-minute Executive Session as allowed by RCW 42.30.110(1)(g) to review the performance of a public employee. No action taken. Will reconvene at 7:25 p.m.

Chairman Entze reconvened the meeting at 7:25 p.m. No action taken.

ADJOURNMENT

There being no further business to discuss, Chairman Entze adjourned the meeting at 7:25 p.m.
The next regular meeting will be on Tuesday, March 25, at 5:00 p.m.

Chairman/Commissioner

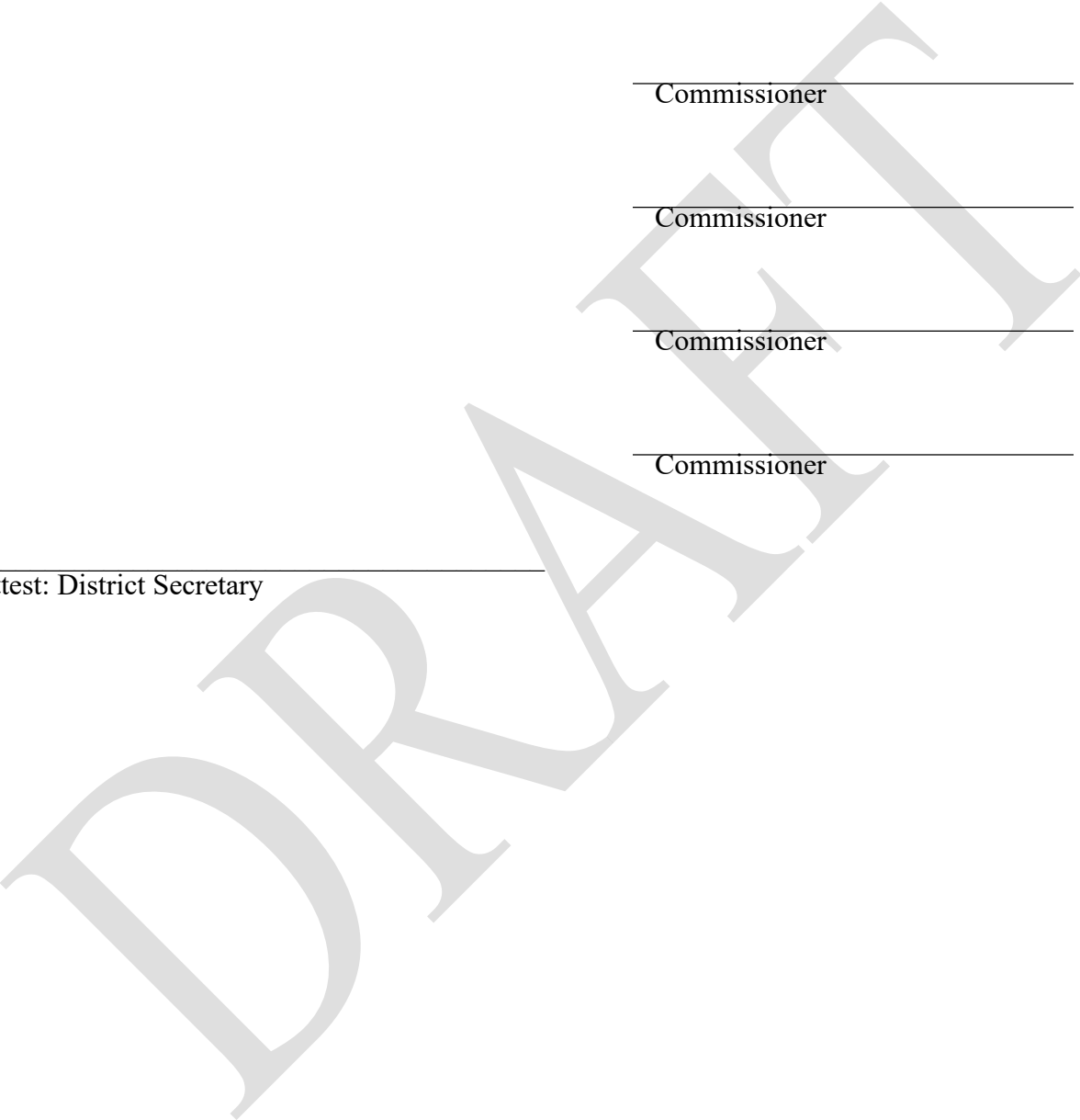
Commissioner

Commissioner

Commissioner

Commissioner

Attest: District Secretary



Checks/Bank Drafts Issued 3/11/25 - 3/25/25
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ACCOUNTS PAYABLE:

