**CENTRAL PIERCE FIRE & RESCUE**

**BOARD OF COMMISSIONERS**

**November 12, 2019**

Chair Holm called the Regular meeting of the Board of Commissioners for Central Pierce Fire & Rescue to order at 6:00 p.m. at District Headquarters – 17520–22nd Ave E, Tacoma, Washington. Present: Chair Holm, Commissioners Willis, Coleman, Eckroth, and Stringfellow, Fire Chief Olson, Deputy Chief Karns, Assistant Chiefs Overby, Jackson, and Stueve, FD Robacker, HRD Washo, Local 726 President James, and Executive Assistant Porter, recorder. DC Stueve and ACs Juarez and Kent arrived at 6:05. Excused absences: Ex-Officio Door

**PLEDGE OF ALLEGIANCE**

Chair Holm led the flag salute.

**APPROVAL OF AGENDA**

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

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

No citizen comments.

**CONSENT AGENDA (SINGLE MOTION)**

1. Excused Absences: Ex-Officio Door
2. Minutes: Regular Board Meeting of October 28, 2019
3. Approval of:

|  |  |  |
| --- | --- | --- |
| Accounts Payable Warrants Numbered 53629 to 53670 totaling | $ | 236,206.02 |
| Accounts Payable Warrants Numbered 53671 to 53672 totaling | $ | 315,146.07 |
| Accounts Payable Warrants Numbered 53673 to 53684 totaling | $ | 3,933,174.28 |
| Accounts Payable Warrants Numbered 53685 to 53720 totaling | $ | 848,488.56 |
| Net Payroll Warrants Numbered 107287 to 107297 totaling | $ | 35,958.18 |
|  **GRAND TOTAL** | $ | 5,368,973.11 |

Commissioner Eckroth moved and Commissioner Stringfellow seconded to approve the Consent Agenda with warrants totaling $5,368,973.11. **MOTION CARRIED**.

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

* 1. 2020 Budget
		1. Resolution No. 19-12 – Regular Levy

Commissioner Eckroth moved and Commissioner Coleman seconded to approve Resolution No.19-12. **MOTION CARRIED.**

* + 1. Resolution No. 19-13 – EMS Levy

Commissioner Stringfellow moved and Commissioner Willis seconded to approve Resolution No. 19-13. **MOTION CARRIED.**

* + 1. Resolution No. 19-14 – Benefit Charge

Commissioner Coleman moved and Commissioner Eckroth seconded to approve Resolution No.19-14. **MOTION CARRIED.**

* + 1. Resolution No. 19-15 – Budget Adoption

Commissioner Stringfellow moved and Commissioner Eckroth seconded to approve Resolution No. 19-15. **MOTION CARRIED.**

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

1. Resolution No. 19-16 Adopting SEPA Procedures and Authorizing Officer

Chief Olson explained the District’s need for adopting SEPA policy and procedures. The resolution also designates the Fire Chief as the Authorizing Officer.

1. Resolution No. 19-17 Changing Regular Board Meeting Start Time

Said resolution reflects the Board’s concurrence with moving the regular meeting start time to 5:00 p.m. effective January 2020.

1. Resolution No. 19-18 Increasing Community Service Volunteer Point Value

The Board previously directed Staff to prepare a resolution to increase CSV compensation.

**CONSIDERATIONS AND REQUESTS**

1. Personal Services Contract for IT Technician

Alex Le has been an employee of Gig Harbor Fire for several years. He has been physically working at CPFR the last couple of years as part of the Gig Harbor IT services contract. Both Gig Harbor Fire and the District wish to move his employment to CPFR. Commissioner Stringfellow moved and Commissioner Eckroth seconded to approve the Personal Services Contract for Alex Le effective January 1, 2020. **MOTION CARRIED.**

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

AC Jackson provided a verbal update on Strategic Plan work.

L726/P James invited all to the upcoming L726 Holiday dinner and auction.

The following divisions provided a written report in the packet.

1. Finance – FD Robacker provided the following information in addition to her division report:
	1. September Investment Report
	2. Auditor Exit Conference Materials
2. Training - AC Juarez reported that several other fire departments have utilized the training tower and were charged the applicable fee.
3. Health and Safety - AC Jackson thanked AC Kent for the opportunity to speak at the recent Officer Academy.
4. Logistics – AC Stueve gave kudos to Bryan Workman for his snowplow equipment recommendation and training coordination.
5. Human Resources – HRD Washo.
6. Community & Government Relations Officer - Capt. Shaw.
7. DC Operations – DC Stueve.
8. Fire Chief – Chief Olson highlighted topics in his written report. He requested a five-minute Executive Session to discuss OPEIU contract negotiations.

**CORRESPONDENCE**

1. Letters of Appreciation

**COMMISSIONER COMMENTS**

**Commissioner Stringfellow** attended the recent Citizens Advisory Committee meeting. It was beneficial and fruitful and, in his opinion, the group was impressed with the presentations. Staff and L726/P James answered his questions on the low acuity program.

**Commissioner Coleman** was impressed by the number of Citizens Advisory Committee meeting attendees. Staff did a wonderful job and the group had good questions.

**Commissioner Eckroth** is thrilled that the Strategic Plan is moving forward and glad to see Staff committed to the plan.

**Commissioner Willis** had no comment.

**Commissioner Holm** commented on the success of the Elk Plain appeal and was sure that it is because of Staff’s hard work.

At 6:45 p.m., Chair Holm called for a five-minute break before entering into Executive Session.

**EXECUTIVE SESSION**

At 6:50 p.m., Commissioner Willis moved and Commissioner Eckroth seconded to move to Executive Session for five-minutes under RCW 42.30.140 to discuss OPEIU contract negotiations. **MOTION CARRIED.**

At 6:55 p.m., Commissioner Eckroth moved and Commissioner Willis seconded to return to Regular Session. **MOTION CARRIED.** No Board action was taken during Executive Session.

**ADJOURNMENT**

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

The meeting adjourned at 6:55 p.m.

MATTHEW HOLM TANYA ROBACKER

CHAIR OF THE BOARD DISTRICT SECRETARY

DIANNE PORTER

RECORDER