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FEB 07 2018

Public Disclosure Commission

To Public Disclosure Commission

On November 6-2017 we had a special meeting to discuss a M&O-levy six pages long.

On November 13-2017 discussed M&O Levy 3 pages long.

On December 11-2017 Resolution No. 891 M&O-Levy Passed 4-1 and then more discussion under Commissioner & Public Comments. 2 pages long on the M&O-Levy. When the meeting ended, the Yes side went into the next room in the fire hall to put the yes statement together for

the Ballot. These people were there.

Commissioner Nina Blanchard-Reed - on Yes Committee

Commissioner Adam Rosenlund

Vice President of IAFF Local 706 - Luke Wahl on Yes Committee

On to next page



Witness to this are

Fireman Michael Fortier 253-820-9587

His Wife Tracy

Volunteer Fireman Glenn Barcus 253-906-8910

This Violated RCW 42-17-130 Use of Public facilities

Explanatory Statement 12-15-2017

For & Against Statement 12-19-2017

Rebuttal Statement 12-21-2017

Deadlines are 4:30 P.M. on each designated day.

On December 21-2017 after all dead lines have come

and gone. Commissioner Blandhard-Reed &

Commissioner Ryan Portman

then they wanted to reviset and or make statements,

these were done in the fire Commission meeting.

These are illegal as all deadlines have passed.

They should have been written in Rebuttal Statement.

Ryan Woody 253-208-5113 a fireman was

put in charge to get the MRO Levy passed

over



and to coordinate everything. He is a paid fireman on duty.

Next is a 5x7 postcard - campaign piece, we put money into sending out a quarterly report about the Fire Dist. This is nothing more than a Campaign piece, nothing in four years, nothing for levied raise in November 2017. It has fire department logo on it.

Gerald W. Gustafson  
11224 234th St. E.  
Graham, Wa. 98338  
253-847-2030

Graham Fire & Rescue  
253-847-8811

**GRAHAM FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
SPECIAL BOARD MEETING  
November 6, 2017**

**CALL TO ORDER**

Commissioner Gustafson called the meeting to order at 6:00 p.m.

**Attendance:**

Present: Commissioner Gerald W. Gustafson, Commissioner Russell T. Barstow, Commissioner Adam Rosenlund, Commissioner Gina Blanchard-Reed, Commissioner Ryan Portmann, Fire Chief Pat Dale, Deputy Chief Tony Judd and Board Secretary Jodi Reynolds

Absent: Deputy Chief Oscar Espinosa

Commissioner Gustafson led the Pledge of Allegiance and welcomed the audience.

**2018 BUDGET REVIEW**

Chief Dale stated this is a continuation from two weeks ago when the 2018 budget and staffing initiative were presented. He wanted to start by answering a question Commissioner Blanchard-Reed asked during that presentation about injury rates. The Board was presented with three documents:

1) Population & Incidents – Chief Dale explained this graph demonstrates that as population trends up, incident volume also trends up. In 2010, the population was near 56,000 and in 2017 is just under 64,000. During the same time period, incident response has increased from 5,500 to near 7,000 in 2017. There is a 13% increase in population with correlating 27% increase in incident volume. Commissioner Blanchard-Reed commented that it would seem that the increase would be consistent, but the incident volume increase is twice the population increase. Chief Dale agreed. Commissioner Gustafson asked if the incident volume included mutual aid given to other districts and Chief Dale confirmed it includes all calls.

2) Population & Injuries – This graph again shows the 13% increase in population since 2010 and also shows firefighter injuries for that time. In 2010, there were 10 injuries and in 2017 we are on pace for about 30 injuries. Chief Dale wanted to emphasize that the orange in the bars represents injuries sustained during incidents. With the exception of an outlier in 2015, injuries at incidents are trending upward as well. Incident injuries would include medical aid, accidents and fires and range from fairly minor to career ending. Commissioner Portmann asked if staffing remained fairly consistent during this time and Chief Dale stated it did until 2014 when there was an increase.

3) Incidents & Injuries – This graph combines the incident volume and injury rates from the previous graphs. Chief Dale stated this represents a 27% increase in incident volume but a 200% increase in injuries from 2010 to 2017 which he believes to be pretty remarkable.

Chief Dale summarized that this information, in his experience, shows our current staffing level is not a sustainable staffing level to go forward to match the growing call volume. There is an increase in population, with a larger increase in incident volume and a large spike in injuries.

Commissioner Gustafson pointed out that 82% of our incidents are medical and asked if our paramedics are the ones getting injured. Chief Dale stated he did not separate EMTs from paramedics. He did agree that 80% of our incidents are medical and many of the injuries occurred during medical incidents. Commissioner Gustafson stated we have switched over to a different power gurney and if that has helped. Chief Dale stated we have had the new gurneys for less than a year and that data is not available yet.

80 M&O LEVY

Chief Dale was asked to provide options for staffing levels for the Board. He presented the Board with a document outlining the options for the 2018 M&O election with staffing proposals. He is providing three levels of M&O funding and a frame work on how that money would be utilized:

1. Status Quo (Bronze) – Going into 2018 with the same staffing level we have today of 69 floor personnel, \$325,000 annually toward fleet replacement, which he believes is not adequate as he will demonstrate later in the presentation, \$100,000 annually toward facilities and no equipment replacement. This represents the status quo of 2017.

2. Progressive Level (Silver) – This table for the staffing level is the same staffing level he proposed two weeks ago during the budget discussions which was an increase of four minimum staffing positions or 18 total personnel. One change he did make was at Station 96 where he put 0.5 under the medic unit and that would be an overflow or peak demand medic unit, but this table does utilize three medic units. When staffing allows, the fourth medic unit could be stood up.

Fleet Replacement Detail – Chief Dale explained this is just the start of a fleet replacement plan. He believes this will be further refined during a strategic plan, but is a starting point for discussions here. He identified the types of apparatus that we have, the local experience of the life of these apparatus, both frontline years and reserve years, the cost of replacement in today's dollars and how much we need to save each year. To fund this plan, we should be putting aside \$440,000 each year. Commissioner Gustafson asked how many miles we put on them each year. DC Judd stated over 25,000 miles annually. Commissioner Gustafson stated that the medic units of today are not like the medic units of yesterday and that they last a lot longer with their diesel engines. DC Judd pointed out that while diesel engines do last longer, what we have experienced is the other components attached to the engine do not last as long. We have to have near 100% reliability as an emergency service. We are not able to get the same usable life as a non-emergency service user.

Equipment Replacement Detail – This includes the large ticket equipment items that we need to replace, SCBAs, PPE, Hose, Radios, and Defibrillators. Following the same strategy used in the fleet replacement, Chief Dale identified the number we have, the life expectancy, today's costs and cost per year for each item. For SCBAs, PPE and Hose, they are identified as a full fleet replacement. This adds up to \$140,000 annually to fund these items.

3. Aggressive Level (Gold) – In staffing, this includes fully staffing each station and three person engine companies with four medic units for a total of nine new minimum staffing position or 39 new personnel. The fleet and equipment replacement details are exactly the same at the Progressive Level.



## M&O Funding

1. Status Quo (Bronze) – Maintaining the current FTEs, \$325,000 annually for fleet replacement, \$100,000 annually for facility maintenance and no equipment replacement funding, that produces an average M&O amount of \$1.95 million needed per year or 28.8 cents per \$1000 of assessed valuation.

Commissioner Blanchard-Reed asked why the \$100,000 annual for facility maintenance was the same in in all three year and if that was a priority for the Chief. Chief Dale stated this was just a level we funded without going through a detailed analysis of roofs, HVACs, parking lots, etc. DC Judd commented that this funding is not for the building of anything new, but maintenance only to keep our facilities serviceable.

Commissioner Rosenlund asked if the 28.8 cents has gone down. Chief Dale affirmed it has decreased with the increase in assessed valuation. DC Judd stated that the 28.8 cent rate is based on there being an additional 6% assessed valuation increase for 2019. Commissioner Rosenlund asked what the full M&O rate would be if we asked for the same \$2.75 million. Commissioner Portmann stated it would be 41 cents per \$1000 in 2018. He further stated that with the growth we are seeing, if we stayed with the same levy amount, we are going to continue to see that rate decrease and naturally overtime it would not be needed. DC Judd agreed and pointed out that our new construction is up 40% over last year.

Chief Dale handed out a spreadsheet which outlines the different M&O rate plans for the three levels. It shows what we would collect for each year and how we arrived at the average amount for the different M&O plans. The future projections include a 3% expense increase annually and a 6% assessed valuation increase annually.

2. Progressive Level (Silver) – Providing for the staffing level increase of four positions, 18 people, as proposed two weeks ago, adding in more to the fleet replacement, \$100,000 for facilities and adding in the equipment replacement funding produces an average M&O amount of \$4.3 million per year or 61.9 cents per \$1000, which could be further refined to get to 60 cents per \$1000.

Commissioner Blanchard-Reed asked if we knew how the rate would be affected over the four years of the levy. Chief Dale responded that the rate would not change much over the life of the M&O. He likes the 60 cents because that was the starting point for the last M&O and this is a continuation of the rate per \$1000. We would be collecting more each year.

3. Aggressive Level (Gold) – Providing for the staffing level increase of nine new positions, almost 40 people, fleet, facilities and equipment funded the same as the Progressive Level produces an average M&O amount of \$6.65 million and a rate near \$1 per \$1000.

The Board thanked the Chief for the information. Chief Dale moved on to additional points and questions he made note of over the last couple of weeks.

How does the Levy Lid Lift affect the M&O in the long term?

- a) Status Quo – Levy Lid Lift reduces the amount necessary to collect of the M&O.
- b) Progressive – The M&O maintains the current staffing levels and increases some, but the Lid Lift helps to provide funding to increase staffing levels.
- c) Aggressive – Similar to the Status Quo level, but with a higher starting point for staffing, but would reduce over time.

Options for funding Capital Replacement

- a) Funded within budget annually
  - i. Advantages
    - 1. Within the budget
  - ii. Disadvantages
    - 1. Building a funding structure that is levy dependent
- b) Bond Measures
  - i. Advantages
    - 1. Longer duration between measures
  - ii. Disadvantages
    - 1. Creates yet another funding measure
    - 2. Reliant on bond measures for capital needs vs. on-going within annual budget

Chief Dale would prefer to fund capital purchases annually and save the bond for larger capital purchases like a training center.

What is the forecast without passage of Levy Lid Lift and an M&O? (What does our department look like?)

- a) Staffing
  - i. No new positions
  - ii. Vacancies unfilled
  - iii. Would force discussion whether to collect full M&O amount in 2018
  - iv. Year 2019 – Layoffs or use reserve funds until passage of a funding measure
- b) Fleet
  - i. No apparatus replacement
- c) Facilities
  - i. Emergency repairs only
- d) Equipment Replacement
  - i. Emergency needs only
- e) Pursuit of grant funding
  - i. May increase eligibility due to visible economic adversity

Commissioner Gustafson commented that including the Levy Lid Lift passing, we have brought in \$6,154,000 more than when we voted on the M&O in 2014. The M&O was so we didn't have to lay off people. Now we are trying to raise much, much more money. Do we think the people in the district will pass an M&O? What about the retired people on a fixed income? These are all things we have to look at. Another way of buying equipment is through commissioner-matic bonds.

Commissioner Portmann stated that he believes we are at a decision point on the Equipment and Fleet Replacement and if we are going to fund it annually or rely on a bond. He also believes this drives the discussion on the M&O and the budget for 2018. We have not put any money in for replacement in the 2018 budget.

Commissioner Gustafson stated we have to run this like a business. We can't spend all the money and then decide we need equipment. It has to come out of the tax money. We have a lot of new fire trucks and ambulances. We have to keep our equipment newer so it does not affect our fire rating. He also commented that there is nothing identified for the Kapowsin station. We are planning to put residents at station 3. When times are good, we can get residents but as soon as we train them, they will get jobs elsewhere.

Commissioner Rosenlund spoke in favor of the Fleet and Equipment Replacement funds. It is always a good practice to put money aside for the projected expenses rather than come back in time of need and do interest bearing funding.

Commissioner Portmann asked what the history was with the uncommitted reserves and if that has been used to purchase equipment. DC Judd answered that we have used some of the funds from reserves to purchase equipment, but it was not common practice. We have generally saved for them, used left over funds from a previous year or encumbered assessed value increases for a year to purchase equipment. Currently our uncommitted reserve sits at \$1.3 million. Commissioner Gustafson also commented that we have also used that money during bad times to balance the budget and avoid layoffs.