						Dollar Amount		TOTAL
Check Numbers:	1321	through	1345	General Fund	\$	514,038.02	\$	514,038.02
	1346	through	1355	Payroll	\$	199,440.18	\$	199,440.18
	1356	through	1376	General Fund	\$	220,523.36	\$	220,523.36
	1377	through	1380	Capital Fund	\$	1,254,826.00	\$	1,254,826.00
	1381	through	1381	General Fund	\$	6,712.50	\$	6,712.50
Bank Drafts:	DFT0000644	through	DFT0000651	Payroll	\$	276,538.72	\$	276,538.72
ACCOUNTS PAYABLE TOTAL:							\$	2,472,078.78
ACH Payroll Transfer:					\$	646,382.99	\$	646,382.99

GRAND TOTAL ACCOUNTS PAYABLE & PAYROLL: \$ 3,118,461.77

** ALL CHECKS WERE PRINTED BY PCFD5 **
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CHECK APPROVAL:

March 25, 2025
APPROVED BY Perry Oldenburg

PAYROLL:		Dollar Amount	TOTAL
Check Nos:	1346 through 1355 (Benefit & L&I Monthly Payment)	\$ 199,440.18	\$ 199,440.18
	ACH Payroll Transfer Amount:	\$ 646,382.99	\$ 646,382.99
	Decision Point ACH Payroll Transfer Amount:	\$ 121,658.46	\$ 121,658.46
	Div of Child Support ACH Payroll Transfer Amount:	\$ 439.50	\$ 439.50
	Fidelity ACH Payroll Transfer Amount:	\$ 9,720.00	\$ 9,720.00
	941 ACH Payroll Transfer Amount:	\$ 144,720.76	\$ 144,720.76

GRAND TOTAL ACCOUNTS PAYABLE & PAYROLL: \$ 1,122,361.89



Pierce County Fire Protection District No.5

Check Report

By Check Number

Date Range: 03/11/2025 - 03/25/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Payroll-Payroll						
14	Internal Revenue Service - EFTPS	03/25/2025	Bank Draft	0.00	144,720.76	DFT0000644
73	DECISION POINT	03/25/2025	Bank Draft	0.00	40,471.96	DFT0000645
73	DECISION POINT	03/25/2025	Bank Draft	0.00	30,412.39	DFT0000646
73	DECISION POINT	03/25/2025	Bank Draft	0.00	4,562.32	DFT0000647
73	DECISION POINT	03/25/2025	Bank Draft	0.00	46,211.79	DFT0000648
283	DSHS - DIV OF CHILD SUPPORT	03/25/2025	Bank Draft	0.00	439.50	DFT0000649
303	FIDELITY INVESTMENTS	03/25/2025	Bank Draft	0.00	9,220.00	DFT0000650
303	FIDELITY INVESTMENTS	03/25/2025	Bank Draft	0.00	500.00	DFT0000651

Bank Code Payroll Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	8	8	0.00	276,538.72
EFT's	0	0	0.00	0.00
	8	8	0.00	276,538.72

