

**CENTRAL PIERCE FIRE & RESCUE
BOARD OF COMMISSIONERS
March 23, 2020**

Chair Holm called the Regular meeting of the Board of Commissioners for Central Pierce Fire & Rescue to order at 5:00 p.m. at District Headquarters – 17520–22nd Ave E, Tacoma, Washington. Present were Chair Holm, Commissioners Willis, Coleman, and Eckroth, Ex-Officio Door, Chief Olson, Deputy Chiefs Karns and Stueve, FD Robacker, and Executive Assistant Porter, recorder.

PLEDGE OF ALLEGIANCE

Chair Holm led the flag salute.

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)

No citizen comments.

CONSENT AGENDA (SINGLE MOTION)

- A. Excused Absences: Commissioner Stringfellow
- B. Minutes: Regular Board Meeting of March 9, 2020
- C. Approval of:

Accounts Payable Warrants Numbered 54378 to 54425 totaling	\$	486,216.94
Accounts Payable Warrants Numbered 54426 to 54448 totaling	\$	36,581.01
Accounts Payable Warrants Numbered 53722 to 53722 totaling	\$	(1,361.93)
Accounts Payable Warrants Numbered 54002 & 54269 totaling	\$	(2,740.17)
Accounts Payable Warrants Numbered 54364 to 54364 totaling	\$	(103.00)
GRAND TOTAL	\$	518,592.85

Commissioner Eckroth moved and Commissioner Willis seconded to approve the Consent Agenda with warrants totaling \$518,592.85. **MOTION CARRIED.**

UNFINISHED BUSINESS (SECOND READING AND FINAL ACTION)

No unfinished business.

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

- A. Resolution No. 20-04 Establishing a Plan for Continuity of Government in the Event of a Disaster

The Board previously adopted its plan under Resolution No. 10-02. Resolution No. 20-04 amends the previous resolution with updated language provided by Attorney Joe Quinn. Commissioner Eckroth moved and Commissioner Coleman seconded to waive the two-meeting rule and vote on Resolution No. 20-04. **MOTION CARRIED.** Commissioner Coleman moved and Commissioner Willis seconded to approve Resolution No. 20-04. **MOTION CARRIED.**

B. Resolution No. 20-05 Declaring a Local Emergency

This declaration will allow for deviation from normal restrictions and procedures during the COVID-19 situation. It is also a component of future state and federal reimbursements. Commissioner Eckroth moved and Commissioner Willis seconded to waive the two-meeting rule and vote on Resolution No. 20-05. **MOTION CARRIED.** Commissioner Willis moved and Commissioner Coleman seconded to approve Resolution No. 20-05. **MOTION CARRIED.**

CONSIDERATIONS AND REQUESTS

A. Policy 356 Federal False Claims Act Policy and Procedure.

Washington Health Care Authority requires that CPFR have a policy addressing federal and state false claims act in order to continue receiving federal payment for GEMT. They also require identification of a Compliance Officer. Commissioner Eckroth moved and Commissioner Willis seconded to appoint Finance Director Tanya Robacker as Federal and Washington State False Claims Act Compliance Officer and to adopt Policy 356. **MOTION CARRIED.**

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

The following divisions provided a written report in the packet:

- A. Finance – FD Robacker included the February investment report in her report.
- B. Field Operations – AC Kent included the February Operations/EMS Report in his written report.
- C. EMS – AC Beckman.
- D. Prevention & Education – AC Overby.
- E. Information Technology – ITD Kay.
- F. DC Administration - DC Karns acknowledged Central Stores Manager Pat Merriman for his exemplary work in preparedness of personal protective equipment inventory and for his continuing efforts to restock supplies.

At 5:30 p.m., Chair Holm called for a brief recess to watch Governor Inslee's latest update. Due to technical difficulties, Chair Holm reconvened the meeting at 5:41 p.m.

- G. Fire Chief – Chief Olson acknowledged the great preparation work done by Division Chiefs and their continuing commitment to keep employees and citizens safe during this time. He updated the Board on administrative changes during the outbreak.

CORRESPONDENCE

No correspondence.

COMMISSIONER COMMENTS

Ex-Officio Door shared details of the social distancing plan announced by Governor Inslee. She is in communication with local community leaders on COVID-19 plans and responses.

Commissioner Eckroth thanked Chiefs Stueve and Karns for the proactive position they have taken for the department. He expressed his concern that, with state parks closing, people may move into local parks. He thanked everyone for their hard work during this situation.

Commissioner Coleman expressed his appreciation to the troops during this trying time.

Commissioner Willis commented that the Pierce County EMS office needs to step forward and it is good that the county chiefs are getting involved. He supports decisions that are being made and appreciates that the department is one-step ahead. He is concerned over staying within the PPE budget. FD Robacker noted the district will probably go over budget, but some state/federal reimbursement may be involved. More information will be available at the mid-year budget review.

Commissioner Holm thanked Chief for his guidance and leadership. He appreciates all of staff and it reassures him that there is clear direction that staff is taking. He thanked the Commissioners for receiving his continued calls for feedback. Unless the situation changes, meetings will continue as is. He encouraged Board members to contact him if they have concerns with meeting attendance.

EXECUTIVE SESSION

At 6:30 p.m., Commissioner Willis moved and Commissioner Coleman seconded to move into Executive Session for 15 minutes under RCW. 42.30.140 to discuss collective bargaining contract negotiations. **MOTION CARRIED.**

At 6:45 p.m., Commissioner Eckroth moved and Commissioner Willis seconded to return to Regular Session. **MOTION CARRIED.** The Board took no action during Executive Session.

ADJOURNMENT

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

The meeting adjourned 6:45 p.m.


MATTHEW HOLM
CHAIR OF THE BOARD


TANYA ROBACKER
DISTRICT SECRETARY


DIANNE PORTER
RECORDER