**CENTRAL PIERCE FIRE & RESCUE**

**BOARD OF COMMISSIONERS**

**January 14, 2019**

Chair Willis called the Regular meeting of the Board of Commissioners for Central Pierce Fire & Rescue to order at 6:00 p.m. at Station 60 – 17520 – 22nd Ave E, Tacoma, Washington. Present: Chair Willis, Vice Chair Coleman, Commissioners Eckroth, Stringfellow and Holm, Ex-Officio Door, Fire Chief Olson, Deputy Chiefs Karns and Stueve, Assistant Chiefs Beckman, Juarez, Overby, Jackson and Kent, Finance Director Robacker, L726 President James, and Executive Assistant Porter, Recorder.

**PLEDGE OF ALLEGIANCE**

Chair Willis led the flag salute.

**ELECT 2019 CHAIR AND VICE CHAIR**

Commissioner Stringfellow moved and Commissioner Eckroth seconded to elect Bob Willis as Chair and Matt Holm as Vice Chair in 2019. **MOTION CARRIED.**

**APPROVAL OF AGENDA**

Commissioner Eckroth moved and Commissioner Coleman seconded to approve the agenda. **MOTION CARRIED.**

**CITIZEN COMMENTS (FOR ITEMS NOT SPECIFICALLY ON THE AGENDA)**

Michael Thompson, business owner and member of the Thun Field Advisory Committee, shared concerns on the new Station 69 storage building. Their committee meets tomorrow and he hoped that someone from the department would attend. He provided the Board and Fire Chief with a list of questions he would like answered.

**CONSENT AGENDA (SINGLE MOTION)**

1. Excused Absences:
2. Minutes: Regular Board Meeting of December 26, 2018
3. Approval of:

|  |  |  |
| --- | --- | --- |
| Accounts Payable Warrants Numbered 51992 to 52041 totaling | $ | 248,926.28 |
| Accounts Payable Warrants Numbered 52042 to 52052 totaling | $ | 2,953,290.13 |
| Accounts Payable Warrants Numbered 52053 to 52053 totaling | $ | 764,509.50 |
| Accounts Payable Warrants Numbered 52054 to 52071 totaling | $ | 112,924.35 |
| Accounts Payable Warrants Numbered 52072 to 52072 totaling | $ | 666,056.00 |
| Net Payroll Warrants Numbered 107168 to 107179 totaling | $ | 41,828.29 |
| Net Payroll Warrants Numbered 107180 to 107183 totaling | $ | 0.00 |
| Net Payroll Warrants Numbered 107184 to 107185 totaling | $ | 186.43 |
| **GRAND TOTAL** | $ | 4,787,720.98 |

Commissioner Holm moved and Commissioner Eckroth seconded to approve the Consent Agenda with warrants totaling $4,787,720.98. **MOTION CARRIED**.

**UNFINISHED BUSINESS (SECOND READING AND FINAL ACTION)**

* 1. Board Policies
		1. 301 – Policy, Procedure and Standard Operating Procedure Format and Authorization

Commissioner Eckroth moved and Commissioner Holm seconded to approve Board Policy 301. **MOTION CARRIED**.

* + 1. 324 – Public Access to District Records

Commissioner Holm moved and Commissioner Coleman seconded to approve Board Policy 324. **MOTION CARRIED**.

**NEW BUSINESS (FIRST READING – FOR DISCUSSION AND REVIEW ONLY)**

1. Resolution No. 19-01 Budget Amendment and Final Levy Certification

FD Robacker explained that Pierce County provided a final assessed valuation update, which increased regular and EMS levies for 2019. Commissioner Eckroth moved and Commissioner Coleman seconded to waive the two-meeting rule and vote on Resolution No. 19-01. **MOTION CARRIED**. Commissioner Holm moved and Commissioner Coleman seconded to approve Resolution No. 19-01. **MOTION CARRIED.**

**CONSIDERATIONS AND REQUESTS**

* 1. Appendices A - 2019 Salary Schedules

Schedules are based on solidified contracts with the exception of the mechanics, who have a tentative contract agreement, but it has not been ratified. Chief Olson requested a motion to approve the 2019 salary schedules with the caveat that the mechanics schedule will be implemented pending ratification of their contract. Commissioner Eckroth moved and Commissioner Stringfellow seconded to approve 2019 salary schedules with the mechanics schedule implemented upon contract agreement and retroactive to January 1, 2019. **MOTION CARRIED**.