Check Report

Date Range: 03/11/2025 - 03/25/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Pooled Cash-Pooled Cash						
700	BRAUN NORTHWEST INC	03/11/2025	Regular	0.00	353,154.05	1321
576	INSIGHT PUBLIC SECTOR	03/11/2025	Regular	0.00	2,792.09	1322
700	BRAUN NORTHWEST INC	03/20/2025	Regular	0.00	523.14	1323
108	C.W. NIELSEN MFG. CORP.	03/20/2025	Regular	0.00	772.92	1324
836	CARDINAL HEALTH 112 LLC	03/20/2025	Regular	0.00	2,080.31	1325
VEN00058	Catalyst Workplace Activation	03/20/2025	Regular	0.00	1,518.70	1326
VEN00033	Danard Electric Inc	03/20/2025	Regular	0.00	41,766.60	1327
474	DM RECYCLING	03/20/2025	Regular	0.00	259.81	1328
542	GALLS LLC	03/20/2025	Regular	0.00	3,937.13	1329
52	GIG HARBOR CITY OF	03/20/2025	Regular	0.00	695.77	1330
517	GRAINGER	03/20/2025	Regular	0.00	772.68	1331
3286	HAAS, JOSEF MAX	03/20/2025	Regular	0.00	201.00	1332
3228	HERITAGE-CRYSTAL CLEAN LLC	03/20/2025	Regular	0.00	88.32	1333
2283	HUGHES FIRE EQUIPMENT INC	03/20/2025	Regular	0.00	1,171.37	1334
576	INSIGHT PUBLIC SECTOR	03/20/2025	Regular	0.00	93,381.32	1335
212	LAWSON PRODUCTS	03/20/2025	Regular	0.00	1,083.67	1336
528	LIFE ASSIST INC	03/20/2025	Regular	0.00	512.31	1337
294	MONROE, TRAVIS	03/20/2025	Regular	0.00	84.00	1338
1359	MURREYS DISPOSAL CO INC	03/20/2025	Regular	0.00	1,944.27	1339
215	PAPE KENWORTH NORTHWEST	03/20/2025	Regular	0.00	477.87	1340
98	PRENTICE PERFECT CLEANING LLC	03/20/2025	Regular	0.00	5,600.00	1341
310	PUBLIC SAFETY PSYCHOLOGICAL SVCS	03/20/2025	Regular	0.00	480.00	1342
99	SEAWESTERN INC	03/20/2025	Regular	0.00	245.18	1343
1474	WASHINGTON WATER SERVICE - 1	03/20/2025	Regular	0.00	356.54	1344
2001	WHISTLE WORKWEAR	03/20/2025	Regular	0.00	138.97	1345
1925	AFLAC	03/20/2025	Regular	0.00	1,829.62	1346
107	DEPT LABOR & INDUSTRIES	03/20/2025	Regular	0.00	52,942.58	1347
67	EMPLOYMENT SECURITY DEPT - PFMLA	03/20/2025	Regular	0.00	8,665.28	1348
388	GIG HARBOR PENINSULA FF ASSOCIATION	03/20/2025	Regular	0.00	370.00	1349
VEN00085	MICHAEL G. MALAIER, TRUSTEE	03/20/2025	Regular	0.00	100.07	1350
2307	VISION SERVICE PLAN - AT	03/20/2025	Regular	0.00	115.46	1351
515	WA CARES FUND - LTC	03/20/2025	Regular	0.00	1,661.79	1352
525	WASHINGTON PER SYSTEM EMP	03/20/2025	Regular	0.00	13,890.02	1353
980	WASHINGTON STATE TREASURER	03/20/2025	Regular	0.00	8,562.50	1354
526	WLEO & FFR SYSTEM EMPE	03/20/2025	Regular	0.00	111,302.86	1355
1303	BOOTH, SCOTT	03/21/2025	Regular	0.00	301.00	1356
108	C.W. NIELSEN MFG. CORP.	03/21/2025	Regular	0.00	297.28	1357
3120	CENTRAL WELDING SUPPLY	03/21/2025	Regular	0.00	1,708.43	1358
3005	CINTAS CORP	03/21/2025	Regular	0.00	232.60	1359
2478	COMCAST	03/21/2025	Regular	0.00	10.54	1360
8	CURTIS LN & SONS	03/21/2025	Regular	0.00	1,271.73	1361
261	DOBBS PETERBILT - TACOMA 1	03/21/2025	Regular	0.00	263.07	1362
3219	EMS TECHNOLOGY SOLUTIONS	03/21/2025	Regular	0.00	15,025.90	1363
341	ERIC T QUINN PS	03/21/2025	Regular	0.00	818.50	1364
44	FIDELITY SOLUTIONS	03/21/2025	Regular	0.00	4,286.85	1365
484	FINNESETH, TREVOR	03/21/2025	Regular	0.00	210.60	1366
542	GALLS LLC	03/21/2025	Regular	0.00	185.98	1367
517	GRAINGER	03/21/2025	Regular	0.00	4,942.58	1368
2283	HUGHES FIRE EQUIPMENT INC	03/21/2025	Regular	0.00	48.77	1369
576	INSIGHT PUBLIC SECTOR	03/21/2025	Regular	0.00	1,710.37	1370
529	MACDONALD MILLER FACILITY SOLUTIONS LLC	03/21/2025	Regular	0.00	8,880.96	1371
260	MILLIMAN	03/21/2025	Regular	0.00	4,250.00	1372
VEN00040	Pease Construction	03/21/2025	Regular	0.00	108,805.35	1373
99	SEAWESTERN INC	03/21/2025	Regular	0.00	61,301.24	1374
80	SPRAGUE PEST SOLUTIONS	03/21/2025	Regular	0.00	324.03	1375
3004	WILCOX & FLEGEL	03/21/2025	Regular	0.00	5,647.58	1376
365	CAPITOL DUCT CLEANING	03/21/2025	Regular	0.00	4,454.80	1377
602	MATERIALS TESTING & CONSULTING INC	03/21/2025	Regular	0.00	3,913.75	1378
VEN00040	Pease Construction	03/21/2025	Regular	0.00	1,243,994.95	1379
506	MSTEFANOVIC CONSULTING LLC	03/21/2025	Regular	0.00	2,462.50	1380



