



Gig Harbor Fire & Medic One

COMMISSIONERS' MEETING MINUTES

July 22, 2025

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

Present: Commissioners Urvina, Sutich, Nelson, and Wilsie; Fire Chief D. Doan; Deputy Chiefs P. Oldenburg and S. Booth, Division Chiefs S. Peterson and T. Wescott, IS Manager T. Wagenmann, Technology & Communications Specialist M. Herzog, Finance Director K. Hackmeister, Executive Assistant L. Medved, Educator CJ Martin, and Local 3390 (virtually).

APPROVAL OF THE AGENDA

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

INTRODUCTION

Deputy Chief Booth introduced CJ Martin, our new Public Educator who joined the department last month.

COMMISSIONER ABSENCE

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

COMMUNICATIONS

MINUTES AND VOUCHERS

Commissioners Sutich and Wilsie moved and seconded approval of the July 8, 2025, meeting minutes. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

Commissioners Nelson and Wilsie moved and seconded a motion to approve accounts payable checks #1950 – 2026 and payroll checks 1937 – 1949, for a total consideration of \$1,749,622.71. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

LOCAL 3390 REPORTS

CHIEFS REPORTS

DC Booth reported:

- L&I Fire Grant approved; awarded approximately \$9,600 for equipment and training related to ground-level fall patients.

DC Oldenburg reported:

- Conditional offers have been extended to 7 lateral candidates. There are currently 2 vacancies, with an anticipated 4-5 retirements.

FC Doan reported:

- We are hosting three new hires at our house on 7/29 before graduating and starting their shift.
- Negotiations will begin on 8/19 and 8/20; we are coordinating dates with the commissioner committee.
- Addressed the ongoing challenge of supporting Key Peninsula as good neighbors without

compromising firefighter safety or becoming their primary responders. Chief Langlow met with their Deputy Chief to identify collaborative solutions and improve response coordination, with further discussion planned for the next meeting.

- Tacoma Fire is conducting a feasibility study for a potential RFA and has invited all neighboring agencies to a meeting on 8/12. Chiefs Langlow and Doan will attend to gather information. Staff were informed this is an early-stage discussion, with decisions to be based on data. Wilsie sees this as a possible path forward; we've committed to providing staffing data and are seeking feedback. A committee may form post-study to discuss governance and next steps.

STANDING COMMITTEE REPORTS

- Commissioners Nelson and Wilsie met as part of the Policy and Procedure Subcommittee to review the draft updates to the 1000-series. The final version will be brought to the board following feedback.

FINANCIAL REPORT

- Reviewed Q1 monthly financial reports; Q2 reports and 2024 year-end figures will be reviewed at the next meeting.

CHAIRMAN'S REPORT

2022 CAPITAL BOND PROJECTS UPDATE

FC Doan reported:

- **Stations 53/57:** Closing out paperwork.
- **Training Campus:** Things are progressing well.
- **Station 51:**
 - Parking issue has been resolved after the city approved a reduction in the required number of spaces, and a revised site plan is currently under review. Chief met with the Mayor to address the permitting process, noting the contrast between constructing a five-story propane burn tower without his involvement and the current level of weekly engagement on this project. The Mayor acknowledged the concern and is actively working to improve the process.
 - A potential partnership with Tesla will not proceed due to their requirement for 6 EV charging stations. Researching how other cities manage public EV charging, including third-party administration and options for recouping electricity costs.
 - Level 2 EV charging stations are approximately \$15,000, including equipment, infrastructure, and installation. Exploring federal grant funding.

OLD BUSINESS

- Commissioner Vacancy:
 - Developing a position announcement that will outline the term length, compensation, and application process. The announcement will also include links to relevant resources.
 - Coordinate with HR Manager Grunder to confirm her availability to facilitate the interview questions.
 - Process timeline:
 - **Vacancy Announcement:** August 4th (or sooner)
 - **Application Deadline:** August 21st
 - **Commissioner Review:** August 26th
 - **Candidate Interviews:** September 9th
 - **Appointment Date:** September 23rd
 - **End of Term:** December 31, 2027

NEW BUSINESS

- Resolution 2025-01 Post-Retirement Medical Program
 - Proposed moving the date from June 30 to January 1 to provide greater flexibility for staff. Spoke with Chief Burgess, who had no reservations about the change. He presented it to the subcommittee, and they expressed no concerns.
 - Commissioners Nelson and Wilsie moved and seconded the revised resolution from today's meeting. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.
- Potential Conflict of Interest
 - Chief Doan submitted a letter to the Board regarding his son's employment with SeaWestern, which was included in the meeting packet. Commissioner Nelson suggested that it be noted in the record for transparency. A statement will be obtained from Eric Quinn confirming he has no concerns.

PUBLIC COMMENT

GOOD OF THE ORDER

- This was Commissioner Wilsie's final meeting. The Board expressed appreciation for his hard work and dedication during his time on the Board, particularly his contributions to the recent Chief search process.
- Commissioner Wilsie shared his gratitude for the staff and fellow commissioners, noting that the organization has grown and changed for the better since he began his service. He expressed pride in his time on the Board and optimism for the agency's future.


SPECIAL INTERESTS/UPCOMING EVENTS


- National Night Out will be downtown on August 5th
- New Hire Graduation on August 8th

ADJOURNMENT

There being no further business to discuss, Vice Chairman Urvina adjourned the meeting at 5:41 p.m. The next regular meeting will be Tuesday, August 12, at 5:00 p.m.


[Kevin L Entze \(Sep 16, 2025 15:57:10 PDT\)](#)
Chairman/Commissioner


[Joe Urvina \(Sep 23, 2025 12:47:09 PDT\)](#)
Commissioner


Commissioner


[Tom Sutich \(Sep 16, 2025 12:31:06 PDT\)](#)
Commissioner

Commissioner

Dennis Doan
Dennis Doan (Sep 16, 2025 12:05:45 PDT)

Attest: District Secretary