Commissioner Rosenlund offered that most agencies are dependent on some other source of funding, either levy or bond, as the taxing structure set by the State is not such that any fire department can make it without additional funding for some projects. The voter approved measures are a check and balance with the community. If we are doing a good job with their money, they will approve more. Chief Dale agreed that our current staffing level and future need is not sustainable without additional funding. That is going to take additional people and additional cycles of M&Os. He further said we will also need to look at other sources such as an EMS Levy Lid Lift if that is beneficial. We are currently looking at a Fire Benefit Charge model.

Finally, Chief Dale wanted to provide information for consideration on when the best time to hold an election would be in 2018. Chief Dale has gained a lot of his information from Vice President Wahl.

- a) February – It is right around the corner. Bethel School District will be on the ballot with three measures.
  - i. Advantages
    - 1. On the ballot with Bethel School District – versus alone
  - ii. Disadvantages
    - 1. On the ballot with Bethel School District – one more measure
- b) April
  - i. Advantages
    - 1. Could be the lone measure on the ballot
  - ii. Disadvantages
    - 1. Lone measure on the ballot
    - 2. Could be with Bethel School District if they fail in February.
- c) August
  - i. Advantages
    - 1. Additional preparation time – community outreach
  - ii. Disadvantages
    - 1. Low voter turnout
- d) November
  - i. Advantages
    - 1. Additional preparation time
  - ii. Disadvantages
    - 1. Last chance prior to end of 2018 and current M&O ends

From tonight, Chief Dale was looking to have discussion and direction on what the levy amount would be and when is the best time to go out for an election. He proposed that by the regular meeting next week, we be ready to make those decisions. Additionally, he is looking for direction on Fleet and Equipment Replacement being within the budget or looking at a bond for that.



Commissioner Portmann reiterated that he believes the decisions on the Fleet and Equipment Replacement needs to be made tonight as that has impacts on the budget for 2018. He would like to start the savings now to be ahead of the curve. In 2017, we levied 39.5 cents on the M&O. We could levy the same rate in 2018 to put into the replacement accounts. We could also discuss levying the full amount which would be 41 cents. Chief Dale asked if Commissioner Portmann was recommending to use this money for the replacement funds to allow for more up front hiring of personnel. Commissioner Portmann affirmed his question. He believed the message we gave to the voters last election was that we were going to fund our needs, so we could go either way. He would also like to see staff carve out a little more out of the budget to go into the replacement funds.

**Commissioner Portmann moved to proceed with 39.5 cents per \$1,000 AV with the excess to go into three replacement funds discussed. Commissioner Rosenlund seconded the motion. Motion carried unanimously.**

DC Judd asked for clarification if the Board is looking for the 2018 budget to be as close to the \$580,000 for the Fleet and Equipment Replacement funds as possible. Commissioner Portmann affirmed that would be his direction. DC Judd advised we would be about \$180,000 short. He asked if the Board would consider using the 1% of the Fire and EMS levies, which goes to the uncommitted reserve, as part of \$580,000. Chief Dale stated that would be helpful.

Commissioner Rosenlund announced that the new Financial Policy, which will be discussed at the next Board meeting, will call for the discretionary uncommitted reserve to be in the 5-25% range. We are currently at 8.4% so we are within that range. He agreed that the 1% could go to the replacement funds. The Board gave consensus to use the 1% toward the replacement funds.

The Chair called for a recess @ 7:17 p.m.

The Board reconvene @ 7:24 p.m.

Chief Dale brought forward his plan for community outreach beginning next Monday if the Board decides to go out for an M&O in February. He would assign a staff person to manage the community outreach focused on the levy. He pointed out a recent comment on our website that it was a good move to have the first responders out in the community on Halloween and that he would now be voting for the Lid Lift. In general, we have about 7,000 interactions with our citizens and by and large most of them would be positive and most people would vote affirmatively. He would like to expand the connection with those that did not use our service in the last year or two. Commissioner Blanchard-Reed asked how many events have been identified between now and February. Chief Dale answered with the events that are on the books with the food baskets, Coats for Kids, Santa runs.

Commissioner Rosenlund asked staff which date for an election they would pick and why. Chief Dale recommended February. He realizes this is a short time frame but he believes he can put together an outreach plan to overcome that. He weighs the disadvantage of the short time frame against the low voter turnout of August and lateness of November. If it doesn't pass we still have November to fall back on. Commissioner Blanchard-Reed wanted to know what results are available to look at for us and neighboring districts in the past 10 years of elections. Luke Wahl stated he has studied elections for local for past 6 years. We have a very conservative voter population, but also dedicated voters. We have not failed a levy in November. The demographic of voter turnout is very good. August has not been good for us. It is a small turnout with just the base community. April, we will be by ourselves or going against

Bethel who failed in February. The no-votes would be out. February, the school should bring out a lot of voters. Validating will not be an issue. Tomorrow's election should give us insight into a February election, within 2-4%. Commissioner Rosenlund would like a summary of the data from tomorrow night's results for Monday's meeting.

**2016 REMAINING FUNDS**

Chief Dale requested to use \$8,000 to purchase a used boat from West Pierce Fire & Rescue to replace our boat. West Pierce has a 1992 rigid fiberglass hull with inflatable pontoons, 16' in length, 60 hp outboard motor with a pedestal drive position. Commissioner Gustafson asked how deep this boat sits in the water. Kapowsin Lake has stumps just below the water. Chief Richards advised that it is similar to our current boat but it has a ridged hull.

**Commissioner Rosenlund moved to expend approximately \$8,000 from the 2016 Remaining Funds to purchase a used boat from West Pierce Fire & Rescue. Commissioner Barstow seconded the motion. Motion carried unanimously.**

**EXECUTIVE SESSION**

None

**ADJOURNMENT**

**With no further business to come before the Board, the Special Board Meeting of November 6, 2017, was adjourned at 7:44 p.m.**

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Gerald W. Gustafson, Commissioner

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Anthony D. Judd, District Secretary

**GRAHAM FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
REGULAR BOARD MEETING  
November 13, 2017**

**CALL TO ORDER**

Commissioner Gustafson called the meeting to order at 7:00 p.m.

**Attendance:**

Present: Commissioner Gerald W. Gustafson, Commissioner Russell T. Barstow (by phone), Commissioner Adam G. Rosenlund, Commissioner Gina Blanchard-Reed, Commissioner Ryan Portmann, Fire Chief Pat Dale, Deputy Chief Tony Judd and Board Secretary Jodi Reynolds

Absent: Deputy Chief Oscar Espinosa

Commissioner Gustafson led the Pledge of Allegiance and welcomed the audience.

**APPROVAL/MODIFICATION OF THE AGENDA**

**Commissioner Rosenlund moved to approve the Agenda as written. Commissioner Barstow seconded the motion. Motion carried unanimously.**

**APPROVAL OF CONSENT AGENDA**

Approval of Special Board Meeting Minutes of October 11, 2017

Approval of Regular Board Meeting Minutes of October 23, 2017

Approval of Financial Documentation:

Payables: Checks #23499 through #23573 =	\$102,398.92
Payables (Payroll): Check #23585 =	\$5,381.80
Payroll: Checks #23574 through #23584 =	\$4,342.08
Payroll Transfer (EFT) =	\$1,379.97
Transfer (EFT) =	\$588.06
<b>TOTAL:</b>	<b><u>\$114,090.83</u></b>

**Commissioner Rosenlund moved to approve the Consent Agenda in the amount of \$114,090.83 after proper audit. Commissioner Blanchard-Reed seconded the motion. Motion carried unanimously.**

**CORRESPONDENCE**

Pierce Co. Fire Prevention Bureau Monthly Report for October 2017

**GENERAL ADMINISTRATION**

**Fire Chief's Report**

Fire Chief Dale greeted the Board and audience members and then reported on the following:

The three Recruit Firefighters – Ryan Watson, Justin Funk and John Ernst, will graduate from the Bates Academy on November 28<sup>th</sup> at 7:00 p.m. at the Bates Technical College South Campus. The Board is invited to attend. All three are doing very well, toward the top of the class.

The State Auditor notified staff he will be here on Monday, November 20<sup>th</sup> to start the 2016 financial and accountability audit.



2018 Budget Review. Chief Dale informed the Board staff would proceed with a review of the changes made to the budget since the first line-by-line review. He deferred to Deputy Chief Judd to proceed with the review. Deputy Chief Judd stated he would start with the Revenue page and distributed copies to the Board. He explained he highlighted the areas where he made changes and proceeded to review these as follows:

Tax Revenue:

- M&O Levy: To keep the same rate, the amount was increased by approximately \$350,000.
- 1% Fire/EMS Levies transfer to Reserves: This amount was removed, but you will see a transfer to the Equipment and Fleet Replacement Fund which will go into the Reserve Account.

Non-Tax Revenue:

- GEMT: Increased from \$300,000 to \$400,000. Commissioner Gustafson asked about getting the money back the District previously contributed. Deputy Chief Judd explained for the first few years, fees will be charged to the agencies who did not contribute and this money will come back to us and the other agencies who did.
- Miscellaneous Contracts: \$4,000 added to account for the ½ FTE – Lieutenant in Training – shared with Orting Fire.
- Unspent Equipment Replacement Carry Forward: \$177,279. Commissioner Blanchard Reed asked where this money will go and he responded it will go into the Equipment and Fleet Replacement Fund.
- 2016 Remaining Fund Carry Forward: Projects not completed in 2017 to be done in 2018.
- Capital Purchase Carry Forward: Two staff vehicles budgeted for 2017 which will not be purchased before the end of the year.

Total Revenue: \$18,160,250

Expenditures:

Deputy Chief Judd explained he would now proceed with Expenditures. He handed out the revised Budget Comparison Fund Totals document. He stated the first two pages address revenue, and restate what he just reviewed. The expenditures start on page three. He reviewed the changes as follows:

- Transfer to Reserves: Transfer of \$677,366 into Fleet and Equipment Replacement Fund.
- Payroll: Several minor adjustments.
- LEOFF 1: Added one retiree and will remove one in July and one in September 2018.
- BIAS: Their invoice came in and was far less than he expected.
- Under Operations – BC/Capt/LT/FF: Firefighter/Paramedic who resigned being replaced by Firefighter. Also includes delaying hiring of new employees until April 1<sup>st</sup>, if M&O passes.
- Operating Tools & Equipment: Contains an error. Comment section itemized amounts do not equal total of \$15,000. He will make correction.
- Previous Year Remaining Funds – PPE and Previous Year Remaining Funds – Safety Equipment: Rollovers of 2016 remaining funds for projects to be completed.
- EMS – LTs/PMs: Should be 29 FTEs in comment section, not 30.
- New Equipment: Includes purchase of 4 LifePak 15s for Medic Units over five years at 0% interest and trade-in of two LifePak 12s.

- Previous Year Remaining Funds: \$20,000 for newsletter added to \$20,000 for newsletter in 2018 results in \$40,000. May do quarterly newsletter for community outreach.
- Personnel Training – Suppression/Staff: Added Peer Fitness CE for trainers.
- Personnel Training – EMS: Reduced from \$40,000.
- Previous Year Remaining Funds – CTC: Command Training Center
- Previous Year Remaining Funds – Training: Rural Water Supply Training
- Previous Year Remaining Funds – Facilities: Station 91 HVAC, Contracted Grounds Work, Station 93 Mobile Home Removal.
- Utility Vehicles: Added one more command vehicle in addition to two already planning to purchase.

Total Expenditures: \$18,160,250

Deputy Chief Judd then distributed to the Board a revised sheet showing the adjusted FTE Allotment resulting from the resignation of a Firefighter/Paramedic in 2017.

Deputy Chief Judd handed out the revised Reserve Budget sheet to the Board. He explained, under Reserve Commitments, he has broken out the amounts for Fleet Replacement and Equipment Replacement. Although we do not have 1% from Fire & EMS Levies going in, we do have the transfer of \$677,366 from General to Reserve. The Economic Contingency Fund will be \$1.7 million by the end of next year. Commissioner Blanchard-Reed asked if this equals 8%, and he responded affirmatively. The 2018 Budget Review presentation concluded.

Chief Dale stated the goal is to approve 2018 Budget at the next Board Meeting.