* 1. 2018 Year-End Budget Adjustment

FD Robacker provided a high-level overview of the adjustments. Commissioner Eckroth moved and Commissioner Coleman seconded to approve the 2018 Year-End Budget Adjustment as presented. **MOTION CARRIED**.

* 1. Commissioner Electronic Communications

Chief Olson suggested that modernization of Board communications would increase effectiveness. He proposed assigning Board members computers for electronic communication of Board packets and direct email access. After discussion, the Board directed Staff to move forward with this project.

* 1. GEMT Update – FD Robacker

FD Robacker provided a verbal report.

**STAFF, LOCAL, FIREFIGHTERS’ ASSOCIATION AND FIRE CHIEF REPORTS (For Information Only)**

The following divisions provided a written report in the packet:

* + Finance/November Investment Report – FD Robacker
	+ Training - AC Juarez
	+ Health and Safety - AC Jackson
	+ Logistics – DC Karns provided an overview of AC Stueve’s report and updated the Board on the dirt work at Station 72.
	+ Community & Government Relations - DC Karns referred to Captain Shaw’s report. He shared that Captain Shaw is busy meeting the public and attending community meetings. They are continuing to work on the PIO plan.
	+ DC Operations – DC Stueve
	+ Fire Chief – Chief Olson

L726 President James reiterated his appreciation to those that attended the holiday party. With money raised, the Local was able to assist additional families. Local members and the E-Board will be going to Olympia to meet elected officials and share information.

Chief Olson provided the Board with information on new Family Medical Leave laws that will affect commissioner wages. Washington Fire Commissioners Association is addressing this issue. Commissioner Holm questioned the status of the open IT Director position. Chief Olson is looking for a needs assessor to identify IT needs and update job descriptions.

**CORRESPONDENCE**

* Letters of appreciation

**COMMISSIONER COMMENTS**

**Ex-Officio Door** reported that the City Council would be meeting tomorrow to discuss priorities for the year.

**Commissioner Holm** referred to the citizen’s comments. Chief Olson said permitting went through the process with Pierce County. Chief Karns is working with the FAA for guidance on lighting. DC Karns will attend the Thun Field Advisory Committee meeting.

**Commissioner Stringfellow** complimented the lawn maintenance technician saying the stations are looking the best he has ever seen.

**Commissioner Coleman** agreed that the stations look better. He asked that everyone keep up the good work.

**Commissioner Eckroth** congratulated Commissioners Willis and Holm on their appointments.

**Commissioner Willis** questioned the 69 pole building and the necessary follow-up.

**EXECUTIVE SESSION**

At 7:45 p.m., Commissioner Coleman moved and Commissioner Eckroth seconded to move into Executive Session for 15 minutes under RCW 42.30.110(1)(g) to review the performance of a public employee. **MOTION CARRIED.**

At 8:00 p.m., Commissioner Eckroth moved and Commissioner Holm seconded to return to Regular Session. **MOTION CARRIED.** No Board action was taken during Executive Session.

**ADJOURNMENT**

There being no further business, Commissioner Coleman moved and Commissioner Eckroth seconded to adjourn the meeting. **MOTION CARRIED**.

The meeting adjourned at 8:00 p.m.

BOB WILLIS TANYA ROBACKER

CHAIR OF THE BOARD DISTRICT SECRETARY

DIANNE PORTER

RECORDER