

**CENTRAL PIERCE FIRE & RESCUE
BOARD OF COMMISSIONERS
February 27, 2023**

Chair Holm called the Regular meeting of the Board of Commissioners for Central Pierce Fire & Rescue to order at District Headquarters – 17520 22nd Ave E., Tacoma at 4:00 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 VanKeulen and Stueve, Assistant Chiefs Berdan and Kent, FD Robacker, HRD Washo, Admin Support Specialist McInnis, and Executive Assistant Paramapoonya, recorder. Assistant Chief Benning joined the meeting at 4:11 p.m. Assistant Chief McKenzie joined the meeting at 4:41 p.m. President James joined the meeting at 4:55 p.m. Battalion Chief Cable joined the meeting at 5:04 p.m.

PLEDGE OF ALLEGIANCE

Chair Holm led the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Stringfellow moved and Commissioner Mitchell 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: Ex-Officio Door
- B. Minutes: Regular Board Meeting of February 13, 2023
- C. Approval of:

| | | |
|---|-----------|-------------------|
| Accounts Payable Warrants Numbered 58483 to 58556 totaling: | \$ | 593,837.43 |
| Net Payroll Warrants Numbered 107729 to 107730 totaling: | \$ | 1,488.91 |
| GRAND TOTAL | \$ | 595,326.34 |

Commissioner Mitchell moved and Commissioner Coleman seconded to approve the Consent Agenda with warrants totaling \$595,326.34. **MOTION CARRIED.**

UNFINISHED BUSINESS (SECOND READING AND FINAL ACTION)

- A. Board Policy 3.39 Property Management

FD Robacker reviewed Board Policy 3.39 Property Management. No changes were made after the First Reading. Commissioner Coleman moved and Commissioner Mitchell seconded to approve Board Policy 3.39 Property Management. **MOTION CARRIED.**

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

A. Board Policy 3.30 Credit Card Usage

Chief Morrow reviewed Board Policy 3.30 Credit Card Usage. All feedback and/or comments from the Board over the next two weeks will be included in revisions.

CONSIDERATIONS AND REQUESTS

A. 2013 General Obligation Bond Refunding

FD Robacker reviewed the 2013 General Obligation Bond Refunding and Engagement Letter. Commissioner Mitchell moved and Commissioner Coleman seconded to authorize Chief Morrow to sign the engagement letter to hire DA Davidson as our underwriter for the 2013 Unlimited Tax General Obligation (UTGO) bond refunding. **MOTION CARRIED.**

B. Inspiration Works LLC

Chief Morrow explained the Retainer Agreement from Inspiration Works LLC and the need to increase leadership development throughout the organization. Commissioner Stringfellow moved and Commissioner Mitchell seconded to approve the Fire Chief to sign and execute the Inspiration Works LLC Retainer Agreement as presented. **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: FD Robacker reviewed the Finance Division Report, including the December Prelim Checkbook.
- B. Logistics/AC Stueve: DC VanKeulen reviewed the Logistics Division Report. The new Facilities Tech, Chris Noble, started employment with CPFR this month.
- C. Prevention & Education/AC Berdan: AC Berdan reviewed the Prevention & Education Division Report. The first Scout Day will be held at Station 72 on Saturday, March 11th from 1000-1200.
- D. Fire Chief's Report/Chief Morrow:

Expanded Staff Topics

Chief Morrow provided a presentation to the Board regarding the topics of Deployment & Staffing, Capital Projects, Commissioner Elections, Regional Cooperative Efforts, and Innovation within the District.

CORRESPONDENCE

A. IMT Garner Unit Citation Nomination Letter

Chair Holm thanked Chief VanKeulen for taking the time to write the IMT Garner Unit Citation Nomination Letter.

COMMISSIONER COMMENTS

Chair Holm: Great presentation, Chief Morrow!

Vice Chair Stringfellow: Vice Chair Stringfellow inquired about the idea of reaching a larger audience by possibly adjusting the time of future Board Meetings.

Commissioner Willis: Everyone's hard work is greatly appreciated. Very good presentation.

Commissioner Coleman: Thank you, Chief for a great presentation. Keep it up!

Commissioner Mitchell: Great job to Chief Morrow and the team.

ADJOURNMENT

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

The meeting adjourned at 6:51 p.m.



MATTHEW HOLM
CHAIR OF THE BOARD



TANYA ROBACKER
DISTRICT SECRETARY



ARIEL PARAMAPOONYA
RECORDER