Check Report

Date Range: 03/11/2025 - 03/25/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
506	MSTEFANOVIC CONSULTING LLC	03/21/2025	Regular	0.00	6,712.50	1381
73	DECISION POINT	03/25/2025	Bank Draft	0.00	-40,471.96	DFT0000645
73	DECISION POINT	03/25/2025	Bank Draft	0.00	40,471.96	DFT0000645
73	DECISION POINT	03/25/2025	Bank Draft	0.00	-30,412.39	DFT0000646
73	DECISION POINT	03/25/2025	Bank Draft	0.00	30,412.39	DFT0000646
73	DECISION POINT	03/25/2025	Bank Draft	0.00	-4,562.32	DFT0000647
73	DECISION POINT	03/25/2025	Bank Draft	0.00	4,562.32	DFT0000647
73	DECISION POINT	03/25/2025	Bank Draft	0.00	-46,211.79	DFT0000648
73	DECISION POINT	03/25/2025	Bank Draft	0.00	46,211.79	DFT0000648
283	DSHS - DIV OF CHILD SUPPORT	03/25/2025	Bank Draft	0.00	439.50	DFT0000649
283	DSHS - DIV OF CHILD SUPPORT	03/25/2025	Bank Draft	0.00	-439.50	DFT0000649
303	FIDELITY INVESTMENTS	03/25/2025	Bank Draft	0.00	-9,220.00	DFT0000650
303	FIDELITY INVESTMENTS	03/25/2025	Bank Draft	0.00	9,220.00	DFT0000650
303	FIDELITY INVESTMENTS	03/25/2025	Bank Draft	0.00	500.00	DFT0000651
303	FIDELITY INVESTMENTS	03/25/2025	Bank Draft	0.00	-500.00	DFT0000651

Bank Code Pooled Cash Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	121	61	0.00	2,195,540.06
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	7	14	0.00	0.00
EFT's	0	0	0.00	0.00
	128	75	0.00	2,195,540.06

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	121	61	0.00	2,195,540.06
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	15	22	0.00	276,538.72
EFT's	0	0	0.00	0.00
	136	83	0.00	2,472,078.78

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	3/2025	2,472,078.78
			2,472,078.78

Authorization Signatures

Pierce County Fire District 5

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the district, and that I am authorized to authenticate and certify to said claim.

Chair

Commissioner

Commissioner

Commissioner

Commissioner

District Secretary