

**CENTRAL PIERCE FIRE & RESCUE
BOARD OF COMMISSIONERS**

July 26, 2021

Chair Holm called the Regular meeting of the Board of Commissioners for Central Pierce Fire & Rescue to order by Zoom webinar at 5:02 p.m. Present were Chair Holm, Commissioners Stringfellow, Coleman, and Willis, Chief Olson, Deputy Chief Stueve, FD Robacker, HRD Washo, ITD Kay, Assistant Chiefs Overby, Stueve, and McKenzie, CGRO Shaw, BC Jackson, and Executive Assistant Porter, recorder. Commissioner Eckroth joined the meeting at 5:04 p.m. Ex-Officio/Mayor Door joined the meeting at 5:18 p.m.

APPROVAL OF AGENDA

Chair Holm announced the need for an agenda revision to add an Executive Session for 10 minutes under RCW 42.30.110(1)(g) to review the performance of a public employee. Commissioner Stringfellow moved and Commissioner Coleman seconded to approve the revised agenda. **MOTION CARRIED.**

BENEFIT CHARGE

Chief Olson introduced Attorney Joe Quinn to report on his legal investigation into some aspects of the benefit charge. He noted that specific benefit charge election language is mandated in RCW 52.18. He confirmed that a 6 or 10 year continued benefit charge requires majority approval. A permanent benefit charge requires a super majority approval.

PUBLIC COMMENT (FOR ITEMS NOT SPECIFICALLY ON THE AGENDA)

No public comment.

CONSENT AGENDA (SINGLE MOTION)

A. Excused Absences:

B. Minutes: Regular Board Meeting of July 12, 2021

C. Approval of:

Accounts Payable Warrants Numbered 56312 to 56321 totaling	\$	4,450,569.04
Accounts Payable Warrants Numbered 56322 to 56322 totaling	\$	516.18
Net Payroll Warrants Numbered 107531 to 107538 totaling	\$	40,404.96
Net Payroll Warrants Numbered 107539 to 107539 totaling	\$	1,180.61
Accounts Payable Warrants Numbered 56323 to 56337 totaling	\$	89,822.15
Accounts Payable Warrants Numbered 56338 to 56370 totaling	\$	544,023.28
GRAND TOTAL	\$	5,126,516.22

Commissioner Stringfellow moved and Commissioner Eckroth seconded to approve warrants totaling \$5,126,516.22. **MOTION CARRIED.**

UNFINISHED BUSINESS (SECOND READING AND FINAL ACTION)

No unfinished business.

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

A. Mid-Year Budget Amendment

FD Robacker explained that this is the annual mid-year budget amendment. An error was found in the Health and Safety section. Hearing tests should have shown as \$13,862 rather than \$138,652. It will be corrected in the documents for Second Reading. Budget items were reviewed by FD Robacker and division/project leaders. Chair Holm thanked everyone for their explanations.

CONSIDERATIONS AND REQUESTS

A. Fire Chief Selection

HRD Washo reported that the application period closes July 31, 2021. The timeline has been set and the presentation of candidates to the review committee is scheduled for week of August 9th.

B. New CPFR Website Review

CGRO Shaw provided an overview of the new website format for Commissioner review and comment. Some highlights are the availability of viewing in other languages, social media links, and the option to be added to an email communication group. He thanked AC Overby and Support Specialist Amy Jackson for their assistance on the project.

C. IT Director Salary Change

HRD Washo explained that with the upcoming retirement of the IT Director, it was a good time to review agencies that we typically compare to determine if our pay range needed adjustment. After reviewing the data, Staff recommends increasing the IT Director starting pay by 6%. Commissioner Stringfellow moved and Commissioner Willis seconded to approve the IT Director salary increase of 6%. **MOTION CARRIED.**

D. West Pierce Fire and Rescue Interlocal Agreement

AC Stueve presented the ILA that reflects medic unit reciprocity with our partners at West Pierce Fire and Rescue. Commissioner Stringfellow moved and Commissioner Eckroth seconded to approve the Interlocal Agreement for Medic Unit Services with West Pierce Fire and Rescue. **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 reported that district finances are in-line for June, except overtime, which is being addressed in the mid-year budget amendment. She provided an update on the current audit.

- B. Information Technology – ITD Kay reported on the increased network availability over the last few years. He confirmed his retirement as of August 31, 2021, and thanked the Board for their support.
- C. Logistics – AC Stueve expanded on the recent ladder truck inspection. The team doing the inspection did an outstanding job.
- D. Prevention & Education – AC Overby provided information on K-9 Hansel's responses at Commissioner Eckroth's request.
- E. Health & Safety – AC McKenzie reported that CPFR enrolled in Labor & Industries FIIRE pilot program, which will offer many benefits to the district.
- F. Fire Chief – Chief Olson highlighted topics in his report. He has spoken to many members of the Pierce County Council to discuss and educate them on the E911 funding issue. He thanked the South Sound 911 leadership of Lillian Hunter and Mayor Door, which has brought us to this place. A draft letter to Pierce County Council was included in the packet thanking them for the fire code adoption. Chair Holm signed the document on behalf of the Board. The EMS study recommendations are expected in August. Due to unforeseen circumstances, the military is delayed in vacating the Puyallup Armory until November. They have agreed to allow access as needed, so this delay won't affect the project timeline. Chair Holm thanked Chief Olson for meeting with Pierce County Council to better educate them to make the proper decision.

CORRESPONDENCE

- A. Agency Assist Appreciation from South Pierce Fire & Rescue
- B. Employee Appreciation (5)

COMMISSIONER COMMENTS

Ex-Officio/Mayor Door thanked Chief Olson both for stepping in for Chief Sharp recently and for his continued support. She very much liked the new website format and was glad to see the language issue addressed.

Commissioner Coleman thanked everyone for their help and continued great job.

Commissioner Eckroth thanked Ex-Officio/Mayor Door and Chief Olson for stepping up on the E911 issue.

EXECUTIVE SESSION

At 6:33 p.m., Commissioner Stringfellow moved and Commissioner Coleman seconded to move into Executive Session for 20 minutes under RCW 42.30.110(1)(g) to review the performance of a public employee until 6:43 p.m.

At 6:43 p.m., Chair Holm extended the meeting for five minutes.

At 6:48 p.m., Commissioner Stringfellow moved and Commissioner Eckroth seconded to return to Regular Session. **MOTION CARRIED.** No action was taken during Executive Session.

ADJOURNMENT

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

The meeting adjourned at 6:49 p.m.



MATTHEW HOLM
CHAIR OF THE BOARD



TANYA ROBACKER
DISTRICT SECRETARY



DIANNE PORTER
RECORDER