Results of Proposition 1 Fire Levy Lid Lift. Chief Dale confirmed for the Board the Levy Lid Lift passed. He requested Deputy Chief Judd hand out the Pierce County election information and statistics staff compiled at the request of the Board at the last meeting. He pointed out the data from the November 7<sup>th</sup> election shows the “Blank” vote number was 247, which is approximately 2% of the total number of ballots. He said he finds this remarkable and an area we can make an impact on going forward. The “Approved” votes totaled 55.86% or 4,068 votes. Deputy Chief Judd added that in past elections, the District averaged only 7 blank votes vs. 247 in this election. Commissioner Portmann commended Chief Dale on his use of social media to reach that demographic. Commissioner Blanchard-Reed suggested staff obtain voter demographic information to help determine the method of outreach to be utilized moving forward. Chief Dale agreed.

Operating Instruction 423 – On-Call Chief Duty Officer. Chief Dale requested Board disposition of this policy.

**Commissioner Rosenlund moved to approve Operating Instruction 423 – On-Call Chief Duty Officer, as written. Commissioner Portmann seconded the motion. Motion carried unanimously.**

Maintenance & Operations Levy Amount. Chief Dale referred the Board back to the handout with the election information, specifically item #1 – “History of time of year versus success/failure of measures – GF&R and Pierce County,” and the attached election statistics sheet. All of our measures over the past nine years were on the August or November ballot and passed, with the exception of the 2014 M&O measure on the August ballot which failed, but did pass in November. He explained there is no data for February or April elections because Graham has never run a measure then; in fact, there is very little data for those elections in

M&O

Pierce County at all. Chief Dale then referred the Board to the statistics for our neighboring fire agencies and briefly reviewed them.

Chief Dale then returned to item #3, "M&O Levy – 2018." In order to validate, the measure requires 3,015 "Yes" votes plus 60% favorable majority (minimum 5,026). He then addressed considerations for the timing of the M&O next year, starting with February. He stated he spoke with Tom Siegel, Superintendent of the Bethel School District. They plan to put three measures on the February ballot: Enhancement Renewal, Technical Levy Renewal and a Bond. If they fail to pass, Superintendent Siegel would recommend to his Board to go back out in November. Chief Dale said he also conferred with members of the Local to do some strategizing on this. Other considerations for February are the high likelihood of validating and sharing the cost with Bethel School District. Also, the holiday season affords us many opportunities for community outreach. Considerations for April include: We would probably be alone on the ballot and bear the entire cost; it would require considerable outreach to secure a favorable majority "Yes" votes; and require us to aggressively pursue validation. April would allow us approximately eight additional weeks for community outreach than February would; but possibly some of the headway made during the holidays could be lost if we wait until April. A consideration for August is lower voter turnout historically. Commissioner Blanchard-Reed stated that while she is not advocating for August, summer does offer several outreach opportunities. She is concerned about the effectiveness of outreach over the holidays. Luke Wahl, Local 726 Vice President, provided additional historical insight into past elections.

Commissioner Rosenlund asked what the dollar amounts are of the Bethel School District measures. Commissioner Portmann stated he heard the total of the Enhancement and Technical levies is less than what they are currently collecting. Luke Wahl stated the schools currently collect \$4.51 per \$1,000 AV, and all they have said so far is that the total will not exceed that amount. He believes the total will come to what they are collecting now, with the Bond making up the difference. Commissioner Rosenlund stated he sees the advantages of the February election, specifically, the multiple measures on the ballot.

Commissioner Blanchard-Reed asked Chief Dale if he was seeking a motion by the Board on the timing of the M&O Levy and the amount. Chief Dale responded affirmatively. He referred the Board to the document provided to them at the November 6<sup>th</sup> Special Board Meeting outlining options for the M&O Levy amount.

Commissioner Blanchard-Reed expressed that if we are going for the Gold level we will have to wait until November. Commissioner Portmann stated he is in favor of the Silver approach. He wants to increase staffing, and this is the most reasonable way to do that and most likely to pass. Commissioner Rosenlund stated he also likes the Silver option where we are still around a rate of \$.60 per \$1,000, which is consistent with the last M&O. Commissioner Blanchard-Reed requested the figures provided by staff at the previous meeting showing the annual increase in taxes for each level: Bronze, Silver and Gold, for a taxpayer who owns a \$300,000 home. Commissioner Portmann replied the increase is \$86.40 for the Bronze, \$185.70 for the Silver, and \$289.20 for the Gold. Commissioner Blanchard-Reed stated that as much as she does not want to see taxes raised, she would rather go for the Gold level and do it well, rather than starting with Silver, determining it is not enough and asking the taxpayers for more. She asked Chief Dale his thoughts on this. He said we are going to be levy-dependent for at least a few more cycles. Silver could be a step which would increase staffing by four positions, which requires hiring 18 people. Then, in four years, we could go out for the Gold level. Commissioner Portmann stated he did not know if voters would go for \$.96 per \$1,000 AV. Commissioner Blanchard-Reed stated when she compares the \$185 (Silver) to the \$289 (Gold) to protect her property and her life, the bottom line is a difference of just \$100. Commissioner Rosenlund



stated he is concerned about breaking the trust of our citizens. There is a risk of swinging for the fences in November, and if the levy does not pass, we will start 2019 with a budget shortfall. Discussion continued.

Commissioner Gustafson stated it is a matter of fact that four years ago we ran an M&O levy in order to save jobs and not have to lay people off. It is a cardinal sin to hire people off of an M&O. If it does not pass again in four years, those people are gone. You have to work it so you can keep those people. We had \$2.9 million then. Including the 2018 budget, we will have brought in \$9.5 million over four years; \$6.1 million in new taxes; GEMT should bring in \$400K - \$450K; ambulance billing has brought in \$200K more each year; and with the M&O which started at \$2.75 million, we are up over 100%. Also, home values have increased significantly, resulting in far higher property taxes. It is easy to look at the short-term, with blinders on. Roy has been unable to pass their levies that require 50% approval. We need to think about these things. There will probably be someone who will write a no side this time, unlike last time. If we cannot get by with what we've got, we're doing something not quite right.

Commissioner Blanchard-Reed asked what else we can do in order to increase staffing. Commissioner Gustafson responded that over the weekend he asked a number of fire districts and they only have two people on their fire engines. Some of our stations have three on an engine and some have two. Commissioner Portmann stated we are a unique district and straddle the growth management line. While two-person engine companies may work from 224<sup>th</sup> south where call volume is lower, he wonders about the areas where apartments are going in, nursing homes, and industry over by Fredrickson, and if three-person engine companies are more suitable in these areas. If we stay status quo we will have to send more units to a scene to have enough manpower, which can then leave other parts of the district vulnerable. Commissioner Gustafson stated we have mutual aid available. The Tacoma Fire Department has a lot more people than we do, but their fire engines are far older. Commissioner Rosenlund stated he is interested to know how many Firefighters other comparable districts have on their engines. We are in a place that we need to step up to three. He agrees with some of the points Commissioner Gustafson raised, but in order to work toward the goal of the Gold standard, the standard of care our citizens deserve, he believes we can get there following the conservative approach, which is the Silver plan. Commissioner Blanchard-Reed asked if there is any way to pay for additional staffing other than with an M&O. Commissioner Gustafson stated government grants can be used. Deputy Chief Judd said these are SAFER grants and the last one we had covered two years, but now they are back to three. Commissioner Rosenlund brought up the Fire Benefit Charge which is being researched currently. Commissioner Blanchard-Reed asked what the downside is of going for the Gold standard early and adjusting later in the year. Commissioner Portmann responded he is concerned about the dollar amount. If the \$.61 goes down significantly or there is a big opposition, we may be back to running a measure to just sustain what we have.

Commissioner Gustafson asked Chief Dale what is being done about Station 92. Chief Dale responded that according to his Silver plan, we will eventually work toward a sustainable volunteer force in the south starting with Station 93 and putting a building at Station 92. Commissioner Gustafson asked when this could happen and Chief Dale responded it could happen immediately using the Bond money. Commissioner Barstow stated he is in favor of the Silver plan. He is adamantly opposed to two-person staffing, so whatever can be done to end that he favors. Commissioner Portmann asked about the plan for staffing Station 92. Chief Dale stated he is working with Labor on this transition and working on building a pool of Resident/Volunteers that we would hire from. This would bring in even more people. Commissioner Rosenlund said those he had spoken to about this Resident/Volunteer program are really excited about it and like the idea of Graham going back to being a great teaching

department. He stated he believes those things Commissioner Gustafson wants at Stations 92 and 93 can happen with the Silver plan. Commissioner Gustafson voiced his concern that building a pool of Resident/Volunteers will be difficult because once we get them trained, they get hired by someone else. Discussion continued.

**Commissioner Rosenlund moved to direct Fire Chief Dale to develop a plan, based on the Progressive/Silver model, to place a Maintenance & Operations Levy measure on the February 2018 ballot. Commissioner Barstow seconded the motion. Yes: Commissioners Barstow, Rosenlund, Blanchard-Reed and Portmann; No: Commissioner Gustafson. Motion carried by a majority.**

Santa Breakfast. Chief Dale informed the Board the annual Santa Breakfast is scheduled for Saturday, December 2<sup>nd</sup> at 9:00 a.m. at Station 94, and they are invited to attend. Commissioner Gustafson said Board members are expected to be there to help cook and serve breakfast. Set-up and cooking begins between 7:00 and 7:30 a.m.

### **STANDING COMMITTEES**

Budget, Finance and Audit – No report

Policy and Procedure – Commissioner Rosenlund stated they have a new policy, which was handed out for a first viewing, and requested they review it over the next two weeks. He highlighted the following: 1. Operating Budget Policies – Frequency of reviewing revenue and expenditure reports and who reviews them; 2. Equipment Replacement Reserve – Added Fleet Maintenance Reserve and Fire/EMS Equipment Reserve; 3. Uncompensated Absences; 4. Economic Contingency – Figure is 5%-25% of annual expenditures; 5. Budget Calendar – The Fire Chief will propose an annual budget calendar by the first Board meeting in September. Deputy Chief Judd added that most of this is current practice, but it is good to get it down in writing. Commissioner Barstow requested Commissioner Rosenlund place a copy of the policy in his District mailbox.

Mergers/Consolidations – No report

Joint Labor/Management – No report

Strategic Leadership Plan – Commissioner Rosenlund stated a meeting is scheduled to interview consultant Doug Mah on December 19<sup>th</sup>.

Legislative Affairs – No report. Commissioner Blanchard-Reed reminded the Board and staff Legislative Day is Thursday, January 25<sup>th</sup>.

### **NEW BUSINESS**

Resolution No. 887 – Surplus Helmets and Boots

Board Secretary Jodi Reynolds read Resolution No. 887, Surplus Helmets and Boots, into the record. Commissioner Rosenlund stated the Board will review the resolution over the next two weeks.

### **COMMISSIONER COMMENTS**

None

### **PUBLIC COMMENTS**

None

### **GOOD OF THE ORDER**

Deputy Chief Judd stated we need to swear into office Commissioner Blanchard-Reed at the next Board meeting, once the election is certified.

**EXECUTIVE SESSION**

Chief Dale requested a five-minute Executive Session under RCW 42.30.140 (4) (b) to plan or adopt strategy/position for collective bargaining, with business to follow.

**Commissioner Gustafson announced a five-minute Executive Session under RCW 42.30.140 (4) (b) to plan or adopt strategy/position for collective bargaining, with business to follow.**

**Commissioner Gustafson announced a recess at 8:36 p.m.**

**The Executive Session was announced as beginning at 8:39 p.m.**

**The Executive Session was announced as ending at 8:44 p.m.**

**Commissioner Gustafson reconvened the Regular Board Meeting at 8:45 p.m.**

**Commissioner Portmann moved to approve the Memorandum of Understanding between the IAFF Local 726 Chiefs Bargaining Unit and the District amending Article 33 – Duty Chief Program. Commissioner Rosenlund seconded the motion. Motion carried unanimously.**

**ADJOURNMENT**

**With no further business to come before the Board, the Regular Board Meeting of November 13, 2017, was adjourned at 8:47 p.m.**

\_\_\_\_\_  
Gerald W. Gustafson, Commissioner

\_\_\_\_\_  
Anthony D. Judd, District Secretary



**GRAHAM FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
REGULAR BOARD MEETING  
November 27, 2017**

**CALL TO ORDER**

Commissioner Gustafson called the meeting to order at 7:00 p.m.

