

**CENTRAL PIERCE FIRE & RESCUE  
BOARD OF COMMISSIONERS  
December 12, 2022**

Chair Holm called the Regular meeting of the Board of Commissioners for Central Pierce Fire & Rescue to order at District Headquarters – 17520 22<sup>nd</sup> Ave E., Tacoma at 5:00 p.m. A remote attendance option was available to the public. Present were Chair Holm, Commissioners Stringfellow, Willis, Coleman, and Mitchell, Chief Morrow, Deputy Chiefs Stueve and VanKeulen, FD Robacker, Assistant Chiefs Kent, Bouchard, and Benning, Captain Farris, L726 President Aaron James, and Executive Assistant Paramapoonya, Recorder.

**PLEDGE OF ALLEGIANCE**

DC VanKeulen led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

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

**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 November 28, 2022
- C. Approval of:

Accounts Payable Warrants Numbered 58197 to 58205 totaling:	\$ 32,485.78
Net Payroll Warrants Numbered 107693 to 107697 totaling:	\$ 28,217.23
Net Payroll Warrants Numbered 107698 to 107714 totaling:	\$ 81,614.06
Accounts Payable Warrants Numbered 58206 to 58214 totaling:	\$ 5,868,455.14
<b>GRAND TOTAL</b>	<b>\$ 6,010,772.21</b>

Commissioner Mitchell moved and Commissioner Stringfellow seconded to approve the Consent Agenda with warrants totaling \$6,010,772.21. **MOTION CARRIED.**

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

- A. Resolution 22-12 Dissolving Petty Cash, Change, & Advanced Travel Funds

FD Robacker reviewed Resolution 22-12 for a second reading. Commissioner Willis moved and Commissioner Mitchell seconded to approve Resolution 22-12 Dissolving Petty Cash, Change, and Advanced Travel Funds, redepositing these funds into the District's main depository account, and designating Stephany Carter-Hoskinson as Custodian for the remaining District Change and Imprest Funds. **MOTION CARRIED.**

B. Board Policy 3.18 Receipting and Depositing Incoming Funds

FD Robacker discussed Board Policy 3.18 Receipting and Depositing Incoming Funds. No changes were made after the first reading. Commissioner Mitchell moved and Commissioner Stringfellow seconded to approve the Second Reading of Board Policy 3.18 Receipting and Depositing Incoming Funds as presented by Staff. **MOTION CARRIED.**

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

A. Board Policy 3.40 FLSA Exempt, Non-Represented, Non-Uniformed Employees Common Benefits

Chief Morrow reviewed Board Policy 3.40 FLSA Exempt, Non-Represented, Non-Uniformed Employees' Common Benefits. All feedback and/or comments from the Board over the next two weeks will be included in revisions.

B. Board Policy 3.41 Non-Exempt, Non-Represented, Non-Uniformed Employees Common Benefits

Chief Morrow reviewed Board Policy 3.41 Non-Exempt, Non-Represented, Non-Uniformed Employees Common Benefits. All feedback and/or comments from the Board over the next two weeks will be included in revisions.

C. Board Policy 3.45 FLSA Exempt, Non-Represented, Uniformed Employees Common Benefits

Chief Morrow reviewed Board Policy 3.45 Common Benefits for FLSA Exempt, Non-Represented, Uniformed Employees. All feedback and/or comments from the Board over the next two weeks will be included in revisions.

**CONSIDERATIONS AND REQUESTS**

A. Appendix A for 726 Non-Uniformed

Chief Morrow discussed the 2023 Appendix A Salary Schedule for 726 Non-Uniformed Personnel. Commissioner Stringfellow moved and Commissioner Willis seconded to approve the 2023 Salary Schedule for 726 Non-Uniformed Personnel. **MOTION CARRIED.**

B. Tele-handler Purchase

AC Benning explained the request to purchase a tele-handler forklift for the District. Commissioner Mitchell moved and Commissioner Stringfellow seconded to authorize and appropriate \$74,800 for a used tele-handler forklift in the Training Fund Division 230. **MOTION CARRIED.**

C. Station Prioritization Discussion



Chief Morrow discussed a potential new direction regarding identified capital projects and the sequence of future fire station builds.

D. OVFR EMS Transport System Reciprocity MOU – Chief Morrow

Chief Morrow reviewed the Memorandum of Understanding – Reciprocity EMS Levy Transport for Mutual Aid Responses between Central Pierce Fire & Rescue and Orting Valley Fire & Rescue, due to an increase in mutual aid transport activity. Commissioner Willis moved and Commissioner Mitchell seconded to approve the Fire Chief to sign and execute the MOU – Reciprocity EMS Levy Transport for Mutual Aid Responses between the District and Orting Valley Fire & 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. Human Resources/HRD Washo: Chief Morrow provided an overview of the current recruitment numbers to the Board.
- B. Training/AC Benning: Midterm testing is this week. Special thanks to Allan Kamke and Andy McAfee. I am thankful to have such hard working individuals in the Training Division. Welcome Denise Ross to the Training Division!
- C. Field Operations/AC Kent: Chief Kent presented a new direction regarding uniforms for Line Personnel.
- D. EMS/AC Bouchard: Chief Bouchard shared a thank you letter from a JBLM Battalion Chief regarding a recent MCI training that took place. I am extremely proud of LT Howell and LT Franz for all of their hard work with this. A big thank you to all of our Commissioners for being so supportive of the EMS Division.
- E. DC Operations/DC Stueve: Chief Stueve provided an update on the Operations Division.
- F. DC Administration/DC VanKeulen: Chief VanKeulen is excited about being a part of an organization that is headed in a positive direction.
- G. Fire Chief's Report/Chief Morrow: The District is pursuing a change in our EMS Billing vendor. This process is underway. There is a monumental movement occurring within our Special Teams, and it is all because of Captain Josh Farris. He is doing a lot of great work. Saturday is Brian Annis-Leving's memorial service.

L726 President James: Through fundraising events, we are able to sponsor 21 families this holiday season. It has been awesome to see our personnel provide support in the community. Happy Holidays!

## CORRESPONDENCE

A. EPFR Letter: Chair Holm is proud to see the letter from Chief Parkinson.

## COMMISSIONER COMMENTS

Chair Holm: I am very proud of all of our people. I want to wish everyone a Merry Christmas!!

Vice Chair Stringfellow: Thank you to the Fire Chief. I really appreciate the Board Briefings that are being sent out to the Board. I like change, and I am happy we as a District are open to looking at new opportunities and developments.

Commissioner Willis: I think the Tele-handler will be a great addition. This type of device will make things safer for our personnel. The new uniforms also sound like a great idea, especially for brush fires.

Commissioner Coleman: Everybody is doing great. I am proud of everyone. Keep it up.

Commissioner Mitchell: I am just happy about all the great things I have heard. We have good things happening within our organization. Great job, Chief.

## ADJOURNMENTS

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

The meeting adjourned at 6:04 p.m.

  
MATTHEW HOLM  
CHAIR OF THE BOARD  
TANYA ROBACKER  
DISTRICT SECRETARY  
ARIEL PARAMAPOONYA  
RECORDER