**Attendance:**

Present: Commissioner Gerald W. Gustafson, Commissioner Russell T. Barstow, Commissioner Gina Blanchard-Reed, Commissioner Ryan Portmann, Fire Chief Pat Dale, Deputy Chief Tony Judd, Deputy Chief Oscar Espinosa and Board Secretary Jodi Reynolds

Absent: Commissioner Adam G. Rosenlund

Commissioner Gustafson led the Pledge of Allegiance and welcomed the audience.

**APPROVAL/MODIFICATION OF THE AGENDA**

**Commissioner Barstow moved to approve the Agenda as written. Commissioner Blanchard-Reed seconded the motion. Motion carried unanimously.**

**APPROVAL OF CONSENT AGENDA**

Approval of Special Board Meeting Minutes of November 6, 2017  
Approval of Regular Board Meeting Minutes of November 13, 2017  
Approval of Financial Documentation:

Payables: Checks #23614 through #23644 =	\$48,519.27
Payables (Payroll): Checks #23599 through #23613 =	\$413,792.40
Payroll: Checks #23586 through #23598 =	\$27,169.03
Payroll Transfers (EFTs) =	<u>\$937,139.75</u>

**TOTAL: \$1,426,620.45**

**Commissioner Blanchard-Reed moved to approve the Consent Agenda in the amount of \$1,426,620.45 after proper audit. Commissioner Barstow seconded the motion. Motion carried unanimously.**

Deputy Chief Judd informed the Board he had one additional payable: Check #23645 payable to the Pierce County Fire Chiefs Association in the amount of \$343.00 for our attendance at the Pierce Co. Fire Chiefs and Commissioners Associations' Awards Banquet on December 7<sup>th</sup>.

**Commissioner Barstow moved to approve the additional payable: Check #23645 payable to the Pierce County Fire Chiefs Association in the amount of \$343.00. Commissioner Blanchard-Reed seconded the motion. Motion carried unanimously.**

**CORRESPONDENCE**

None

**GENERAL ADMINISTRATION**

**Fire Chief's Report**

Fire Chief Dale greeted the Board and audience members and then reported on the following:

The Department's three Recruit Firefighters – Ryan Watson, Justin Funk and John Ernst, will graduate from the Bates Academy on November 28<sup>th</sup> at 7:00 p.m. at the Bates Technical College South Campus. The Board members are encouraged to attend.

Resident Firefighter Blake Gillespie has accepted a full-time position with South King Fire & Rescue and has tendered his resignation as a volunteer with us. We wish him well.

2018 Budget Approval. Chief Dale stated to the Board he is seeking approval of the 2018 Budget tonight. He referred the Board to the revised budget documents located in their books. He started with the Budget Comparison Fund Totals document. He explained on page one, the Fire Protection Services line item was reduced from \$111,000 to \$101,000, due to the Interlocal Agreement (ILA) with Orting Valley Fire & Rescue being reduced by \$10,000. On page three, the Transfer to Reserves line item is also decreased by \$10,000 due to the adjustment in the ILA. On page seven, the Operating Tools & Equipment line item is increased from \$15,000 to \$21,900 due to a clerical error on the draft budget. Staff has added the items previously missed in the calculation. He concluded by stating the remainder of the Budget is the same as presented to the Board at the previous meeting. He requested Board approval of the 2018 Budget.

**Commissioner Blanchard-Reed moved the approval of the 2018 Budget, as presented. Commissioner Barstow seconded the motion. Discussion was held on the motion.**

Commissioner Gustafson stated he had a question about the ALS Revenues figure on the Revenue sheet, \$1.45 million. He asked where we are at on this now. Deputy Chief Judd responded we are on pace to hit \$1.45 million this year.

**Commissioner Gustafson called the question. Motion carried unanimously.**

Interlocal Agreement with Orting Valley Fire & Rescue for Training Services. Chief Dale informed the Board he had a revised version of the agreement and Deputy Chief Judd would hand it out to them. Chief Dale proceeded to identify the changes which were highlighted in the document. Upon conclusion, he stated he was seeking Board approval of the Interlocal Agreement.

**Commissioner Barstow moved the approval of the Interlocal Cooperation Agreement between the District and Orting Valley Fire & Rescue, as presented. Commissioner Blanchard-Reed seconded the motion. Motion carried unanimously.**

December 25<sup>th</sup> Regular Board Meeting. Chief Dale explained the second Board meeting in December lands on a holiday. He suggested the meeting be moved to Thursday, December 21<sup>st</sup> at 4:00 p.m.

**Commissioner Portmann moved to cancel the Regular Board Meeting on December 25, 2017. Commissioner Blanchard-Reed seconded the motion. Motion carried unanimously.**

**Commissioner Portmann moved to schedule a Special Board Meeting on December 21, 2017 at 4:00 p.m. Commissioner Barstow seconded the motion. Motion carried unanimously.**

Pierce County Fire Commissioners Association Meeting in 2018. Chief Dale requested the Board select one of the available dates listed in the Chief's Report to host the Association's

monthly meeting in 2018. Commissioner Gustafson suggested February 22<sup>nd</sup>, and the other Board members concurred. Deputy Chief Judd asked if they would also prioritize the remaining dates in case February is no longer available. Commissioner Portmann offered May, August, and September, in that order. The Board agreed.

State Auditor Letter of Engagement. Chief Dale informed the Board the Auditor gave the letter to staff today. Deputy Chief Judd added that the letter requires the Board Chair's signature which he can take care of following tonight's meeting. Commissioner Gustafson asked if the audit will take two weeks. Deputy Chief Judd stated the Auditor believes he will be finished before the end of December.

#### **STANDING COMMITTEES**

Budget, Finance and Audit – No report  
Policy and Procedure – No report  
Mergers/Consolidations – No report  
Joint Labor/Management – No report  
Strategic Leadership Plan – No report  
Legislative Affairs – No report

#### **NEW BUSINESS**

Resolution No. 887, Surplus Helmets and Boots. Deputy Chief Judd reminded the Board the resolution was read into the record at the November 13<sup>th</sup> Board meeting.

**Commissioner Portmann moved the approval of Resolution No. 887, Surplus Helmets and Boots, as written. Commissioner Blanchard-Reed seconded the motion. Motion carried unanimously.**

Resolution No. 888, Approving the 2018 Budget.

Board Secretary Jodi Reynolds read Resolution No. 888, Approving the 2018 Budget, into the record.

**Commissioner Barstow moved the approval of Resolution No. 888, Approving the 2018 Budget, as written. Commissioner Blanchard-Reed seconded the motion. Motion carried unanimously.**

Resolution No. 889, Authorizing the 2018 Regular Property Tax Collection.

Board Secretary Jodi Reynolds read Resolution No. 889, Authorizing the 2018 Regular Property Tax Collection, into the record.

**Commissioner Barstow moved the approval of Resolution No. 889, Authorizing the 2018 Regular Property Tax Collection, as written. Commissioner Blanchard-Reed seconded the motion. Motion carried unanimously.**

Resolution No. 890, Authorizing the 2018 EMS Property Tax Collection.

Board Secretary Jodi Reynolds read Resolution No. 890, Authorizing the 2018 EMS Property Tax Collection, into the record.

**Commissioner Barstow moved the approval of Resolution No. 890, Authorizing the 2018 EMS Property Tax Collection, as written. Commissioner Blanchard-Reed seconded the motion. Motion carried unanimously.**



**COMMISSIONER COMMENTS**

None

**PUBLIC COMMENTS**

Citizen Bob Benum asked the Board if both of South Pierce District 17's bond measures failed. Commissioner Barstow responded affirmatively. Then Mr. Benum inquired about Orting's measure. Commissioner Gustafson responded that their Maintenance and Operations levy passed and it validated. Mr. Benum explained the reason for his question is that with the agreement for training approved tonight, we are starting a process of mutual interest, but, Orting is not the wealthiest fire district in the county. Commissioner Gustafson explained the agreement for training is mutually beneficial. We provide training for their personnel and they pay us. Mr. Benum asked if this will hurt us financially, and Commissioner Gustafson responded it will not.

Commissioner Gustafson asked Chief Dale if they are still planning to run the M&O in the next election, and he responded affirmatively. Chief Dale stated we must file with the County by December 15<sup>th</sup>. Commissioner Portmann added that the next Board meeting is December 11<sup>th</sup>. Commissioner Gustafson stated he had expected the M&O topic to be on tonight's agenda.

**EXECUTIVE SESSION**

None

**ADJOURNMENT**

**With no further business to come before the Board, the Regular Board Meeting of November 27, 2017, was adjourned at 7:30 p.m.**

\_\_\_\_\_  
Gerald W. Gustafson, Commissioner

\_\_\_\_\_  
Anthony D. Judd, District Secretary

**GRAHAM FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
REGULAR BOARD MEETING  
December 11, 2017**

**CALL TO ORDER**

Commissioner Gustafson called the meeting to order at 7:00 p.m.

**Attendance:**

Present: Commissioner Gerald W. Gustafson, Commissioner Russell T. Barstow, Commissioner Adam G. Rosenlund, Commissioner Gina Blanchard-Reed, Commissioner Ryan Portmann, Fire Chief Pat Dale, Deputy Chief Tony Judd, Deputy Chief Oscar Espinosa and Board Secretary Jodi Reynolds

Commissioner Gustafson led the Pledge of Allegiance and welcomed the audience.

**APPROVAL/MODIFICATION OF THE AGENDA**

**Commissioner Rosenlund moved to approve the Agenda as written. Commissioner Blanchard-Reed seconded the motion. Motion carried unanimously.**

**PRESENTATION**

District Secretary Tony Judd administered the Oath of Office to Commissioner Gina Blanchard-Reed and presented her with a framed certificate.

**APPROVAL OF CONSENT AGENDA**

Approval of Regular Board Meeting Minutes of November 27, 2017

Approval of Financial Documentation:

Payables: Checks #23646 through #23687 =	\$40,683.00
Transfer (EFT) =	<u>\$477.57</u>
<b>TOTAL:</b>	<b><u>\$41,160.57</u></b>

**Commissioner Rosenlund moved to approve the Consent Agenda in the amount of \$41,160.57 after proper audit. Commissioner Portmann seconded the motion. Motion carried unanimously.**

**CORRESPONDENCE**

Pierce Co. Fire Prevention Bureau Monthly Report for November 2017

Letter and Certificate of Election from the Pierce Co. Auditor's Office for the November 7, 2017 Election

**GENERAL ADMINISTRATION**

**Fire Chief's Report**

Fire Chief Dale greeted the Board and audience members and then reported on the following:

On Tuesday night, December 5<sup>th</sup>, we responded to a shooting incident at Graham-Kapowsin High School. We deployed as if this was an active shooter incident, but it turned out it was not. Overall, he was impressed with our deployment, our response time was good, and transport time for the two victims was impressive. The command structure included working with police

and school personnel. The incident was very hectic for several hours. We set up the EOC and called in off-duty members. Central Pierce provided their Peer Support Team and Chaplains as resources for the responding personnel. He felt overall we had a good response to this incident.

The next morning, Wednesday, December 6<sup>th</sup>, we responded to a house fire. We engaged in offensive positions and saved the structure from becoming a total loss. The homeowners were grateful for our efforts to save their property, which included relocating the contents of the living room prior to ceiling removal and extinguishment.

Firehouse Santa night is this Wednesday, December 13<sup>th</sup> beginning at 6:00 p.m. at Station 91. This is open to the public. The North Star Choir and Santa will be in attendance.

Operation Warm/Coats for Kids is taking place currently. Assistant Chief Waltrip is managing this program. This is another great event.

We will be hosting the Pierce County Commissioners Association meeting on February 22, 2018 here at Station 94.

#### **STANDING COMMITTEES**

Budget, Finance and Audit – No

Policy and Procedure – No

Mergers/Consolidations – No

Joint Labor/Management – No

Strategic Leadership Plan – No

Legislative Affairs – No report. Commissioner Blanchard-Reed reminded the Board and staff that Legislative Day is January 25<sup>th</sup>.

#### **NEW BUSINESS**

Resolution No. 891, Maintenance & Operations Levy (February 2018 Ballot).

Board Secretary Jodi Reynolds read Resolution No. 891, Maintenance & Operations Levy (February 2018 Ballot) into the record.

**Commissioner Portmann moved the approval of Resolution No. 891, Maintenance & Operations Levy (February 2018 Ballot). Commissioner Barstow seconded the motion. Yes: Commissioners Barstow, Rosenlund, Blanchard-Reed and Portmann; No: Commissioner Gustafson. Motion carried by a majority.**

Deputy Chief Judd referred the Board to the Explanatory Statement located behind the Fire Chief's Report in their books. He explained this is substantially what will be included in the final version, and asked that if the Board members had anything to add to let him know. He needs to have it finished by Thursday. Much of the Explanatory Statement content is determined by the Pierce County Prosecutor who will review our submission to make sure it meets the required criteria.

Memorandum of Understanding.

**Commissioner Portmann moved to approve the Memorandum of Understanding between the District and IAFF Local 726 Firefighters Bargaining Unit regarding the 2018 Salary Schedule. Commissioner Barstow seconded the motion.**



Discussion was held on the motion. Deputy Chief Judd explained this is an administrative function. The contract has already been negotiated and this puts what was negotiated into writing.

**Commissioner Gustafson called the question. Motion carried unanimously.**

### **COMMISSIONER COMMENTS**

Commissioner Portmann stated he wished to echo what Chief Dale said about the Graham-Kapowsin High School response. We have exercised as a county for this type of event. He is glad to hear that law, fire and the school district were able to come together to work through this type of problem. He appreciated the fact they recognized this opportunity to activate the EOC. He thanked the responders, too.

Commissioner Blanchard-Reed asked how the response would have been different if the M&O does not pass in terms of staffing, etc. Chief Dale responded that response times could potentially be longer and resources deployed fewer due to temporary station closures.

Commissioner Rosenlund confirmed with Chief Dale his "Silver" plan includes fully staffing Station 96. Chief Dale Responded his plan calls for four additional positions starting after the M&O passes in 2018. The first step is to minimize cross-staffing and then staff three-person engine companies. Commissioner Rosenlund asked how often the engine at Station 96 is out-of-service while the medic unit transports to the hospital. Chief Dale asked staff if they have that number. Deputy Chief Espinosa responded he did not specifically, but he ran some numbers over the past few months which show Station 96 was fully staffed 20% of the time and cross staffed 80% of the time. In addition, over a seven month period, that station ran approximately 800 calls. Commissioner Portmann asked Deputy Chief Espinosa if the priority is to staff Station 96 over Station 93, and he responded affirmatively.

### **PUBLIC COMMENTS**

Citizen Bob Benum asked if during the Pledge of Allegiance at the beginning of each meeting, the Board would considered a moment of silence for our fighting men and women.

Commissioner Rosenlund responded they do this on occasion, for instance, for line of duty deaths and other significant military events. Mr. Benum asked if they would consider doing this at each meeting to show appreciation for those men and women who serve every day.

Commissioner Rosenlund stated the policy committee could revisit their Board Meetings policy to consider this. Commissioner Blanchard-Reed agreed.

Luke Wahl, Vice President of IAFF Local 726, asked if the levy fails and there is a staffing reduction, which station would experience a brown-out or the possibility of closing.

Commissioner Gustafson responded that speaking as Chairman of the Board, we have money to do our business. We have \$1,206,000 additional and \$400,000 in GEMT money coming in for 2018. We will not have to block out any stations. In the last four years we have brought in \$7.6 million. We have the money, so the thought of browning out stations is inconceivable. Mr. Wahl asked how much of the M&O was collected this year to sustain operations. Deputy Chief Judd responded \$2.2 million. Commissioner Gustafson continued that the budget has increased to \$17.15 million in four short years, and more money is coming in for this next year. Mr. Wahl stated he has a difference of opinion and asked the Board again, if the M&O fails, and current staffing levels cannot be maintained, which station will be browned-out. In the past it has been Stations 95 and 96. This is important for the citizens to know. Commissioner Rosenlund stated that if we get to that point, several studies related to call volume will be done.

Citizen Braedon Wilkerson stated he had researched the assessed valuations and property taxes of all five fire commissioners in order to have a broader conversation about where the money is actually going. He delivered copies of a document he created to the Board and stated if any members of the public wanted a copy, he had extra (See Attachment A at the conclusion of these minutes for a copy of the document in its entirety.). He explained he works at the State Chamber of Commerce and pays careful attention to where tax dollars are going. He explained this document itemizes the property taxes of all five fire commissioners and essentially anyone who lives in the Graham Fire District. The total taxable rate is \$15.28 per \$1,000 AV of any home in the district. With the proposed \$.60 M&O, the increase in property tax for a \$250,000 home would be only about \$150 per year. He stated this is a miniscule amount of money to provide lifesaving critical services to 60,000 residents. He stated we spend two and one half times that amount for public schools. Right now, the rate per \$1,000 AV for the Bethel School District is \$6.52. The fire service receives approximately \$2.60. The state actually receives more money, \$3.06, approximately 20% of our property taxes. Eighty-three percent of property tax collected goes to other special taxing districts. With an increasing population, he supports an increase of even above \$.60 to support increasing call volume. At the current rate, this is less than \$400 per household for the fire service. He stated that an increase of \$.60 for life and property protection seems like a bargain to him. If two kids get shot at Graham-Kapowsin High School, the public does not care about \$.60 per \$1,000, they care about people going home alive at the end of the day. He stated he feels it is a ridiculous argument to fight against \$.60. We are understaffed and not running rigs at the federal standard, which puts the firefighters' and public's lives at risk. Government exists to protect life and property. This is the only tax we pay that protects those things and goes to meet the fundamental responsibility of government.

Citizen Bob Benum stated the school District, at the same election that the fire district is running its M&O, is asking for \$444 million. From the public's perspective, this will look like a pretty big number. He suggested this could either hurt the fire district's chances to pass its measure or maybe it will help. Bethel Schools' Superintendent Siegel says if we pass the school bond issue, our taxes will go down \$103 per \$1,000 by the second year.

Citizen Carolyn Benum stated the next meeting with Superintendent Siegel is scheduled for January on Thursday morning.

#### **EXECUTIVE SESSION**

None

#### **ADJOURNMENT**

**With no further business to come before the Board, the Regular Board Meeting of December 11, 2017, was adjourned at 7:39 p.m.**

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Gerald W. Gustafson, Commissioner

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Anthony D. Judd, District Secretary

**ATTACHMENT A**

<b>Position 1: Commissioner Gerry Gustafson</b>	<b>\$152,265.00</b>		
<b>District</b>	<b>Rate</b>		
Central PS Regional Transit Authority	\$0.250000		
Conservation Futures	\$0.048087		
County	\$1.284826	<b>County:</b>	<b>County:</b>
County Road	\$1.775891	\$3.06	20.03%
Fire District #21 Bond - Graham	\$0.206337	<b>Fire Department:</b>	<b>Fire Department:</b>
Fire District #21 EMS - Graham	\$0.500000	\$2.60	17.00%
Fire District #21 Expense - Graham	\$1.500000		
Fire District #21 M & O - Graham	\$0.392041	<b>Miscellaneous:</b>	<b>Miscellaneous:</b>
Flood Control Zone	\$0.091721	\$1.04	6.81%
Pierce County Rural Library	\$0.467080		
Port of Tacoma	\$0.184100		
SD #403 Bond - Bethel	\$1.652413	<b>School District:</b>	<b>School District:</b>
SD #403 Capital Projects Fund - Bethel	\$0.452661	\$6.52	42.64%
SD #403 M & O - Bethel	\$4.411645	<b>State:</b>	<b>State:</b>
State	\$2.066966	\$2.07	13.52%
<b>Total:</b>	<b>\$15.28</b>		
Central PS Regional Transit Authority	\$38.07		
Conservation Futures	\$7.32		
County	\$195.63	<b>County:</b>	<b>County:</b>
County Road	\$270.41	\$466.04	20.03%
Fire District #21 Bond - Graham	\$31.42	<b>Fire Department:</b>	<b>Fire Department:</b>
Fire District #21 EMS - Graham	\$76.13	\$395.64	17.00%
Fire District #21 Expense - Graham	\$228.40		
Fire District #21 M & O - Graham	\$59.69	<b>Miscellaneous:</b>	<b>Miscellaneous:</b>
Flood Control Zone	\$13.97	\$158.51	6.81%
Pierce County Rural Library	\$71.12		
Port of Tacoma	\$28.03		
SD #403 Bond - Bethel	\$251.60	<b>School District:</b>	<b>School District:</b>
SD #403 Capital Projects Fund - Bethel	\$68.92	\$992.27	42.64%
SD #403 M & O - Bethel	\$671.74	<b>State:</b>	<b>State:</b>
State	\$314.73	\$314.73	13.52%
<b>Total:</b>	<b>\$2,327.18</b>		
<a href="https://epip.co.pierce.wa.us/CFApps/atr/ePIP/search.cfm">https://epip.co.pierce.wa.us/CFApps/atr/ePIP/search.cfm</a>			



<b>Position 2: Commissioner Russ Barstow</b>	<b>\$416,000.00</b>		
<b>District</b>	<b>Rate</b>		
Central PS Regional Transit Authority	\$0.250000		
Conservation Futures	\$0.048087		
County	\$1.284826	<b>County:</b>	<b>County:</b>
County Road	\$1.775891	\$3.06	20.03%
Fire District #21 Bond - Graham	\$0.206337	<b>Fire Department:</b>	<b>Fire Department:</b>
Fire District #21 EMS - Graham	\$0.500000	\$2.60	17.00%
Fire District #21 Expense - Graham	\$1.500000		
Fire District #21 M & O - Graham	\$0.392041	<b>Miscellaneous:</b>	<b>Miscellaneous:</b>
Flood Control Zone	\$0.091721	\$1.04	6.81%
Pierce County Rural Library	\$0.467080		
Port of Tacoma	\$0.184100		
SD #403 Bond - Bethel	\$1.652413	<b>School District:</b>	<b>School District:</b>
SD #403 Capital Projects Fund - Bethel	\$0.452661	\$6.52	42.64%
SD #403 M & O - Bethel	\$4.411645	<b>State:</b>	<b>State:</b>
State	\$2.066966	\$2.07	13.52%
<b>Total:</b>	<b>\$15.28</b>		
Central PS Regional Transit Authority	\$104.00		
Conservation Futures	\$20.00		
County	\$534.49	<b>County:</b>	<b>County:</b>
County Road	\$738.77	\$1,273.26	20.03%
Fire District #21 Bond - Graham	\$85.84	<b>Fire Department:</b>	<b>Fire Department:</b>
Fire District #21 EMS - Graham	\$208.00	\$1,080.93	17.00%
Fire District #21 Expense - Graham	\$624.00		
Fire District #21 M & O - Graham	\$163.09	<b>Miscellaneous:</b>	<b>Miscellaneous:</b>
Flood Control Zone	\$38.16	\$433.05	6.81%
Pierce County Rural Library	\$194.31		
Port of Tacoma	\$76.59		
SD #403 Bond - Bethel	\$687.40	<b>School District:</b>	<b>School District:</b>
SD #403 Capital Projects Fund - Bethel	\$188.31	\$2,710.96	42.64%
SD #403 M & O - Bethel	\$1,835.24	<b>State:</b>	<b>State:</b>
State	\$859.86	\$859.86	13.52%
<b>Total:</b>	<b>\$6,358.05</b>		
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<b>Position 3: Commissioner Adam Rosenlund</b>	<b>\$300,900.00</b>		
<b>District</b>	<b>Rate</b>		
Central PS Regional Transit Authority	\$0.250000		
Conservation Futures	\$0.048087		
County	\$1.284826	<b>County:</b>	<b>County:</b>
County Road	\$1.775891	\$3.06	20.03%
Fire District #21 Bond - Graham	\$0.206337	<b>Fire Department:</b>	<b>Fire Department:</b>
Fire District #21 EMS - Graham	\$0.500000	\$2.60	17.00%
Fire District #21 Expense - Graham	\$1.500000		
Fire District #21 M & O - Graham	\$0.392041	<b>Miscellaneous:</b>	<b>Miscellaneous:</b>
Flood Control Zone	\$0.091721	\$1.04	6.81%
Pierce County Rural Library	\$0.467080		
Port of Tacoma	\$0.184100		
SD #403 Bond - Bethel	\$1.652413	<b>School District:</b>	<b>School District:</b>
SD #403 Capital Projects Fund - Bethel	\$0.452661	\$6.52	42.64%
SD #403 M & O - Bethel	\$4.411645	<b>State:</b>	<b>State:</b>
State	\$2.066966	\$2.07	13.52%
<b>Total:</b>	<b>\$15.28</b>		
Central PS Regional Transit Authority	\$75.23		
Conservation Futures	\$14.47		
County	\$386.60	<b>County:</b>	<b>County:</b>
County Road	\$534.37	\$920.97	20.03%
Fire District #21 Bond - Graham	\$62.09	<b>Fire Department:</b>	<b>Fire Department:</b>
Fire District #21 EMS - Graham	\$150.45	\$781.85	17.00%
Fire District #21 Expense - Graham	\$451.35		
Fire District #21 M & O - Graham	\$117.97	<b>Miscellaneous:</b>	<b>Miscellaneous:</b>
Flood Control Zone	\$27.60	\$313.23	6.81%
Pierce County Rural Library	\$140.54		
Port of Tacoma	\$55.40		
SD #403 Bond - Bethel	\$497.21	<b>School District:</b>	<b>School District:</b>
SD #403 Capital Projects Fund - Bethel	\$136.21	\$1,960.88	42.64%
SD #403 M & O - Bethel	\$1,327.46	<b>State:</b>	<b>State:</b>
State	\$621.95	\$621.95	13.52%
<b>Total:</b>	<b>\$4,598.89</b>		
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<b>Position 4: Commissioner Gina Blanchard-Reed</b>		<b>\$293,100.00</b>	
<b>District</b>	<b>Rate</b>		
Central PS Regional Transit Authority	\$0.250000		
Conservation Futures	\$0.048087		
County	\$1.284826	<b>County:</b>	<b>County:</b>
County Road	\$1.775891	\$3.06	20.03%
Fire District #21 Bond - Graham	\$0.206337	<b>Fire Department:</b>	<b>Fire Department:</b>
Fire District #21 EMS - Graham	\$0.500000	\$2.60	17.00%
Fire District #21 Expense - Graham	\$1.500000		
Fire District #21 M & O - Graham	\$0.392041	<b>Miscellaneous:</b>	<b>Miscellaneous:</b>
Flood Control Zone	\$0.091721	\$1.04	6.81%
Pierce County Rural Library	\$0.467080		
Port of Tacoma	\$0.184100		
SD #403 Bond - Bethel	\$1.652413	<b>School District:</b>	<b>School District:</b>
SD #403 Capital Projects Fund - Bethel	\$0.452661	\$6.52	42.64%
SD #403 M & O - Bethel	\$4.411645	<b>State:</b>	<b>State:</b>
State	\$2.066966	\$2.07	13.52%
<b>Total:</b>	<b>\$15.28</b>		
Central PS Regional Transit Authority	\$73.28		
Conservation Futures	\$14.09		
County	\$376.58	<b>County:</b>	<b>County:</b>
County Road	\$520.51	\$897.10	20.03%
Fire District #21 Bond - Graham	\$60.48	<b>Fire Department:</b>	<b>Fire Department:</b>
Fire District #21 EMS - Graham	\$146.55	\$761.58	17.00%
Fire District #21 Expense - Graham	\$439.65		
Fire District #21 M & O - Graham	\$114.91	<b>Miscellaneous:</b>	<b>Miscellaneous:</b>
Flood Control Zone	\$26.88	\$305.11	6.81%
Pierce County Rural Library	\$136.90		
Port of Tacoma	\$53.96		
SD #403 Bond - Bethel	\$484.32	<b>School District:</b>	<b>School District:</b>
SD #403 Capital Projects Fund - Bethel	\$132.67	\$1,910.05	42.64%
SD #403 M & O - Bethel	\$1,293.05	<b>State:</b>	<b>State:</b>
State	\$605.83	\$605.83	13.52%
<b>Total:</b>	<b>\$4,479.67</b>		

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<b>Position 5: Commissioner Ryan Portmann</b>		<b>\$635,100.00</b>	
<b>District</b>	<b>Rate</b>		
Central PS Regional Transit Authority	\$0.250000		
Conservation Futures	\$0.048087		
County	\$1.284826	<b>County:</b>	<b>County:</b>
County Road	\$1.775891	\$3.06	20.03%
Fire District #21 Bond - Graham	\$0.206337	<b>Fire Department:</b>	<b>Fire Department:</b>
Fire District #21 EMS - Graham	\$0.500000	\$2.60	17.00%
Fire District #21 Expense - Graham	\$1.500000		
Fire District #21 M & O - Graham	\$0.392041	<b>Miscellaneous:</b>	<b>Miscellaneous:</b>
Flood Control Zone	\$0.091721	\$1.04	6.81%
Pierce County Rural Library	\$0.467080		
Port of Tacoma	\$0.184100		
SD #403 Bond - Bethel	\$1.652413	<b>School District:</b>	<b>School District:</b>
SD #403 Capital Projects Fund - Bethel	\$0.452661	\$6.52	42.64%
SD #403 M & O - Bethel	\$4.411645	<b>State:</b>	<b>State:</b>
State	\$2.066966	\$2.07	13.52%
<b>Total:</b>	<b>\$15.28</b>		
Central PS Regional Transit Authority	\$158.78		
Conservation Futures	\$30.54		
County	\$815.99	<b>County:</b>	<b>County:</b>
County Road	\$1,127.87	\$1,943.86	20.03%
Fire District #21 Bond - Graham	\$131.04	<b>Fire Department:</b>	<b>Fire Department:</b>
Fire District #21 EMS - Graham	\$317.55	\$1,650.23	17.00%
Fire District #21 Expense - Graham	\$952.65		
Fire District #21 M & O - Graham	\$248.99	<b>Miscellaneous:</b>	<b>Miscellaneous:</b>
Flood Control Zone	\$58.25	\$661.13	6.81%
Pierce County Rural Library	\$296.64		
Port of Tacoma	\$116.92		
SD #403 Bond - Bethel	\$1,049.45	<b>School District:</b>	<b>School District:</b>
SD #403 Capital Projects Fund - Bethel	\$287.49	\$4,138.77	42.64%
SD #403 M & O - Bethel	\$2,801.84	<b>State:</b>	<b>State:</b>
State	\$1,312.73	\$1,312.73	13.52%
<b>Total:</b>	<b>\$9,706.72</b>		

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**GRAHAM FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
SPECIAL BOARD MEETING  
December 21, 2017**

**CALL TO ORDER**

Commissioner Gustafson called the meeting to order at 4:05 p.m.

**Attendance:**

Present: Commissioner Gerald W. Gustafson, Commissioner Russell T. Barstow, Commissioner Adam G. Rosenlund, Commissioner Gina Blanchard-Reed, Commissioner Ryan Portmann, Fire Chief Pat Dale, Deputy Chief Tony Judd, Deputy Chief Oscar Espinosa and Board Secretary Jodi Reynolds

Commissioner Gustafson led the Pledge of Allegiance and welcomed the audience.

**APPROVAL/MODIFICATION OF THE AGENDA**

**Commissioner Portmann moved to approve the Agenda as written. Commissioner Rosenlund seconded the motion. Motion carried unanimously.**

**PRESENTATIONS**

Oath of Office – Commissioner Gerald Gustafson

District Secretary Tony Judd administered the Oath of Office to Commissioner Gerald Gustafson and presented him with a framed certificate.

Employee Recognition – Lieutenant Michael Ray

Deputy Chief Espinosa led the presentation. He asked Lieutenant Ray to come forward. He began by providing some background on the large brush fire incident and Lieutenant Ray's role. He then read into the record the following from the Letter of Recognition to Lieutenant Michael Ray:

*Dear Lieutenant Ray,*

*On behalf of Graham Fire & Rescue, I take great pleasure in recognizing you for the superior performance of your duties while serving on the large brush fire on October 6, 2017. Your exceptional leadership and composure on the battle field were crucial to a successful outcome and have earned you my deep respect and sincere gratitude.*

*During this highly aggressive, challenging and constantly evolving brush fire, your highly effective assessment and execution of critical fire ground tactics contributed to a positive outcome. Your supportive, action- and solution-oriented leadership style were clearly evident and appreciated.*

*Michael, please accept my sincere and heartfelt thanks. Your exceptional professionalism, initiative, and dedication to duty reflect great credit upon yourself and our organization. Without dedicated personnel such as yourself, the ultimate mission with which we are charged would not be possible. Thank you.*

The Board members each congratulated Lieutenant Ray and some audience members took pictures.

**APPROVAL OF CONSENT AGENDA**

Approval of Regular Board Meeting Minutes of December 11, 2017

Approval of Financial Documentation:

Payables: Checks #23715 through #23780 =	\$122,747.06
Payables (Payroll): Checks #23699 through #23714 =	\$476,677.68
Payroll: Checks #23688 through #23698 =	\$13,826.45
Payroll Transfers (EFTs) =	<u>\$615,063.17</u>
<b>TOTAL:</b>	<b><u>\$1,228,314.36</u></b>

**Commissioner Rosenlund moved to approve the Consent Agenda in the amount of \$1,228,314.36 after proper audit. Commissioner Barstow seconded the motion. Motion carried unanimously.**

**CORRESPONDENCE**

Notice of Final Official Ballot Title

**GENERAL ADMINISTRATION**

**Fire Chief's Report**

Fire Chief Dale greeted the Board and audience members and then reported on the following:

The Station 91 Firehouse Santa event was very well attended. An estimated 400 people attended and 200 pictures were taken with Santa.

The Santa runs took place on the nights of December 14<sup>th</sup>, 15<sup>th</sup>, and 18<sup>th</sup>. Firefighter Jason Brown took charge of these events as incident commander and did a fantastic job. Firefighter Brown reported they visited an estimated 2,000 homes. The convoy included a fire engine, brush truck and an average of 15 members each night. Donations collected for the South Hill Food Bank totaled approximately 500 pounds of non-perishable food items and monetary donations totaling \$350. Firefighter Brown plans to go to Winco to request a match of that dollar amount or at least a partial match.

The feedback we have received on social media as a result of these events has been fantastic.

**STANDING COMMITTEES**

Budget, Finance and Audit – No report

Policy and Procedure – No report. Commissioner Blanchard-Reed requested staff print out the Board's policies and make a copy for each Commissioner. Deputy Chief Judd responded the copies would be available at the next meeting.

Mergers/Consolidations – No report

Joint Labor/Management – No report

Strategic Leadership Plan – No report

Legislative Affairs – Commissioner Blanchard-Reed stated she has contacted all of the Legislators and requested appointments for Legislative Day, January 25<sup>th</sup>. She has scheduled one appointment so far. She plans to meet with all nine that our District touches. Deputy Chief Judd asked which of the Board members plan to attend, and Commissioners Gustafson, Rosenlund and Blanchard-Reed responded affirmatively. Deputy Chief Judd confirmed three Commissioners and the Fire Chief will attend and stated staff would register them.

Commissioner Portmann requested a list of the bills they, as a Board, should be supporting. Deputy Chief Judd explained the Chiefs and Commissioners Associations as well as the State

Council of Firefighters will each have a list, and he can gather the documents for the Board to review at the second meeting in January.

## NEW BUSINESS

### Bid Awards – Gear Washers and Gear Dryers

Fire Chief Dale informed the Board that staff wished to pull the bid awards for gear washers and gear dryers at this time and would place these on the January 8, 2018 Regular Board Meeting Agenda.

Fire Chief Dale stated there will be a first reading of the following three resolutions:

### Resolution No. 892 – Sole Source U.S. Digital Designs

Board Secretary Jodi Reynolds read Resolution No. 892 – Sole Source U.S. Digital Designs, into the record.

### Resolution No. 893 – Sole Source Physio-Control, Inc.

Deputy Chief/District Secretary Tony Judd read Resolution No. 893 – Sole Source Physio-Control, Inc., into the record.

### Resolution No. 894 – Surplus IT Equipment

Board Secretary Jodi Reynolds read Resolution No. 894 – Surplus IT Equipment, into the record.

## COMMISSIONER COMMENTS

Commissioner Blanchard-Reed stated she wanted to revisit an inquiry made at the last meeting by Luke Wahl of IAFF Local 726. He had asked if the M&O levy does not pass, which station or stations would be browned out. She then addressed this question to Chief Dale because she felt he did not have a chance to answer previously and the Board had presented information that was conflicting with what had been presented before. She requested the opportunity for Chief Dale to respond to the question originally posed by Mr. Wahl regarding what the consequences would be for our District if the M&O does not pass.

Both on Yes Committee

Fire Chief Dale stated that in anticipation of this question, staff ran a 2019 budget without the passage of the M&O. He explained they made the following assumptions:

- 6% increase in assessed valuations
- \$100 million increase in new construction
- EMS Levy at 101% of 2018
- 3% CPI increase
- 5% medical/dental increase
- 10% L&I increase
- 69 floor personnel
- \$100,000 increase in transport revenue
- Facility routine maintenance and emergency repairs only

Two major areas to be considered include an itemized list of cuts and FTE (full time employee) cuts. Going into 2019 there would be a \$2 million deficit. The following line item cuts would be considered to reach \$2 million:

- Contingency Fund
- Fleet Reserve Fund
- Equipment Replacement Fund
- All Overtime including Suppression, EMS, Training and Pub Ed
- No Quarterly newsletter



- All Training, to include all Suppression and EMS, in-state and out-of-state
- No Landscape materials
- No Capital Facilities repair and maintenance
- No Purchase of New Utility Vehicle
- Compromise ILA with Orting Fire
- Would not backfill positions for Deputy Chief of Operations, Battalion Chief of Training, and one Firefighter position (due to resignation)

Even with all of these cuts we would still be \$85,000 short of the \$2 million-plus deficit. The other policy decision option would be to cut FTE Firefighter positions. To equal \$2 million would require cutting approximately 14 Firefighters. Either option would result in an intermittent reduction in staffing levels. We would have days when we would not meet minimum staffing levels, resulting in the temporary closure of fire stations causing an increase in response times, and as identified previously, the elimination of all operational and safety training. Commissioner Blanchard-Reed thanked Fire Chief Dale for his response.

Commissioner Portmann thanked everyone involved for their impressive outreach efforts during the holiday season and for representing Graham Fire in such a positive way.

Commissioner Portmann announced he had a statement to read to the Board as follows:

*Mr. Chair and fellow Board Members,*

*I have become aware that there is information circulating in the community regarding the upcoming Maintenance and Operations Levy that is patently false. Specifically, I am talking about information related to the number of firefighters expected to be hired by levy dollars. The passage of the Maintenance and Operations Levy will result in firefighters being hired. However, the numbers of firefighters hired on levy dollars will be significantly less than the 30 that is currently circulating in the community. As you recall, we, the Board, voted 4-1 to approve a levy amount that would address the significant growth that our community is facing and resulting increase in calls for service. The dollar amount levied is squarely aimed at reducing or eliminating cross staffing and would potentially provide a third firefighter on the ladder truck. To achieve these objectives 18 firefighters not the 30 as has been purported by some in the community would need to be hired. 18 firefighters that I believe will contribute significantly to saving lives and reducing property loss in our community.*

*Next, I want to address the notion that the District can choose not to provide mutual aid to our neighboring fire districts. While this statement might be factually accurate, such action by the District would undoubtedly come at a significant cost to our citizens. Mutual means two or more parties. Therefore, if we accept aid from one party the expectation in return is that we provide aid. To put it bluntly, if we fail to provide aid to our neighboring fire districts in their time of need our neighboring fire districts won't provide (aid) to our citizens in their time of need. Furthermore, the giving and accepting of mutual aid was never meant to be perfectly balanced at any given time. One only need to look at our own budget crisis in 2013-2014 to find a period where we received more aid than we provided. What would have happened if our surrounding fire districts would have cut off aid in our time of need? Who would have responded to my mom, your dad, your friend or your neighbor?*

*In closing, it is extremely disconcerting to me that inaccurate information has made its way to the community. False statements about the number of firefighters being hired on levy dollars and the Board having the ability to adopt draconian mutual aid policy do not serve our citizens well. Therefore, as a Board, I would like us to consider making unified public statements regarding these two issues. A statement that indicates we do not intend to hire 30 firefighters as proposed by some and one that highlights the impacts of modifying our mutual aid policies.*

Commissioner Portmann stated he would like the Board members to mull this over until the next meeting to consider how they will respond to these situations as they arise in the community, and if it is appropriate for the Board to provide a unified statement regarding what they believe the levy dollars will actually leverage for us.

#### **PUBLIC COMMENTS**

Luke Wahl, IAFF Local 726 thanked the Department and Board of Commissioners for their support of community events and outreach to help families in need during the holidays including the delivery of 25 food baskets prior to Thanksgiving and the delivery of Christmas gifts to three families. The Santa runs were a big hit and our personnel received many thank you's.

#### **EXECUTIVE SESSION**

Chief Dale requested a 30-minute Executive Session under RCW 42.30.140 (4) (b) to plan or adopt strategy/position for collective bargaining, with possible business to follow.

**Commissioner Gustafson announced a 30-minute Executive Session under RCW 42.30.140 (4) (b) to plan or adopt strategy/position for collective bargaining, with possible business to follow.**

**Commissioner Gustafson announced a recess at 4:34 p.m.**

**The Executive Session was announced as beginning at 4:36 p.m.**

**An announcement was made at 5:06 p.m. to extend the Executive Session 30 minutes.**

**An announcement was made at 5:36 p.m. to extend the Executive Session five minutes.**

**The Executive Session was announced as ending at 5:41 p.m.**

**Commissioner Gustafson reconvened the Special Board Meeting at 5:45 p.m.**

#### **ADJOURNMENT**

**With no further business to come before the Board, the Special Board Meeting of December 21, 2017, was adjourned at 5:46 p.m.**

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Gerald W. Gustafson, Commissioner

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Anthony D. Judd, District Secretary

**GRAHAM FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
REGULAR BOARD MEETING  
January 8, 2018**

**CALL TO ORDER**

Commissioner Gustafson called the meeting to order at 7:00 p.m.

**Attendance:**

**Present:** Commissioner Gerald W. Gustafson, Commissioner Adam G. Rosenlund, Commissioner Gina Blanchard-Reed, Commissioner Ryan Portmann, Fire Chief Pat Dale, Deputy Chief Oscar Espinosa and Board Secretary Jodi Reynolds

**Absent:** Commissioner Russell T. Barstow and Deputy Chief Tony Judd had excused absences.

Commissioner Gustafson led the Pledge of Allegiance and welcomed the audience.

**APPROVAL/MODIFICATION OF THE AGENDA**

**Commissioner Portmann moved to modify the Agenda to include an item for discussion regarding changing the day and time of Regular Board meetings. Commissioner Rosenlund seconded the motion. Motion carried unanimously.**

**ELECTION OF BOARD CHAIR/VICE CHAIR**

**Commissioner Blanchard-Reed moved to elect Commissioner Ryan Portmann as Board Chair for 2018. Commissioner Rosenlund seconded the motion. Motion carried unanimously.**

Commissioner Gustafson passed the gavel to Commissioner Portmann.

**Commissioner Rosenlund moved to elect Commissioner Gina Blanchard-Reed as the Board Vice Chair for 2018. Commissioner Portmann seconded the motion.**

**Commissioner Gustafson moved to elect Commissioner Russell Barstow as the Board Vice Chair for 2018. No second.**

**Commissioner Portmann called the question. Motion carried unanimously.**

**PRESENTATION**

Resolution No. 895 – Promotion of Kipp Krattli to Lieutenant

Board Secretary Jodi Reynolds read Resolution No. 895 – Promotion of Kipp Krattli to Lieutenant, into the record.

**Commissioner Rosenlund moved to approve Resolution No. 895 – Promotion of Kipp Krattli to Lieutenant, as presented. Commissioner Blanchard-Reed seconded the motion. Motion carried unanimously.**

Oath of Service

Fire Chief Dale administered the Oath of Service to Lieutenant Krattli. Mrs. Krattli pinned the badge on his uniform and Chief Dale presented him with a framed Certificate of Promotion. The Board members congratulated Lieutenant Krattli and audience members took pictures.

**APPROVAL OF CONSENT AGENDA**

Approval of Special Board Meeting Minutes of December 21, 2017

Approval of Financial Documentation:

Payables: Checks #23781 through #23829 =	<u>\$63,001.27</u>
<b>TOTAL:</b>	<b><u>\$63,001.27</u></b>

**Commissioner Blanchard-Reed moved to approve the Consent Agenda in the amount of \$63,001.27 after proper audit. Commissioner Rosenlund seconded the motion. Motion carried unanimously.**

**CORRESPONDENCE**

Pierce Co. Fire Prevention Bureau Monthly Report for December 2017 and Yearly Report

**GENERAL ADMINISTRATION**

**Fire Chief's Report**

Fire Chief Dale greeted the Board and audience members and then reported on the following:

The Department will hold two Open Houses: Wednesday, January 10<sup>th</sup> at Station 96 at 7:00 p.m.; and Wednesday, January 24<sup>th</sup> at Station 91 at 7:00 p.m. These events will include tours of the stations, Engines and Medic Units, meeting the Firefighters, and at Station 96 taking pictures with the three resident goats.

The Department is hosting a Volunteer Recruit Academy beginning on February 13<sup>th</sup>, in partnership with Bates Technical College. Approximately 13 new Graham Fire members will attend, along with four to six from South Pierce Fire & Rescue and two from Orting Valley Fire & Rescue. Additionally, Central Kitsap has voiced an interest in sending someone, but space is limited.

Change Conference. Chief Dale explained to the Board that he started this conference during his time at Bates Technical College last year and approximately 200 people attended. This one day conference features national-level speakers and provides an opportunity for local fire departments to get together. The Board of Commissioners from each of the organizing districts—Graham Fire, Central Pierce and West Pierce—will have their registrations compensated, so there will be no cost to the agencies. Also, the Locals from 726 and West Pierce have donated funds for a hosted social hour. The conference takes place on Thursday, February 22<sup>nd</sup> at the McGavick Center at Clover Park Technical College.

**STANDING COMMITTEES**

Budget, Finance and Audit – No report

Policy and Procedure – Commissioners Blanchard-Reed and Rosenlund stated they need to finalize their budget policy. They will confirm with Deputy Chief Judd that all revisions are complete and the policy is ready for approval by the Board at the next meeting.

Mergers/Consolidations – No report

Joint Labor/Management – Commissioner Portmann reported they met this week regarding the Chief's Bargaining Unit Agreement which will be addressed later in Executive Session.

Strategic Leadership Plan – No report

Legislative Affairs – Commissioner Blanchard-Reed reported she has secured several meetings with representatives for Legislative Day, January 25<sup>th</sup>.



## **NEW BUSINESS**

### Resolution No. 892 – Sole Source U.S. Digital Designs

**Commissioner Rosenlund moved to approve Resolution No. 892, Sole Source U.S. Digital Designs, as written. Commissioner Blanchard-Reed seconded the motion. Motion carried unanimously.**

### Resolution No. 893 – Sole Source Physio-Control, Inc.

**Commissioner Rosenlund moved to approve Resolution No. 893, Sole Source Physio-Control, Inc., as written. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

### Resolution No. 894 – Surplus IT Equipment

**Commissioner Rosenlund moved to approve Resolution No. 894, Surplus IT Equipment, as written. Commissioner Blanchard-Reed seconded the motion. Motion carried unanimously.**

### Regular Board Meeting Occurrences Change

Commissioner Portmann requested Board discussion to consider a change in Regular Board Meeting occurrences as proposed by staff. Currently meetings are held on the 2<sup>nd</sup> and 4<sup>th</sup> Mondays of each month starting at 7:00 p.m. Staff is proposing the meetings be held on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays of each month starting at 6:30 p.m., to allow more time for agenda preparation. Commissioner Blanchard-Reed asked when this would start and Commissioner Portmann responded it would start in March 2018.

**Commissioner Blanchard-Reed moved to change the occurrences of Regular Board of Commissioners Meetings to the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays of each month starting at 6:30 p.m. beginning in March 2018. Commissioner Rosenlund seconded the motion. Motion carried unanimously.**

## **COMMISSIONER COMMENTS**

Commissioner Blanchard-Reed thanked Board Secretary Reynolds for her preparation of the Board Policy reference books.

Commissioner Gustafson stated he had a few comments. He began by noting there had been a switching of positions between two of the administrative personnel. He asked if any of the other Board members were aware of this change. Commissioner Blanchard-Reed stated she thought this sounded like an operational issue. Commissioner Gustafson continued by stating he was also aware there was a change in salary as a result of the switch. He said that based on policy, this is a matter that needs to come to the Board Chair prior to implementation. This matter needs to come before this Board and it did not. Commissioner Portmann requested the policy citation. Commissioner Gustafson referred to Operating Instruction 109 quoting, "The Board shall approve staff positions and employment contracts." Commissioner Rosenlund called a point of order; if this is a personnel matter, then there are privacy considerations and this may be more appropriately discussed in Executive Session. He agreed it needs to be discussed. Commissioner Gustafson stated he believes the employee needs to be notified prior to the discussion so they can exercise their rights. Commissioner Portmann requested staff provide additional information on this matter at the next Board meeting. Chief Dale confirmed staff would do so.

Commissioner Gustafson requested the status of living quarters at Station 92. He further stated he has asked twice for this information and is now asking again. Commissioner Portmann requested staff provide an update at the next meeting.

Commissioner Gustafson stated he had more questions for staff but would hold these until the next meeting. Commissioner Blanchard-Reed asked if he could submit his questions to the Board Chair prior to the meeting so they can be prepared. Commissioner Portmann concurred and added that this would give time for staff to respond. Commissioner Gustafson replied that he is just asking for these things to be done.

#### **PUBLIC COMMENTS**

None

#### **EXECUTIVE SESSION**

Chief Dale requested a five-minute Executive Session under RCW 42.30.110 (1) (g) to evaluate qualifications of public employees or review their performance, with possible business to follow, and a 10-minute Executive Session under RCW 42.30.140 (4) (b) to plan or adopt strategy/position for collective bargaining, with business to follow.

**Commissioner Portmann announced a five-minute Executive Session under RCW 42.30.110 (1) (g) to evaluate qualifications of public employees or review their performance, with possible business to follow, and a 10-minute Executive Session under RCW 42.30.140 (4) (b) to plan or adopt strategy/position for collective bargaining, with business to follow.**

**Commissioner Portmann announced a recess at 7:28 p.m.**

**The Executive Session was announced as beginning at 7:29 p.m.**

**An announcement was made at 7:44 p.m. to extend the Executive Session 10 minutes.**

**An announcement was made at 7:54 p.m. to extend the Executive Session 10 minutes.**

**An announcement was made at 8:04 p.m. to extend the Executive Session five minutes.**

**An announcement was made at 8:09 p.m. to extend the Executive Session five minutes.**

**The Executive Session was announced as ending at 8:14 p.m.**

**Commissioner Portmann reconvened the Regular Board Meeting at 8:15 p.m.**

**Commissioner Rosenlund moved to approve the Agreement between IAFF Local 726 Chief's Bargaining Unit and the District, as presented. Commissioner Blanchard-Reed seconded the motion. Motion carried unanimously.**

#### **ADJOURNMENT**

**With no further business to come before the Board, the Regular Board Meeting of January 8, 2018, was adjourned at 8:16 p.m.**

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Ryan Portmann, Commissioner

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Anthony D. Judd, District Secretary

**GRAHAM FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
REGULAR BOARD MEETING  
January 22, 2018**

**CALL TO ORDER**

Commissioner Portmann called the meeting to order at 7:00 p.m.

**Attendance:**

Present: Commissioner Ryan Portmann, Commissioner Gerald W. Gustafson, Commissioner Russell T. Barstow (by phone), Commissioner Adam G. Rosenlund, Commissioner Gina Blanchard-Reed, Fire Chief Pat Dale, Deputy Chief Tony Judd, Deputy Chief Oscar Espinosa and Board Secretary Jodi Reynolds

Commissioner Gustafson led the Pledge of Allegiance and welcomed the audience.

**APPROVAL/MODIFICATION OF THE AGENDA**

Commissioner \_\_\_ moved to approve the Modified Agenda as written. Commissioner \_\_\_ seconded the motion. Motion carried unanimously.

**APPROVAL OF CONSENT AGENDA**

Approval of Regular Board Meeting Minutes of January 8, 2018

Approval of Financial Documentation:

Payables: Checks #23830 through #23902 =	\$192,629.42
Payables (Payroll): Checks #23912 through #23926 =	\$391,085.35
Payroll: Checks #23903 through #23911 =	\$15,482.04
Payroll Transfers (EFTs) =	\$701,443.66
Transfer (EFT) =	<u>\$157.34</u>

**TOTAL: \$1,300,797.81**

Commissioner \_\_\_ moved to approve the Consent Agenda in the amount of \$1,300,797.81 after proper audit. Commissioner \_\_\_ seconded the motion. Motion carried unanimously.

**CORRESPONDENCE**

None

**GENERAL ADMINISTRATION**

**Fire Chief's Report**

Fire Chief Dale greeted the Board and audience members and then reported on the following:

Open Houses

**STANDING COMMITTEES**

Budget, Finance and Audit –  
Policy and Procedure –  
Mergers/Consolidations –  
Joint Labor/Management –  
Strategic Leadership Plan –  
Legislative Affairs –

Assignment of Committees

**OLD BUSINESS**

Station 92 Modular Home Update

**NEW BUSINESS**

Resolution No. 896, Changing Regular Board Meeting Days.

Board Secretary Jodi Reynolds read Resolution No. 896, Changing Regular Board Meeting Days, into the record.

Assistance to Firefighters Grant

Policy 1002 – Chiefs Bargaining Unit Promotions

Policy – Overtime

**PUBLIC COMMENTS**

**QUARTERLY REPORTS**

**COMMISSIONER COMMENTS**

**EXECUTIVE SESSION**

RCW 42.30.110 (1) (g) to evaluate qualifications of public employees or review their performance – 15 minutes.

**ADJOURNMENT**

**With no further business to come before the Board, the Regular Board Meeting of January 22, 2018, was adjourned at \_\_\_\_\_ p.m.**

\_\_\_\_\_  
Ryan Portmann, Commissioner

\_\_\_\_\_  
Anthony D. Judd, District Secretary



# Fire Protection District No. 21 (Graham Fire & Rescue)

## Special Election - Proposition No. 1 Excess Property Tax Levy for Maintenance and Operation Expenses

See complete resolution text at  
PierceCountyElections.org

**Ballot Title** The Board of Fire Commissioners of Pierce County Fire Protection District No. 21 (Graham Fire & Rescue) adopted Resolution No. 891 concerning a replacement levy for maintenance and operations expenses. If approved, Proposition No. 1 will authorize the District to levy, without regard to the dollar rate and percentage limitations imposed by Chapter 84.52 RCW, the following excess taxes on all taxable property within the District, for maintenance and operations and to maintain current levels of fire and emergency medical services:

Collection Year	Estimated Levy Rate/\$1,000 Assessed Value	Levy Amount
2019	\$0.60	\$4,300,000
2020	\$0.56	\$4,300,000
2021	\$0.54	\$4,300,000
2022	\$0.51	\$4,300,000

all as provided in Resolution No. 891. Should Proposition No. 1 be approved?

### Explanatory Statement

Graham Fire & Rescue is placing a maintenance and operations excess levy proposition on the February 13, 2018 ballot. This proposition will authorize the fire district to collect \$4.3 million annually for four years, at an approximate rate of \$0.60 to \$0.51 per \$1,000 of assessed valuation, starting in 2019 and ending in 2022. The actual rate should decrease every year due to growth in the total assessed valuation. This proposition reauthorizes the same initial rate approved by the voters on November 4, 2014.

The fire district has seen significant growth in population (19% in the last ten years) with a greater increase in incident response demand (41% in the last ten years). Current staffing levels are inadequate to sustain the current response times due to this increase in demand for service. Ability to meet future service demands will be compromised without increased staffing levels. Graham Fire & Rescue responded to 6545 incidents in 2016.

Approval of this proposition would maintain the current level of services, by allowing an increase in staffing levels to meet current demand, provide for replacement of aging medical transport units and fire trucks, critical lifesaving equipment replacement, while maintaining District reserves.

### Statement For

**Not A New Tax** Proposition No. 1 is not a new tax. It reauthorizes the Fire Department to collect property taxes previously approved by voters. The proposed rate of \$0.60 per \$1,000.00 on a home valued at \$300,000.00 would cost \$180.00 annually - less than \$0.50 a day.

#### Increasing Populations With Limited Resources

Graham Fire receives two dimes out of every dollar collected in property taxes but provides emergency medical, life and property protection, as well as fire suppression and prevention services to more than 60,000 residents and growing.

To provide these essential, lifesaving services, professionally and accountably to an increasing population, this maintenance and operation measure must pass. Without your support, station closures, increased response times, and a reduction in first responders is inevitable.

#### Supported by Firefighters and Fire Commissioners

Professional Firefighters and the Board of Fire Commissioners determined this measure to be both necessary and essential for the protection of life and property. Thank you in advance for reauthorizing Proposition No. 1.

### Rebuttal of Statement Against

The Fire Chief and Board of Fire Commissioners proposed *reauthorization* of the maintenance and operation levy previously approved by voters. The protection of life and property are the only special interest this measure serves. The opponents of Proposition No. 1 were either removed from the Board of Fire Commissioners by the voting public, or have drawn challenges seeking their removal from public office. Protect our community. This is *your* Fire Department. Yes on Proposition One!

**Committee Members:** Gina Blanchard-Reed, Ryan Portmann, and Lukas Wahl, YesGrahamFire@gmail.com  
Yes Graham Fire

### Statement Against

Do not be fooled by misinformation, this union backed issue will increase your taxes! The call volume is incorrect, they have included mutual aid calls, they are not required to respond to. The idea that they are required or need to have more fire fighters on a engine is not based on facts or law. The National Fire Protection Association only requires that your Fire department meet the intent of the regulation.

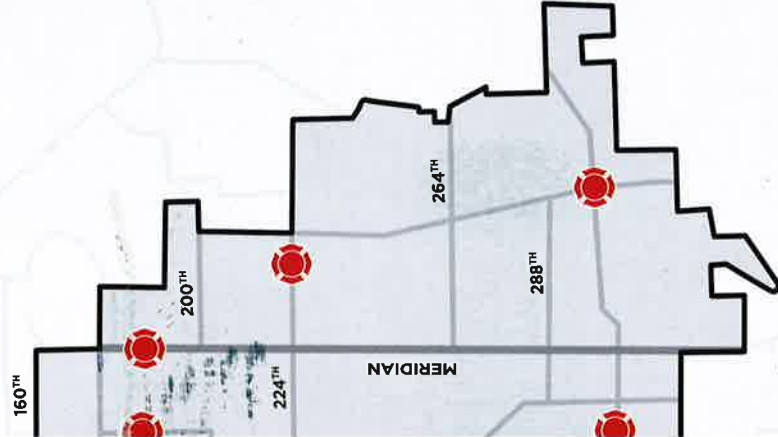
Your new Board of Fire Commissioners and new Fire Chief wants to add up to 30 or more fire fighters based on new taxes, do not be fooled, make your Fire District live within the current 17 million dollar budget, which is supporting the current manpower levels.

When you hear about layoffs it's not based on the facts. This is your fire department, you control how it is run and funded not unions, or special interest. Vote no

### Rebuttal of Statement For

2014 your taxes to support the fire department were \$9,320,000. 2018 total will be \$17,150,000. It will have gone up more than \$7,830,000 in taxes and fees in just four short years. They want a M & O tax of \$4,300,000 a year, before knowing what the evaluation will have gone up. For 2018 new taxes and GEMT will bring in \$1,608,000 more. The average homeowner makes \$48,000. Now they want \$17,200,000 more. Vote no no.

**Committee Members:** Gerald Gustafson, quaysplace@hotmail.com, Robert Skaggs, and Terry Kindle  
Citizens Against Unreasonable Taxation



**DISTRICT 21  
COVERS  
70 SQ. MILES**

**WE COVER  
DISTRICT 21**



# VOTE ON FEB. 13

INDIANA  
25 JAN '13  
13 983

- Proposition 1 is a replacement of the 2011 year Maintenance and Operations (M&O) Levy approved by voters in 2014.
- Proposition 1 will add staffing, replace aging apparatus and equipment to keep pace with population growth and the corresponding increase in call volume.
- The rate will continue at 60 cents per \$1,000 of assessed property value and decrease each year as assessed value increases, meaning a home with an assessed value of \$300,000 will pay an increase of \$61.50. The total annual levy collection amount will be \$4,300,000 beginning in 2019.

LEARN MORE AT  
GRAHAMFIRE.ORG



\*\*\*\*\*FORWSS\*\*R006  
CRAIG & HUGHILAN VANCE  
OR RESIDENT  
11224 234TH ST E  
GRAHAM WA 98338-8906

