



Gig Harbor Fire & Medic One

AGENDA
Commissioners' Meeting
February 24, 2026
5:00 P.M.

1. Call to Order/Pledge of Allegiance
2. Approval of the Agenda
3. Commissioner Absence
4. Communications
5. Approve minutes from **February 10, 2026**, Commissioner meeting.
6. Accounts Payable & Payroll Approvals

Accounts Payable (Checks)	
Check #'s 3123 – 3156, 3167 – 3210	\$788,925.44
ACCOUNTS PAYABLE TOTALS	\$728,925.44

Payroll (Checks & ACH Transfers)	
Check #'s 3157 – 3166	\$329,844.13
ACH Payroll Transfer (Drafts)	\$274,215.70
ACH Payroll Transfer	\$634,156.46
PAYROLL TOTALS	\$1,238,216.29

GRAND TOTAL CHECKS & ACH TRANSFERS	\$2,027,141.73
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7. Local 3390 Reports
8. Chiefs Reports
9. Standing Committee Reports
10. Chairman's Report
11. 2022 Bond Update
12. **OLD BUSINESS**
 - a. 2026 Draft Workplan



Gig Harbor Fire & Medic One

13. NEW BUSINESS

- a. Station 58/59 RFQ

14. Open Public Comment (state your name for the record, you will have 3 minutes)

15. GOOD OF THE ORDER

16. SPECIAL INTERESTS/UPCOMING EVENTS

Adjourn Meeting. Next regular meeting: **Tuesday, March 10, 2026, at 5:00 PM**



Gig Harbor Fire & Medic One

COMMISSIONERS' MEETING MINUTES

February 10, 2025

Chairman Entze called the meeting to order at 5:00 p.m. and led the Pledge of Allegiance.

Present: Commissioners Entze, Urvina, Fleming, and Hayden; Fire Chief D. Doan; Deputy Chief's N. Langlow, S. Booth, J. Johnson; Division Chief S. Peterson, Division Chief T. Wescott, Technology & Communications Specialist M. Herzog, IS Manager T. Wagenmann, Finance Director K. Hackmeister (virtually), and Executive Assistant L. Medved.

APPROVAL OF THE AGENDA

Commissioners Urvina and Fleming moved and seconded approval of the agenda. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

COMMISSIONER ABSENCE

Commissioners Urvina and Fleming moved and seconded approval of Commissioner Nelson's absence from tonight's meeting. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

COMMUNICATIONS

MINUTES AND VOUCHERS

Commissioners Urvina and Entze moved and seconded approval of January 27, 2026, meeting minutes. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

Commissioners Urvina and Fleming moved and seconded a motion to approve accounts payable checks #3083 – 3109, and payroll checks 3111 – 3122, and ACH payroll transfers, as outlined in the agenda for a total consideration of \$1,546,870.59. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

LOCAL 3390 REPORTS

CHIEFS REPORTS

FC Doan reported:

- WSRB Update: I will join Dr. Lori Moore-Merrell's OIC WSRB study group and attend the Tukwila meeting on Wednesday.
- Presented Leslie's certificate for the completion of her one-year probationary period.
- Presenting with the prevention team at Rotary next Tuesday.
Teaching Officer Development in Spokane on February 23–24; will be absent from the next meeting due to travel.

STANDING COMMITTEE REPORTS

- Awaiting mediation dates for negotiations; counsel jointly filed with PERC and agreed on two mediator names.
- Awaiting date for auditor exit meeting.

FINANCIAL REPORT

CHAIRMAN'S REPORT

2022 CAPITAL BOND PROJECTS UPDATE

- **Stations 53/57:** One-year walkthrough completed today; minor issues were identified and are being addressed.
- **Station 51:** Demolition began last Monday; the last major structure was demolished today. Fencing was breached and a large extension cord was stolen but was returned today.
- **Training Tower:** Fourth floor has been poured, and the non-structural wall construction is underway. Lower floors are being cleaned in preparation for burn props, which may arrive and be installed one month ahead of schedule.
- **2026 Workplan:**
 - **Training Campus:** Estimated completion by end of May.
 - **Station 51:** Significant site work planned for this year; foundation to be laid and building to begin soon.
 - **Stations 58/59:** Design Committee forming. General concept established; next steps include design finalization and conditional land/use permits.

OLD BUSINESS

NEW BUSINESS

A. COOP Plan

- Policy and Procedure Subcommittee reviewed the draft plan and recommended its adoption as Policy 1000.

Commissioners Urvina and Hayden moved and seconded approval of the policy. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

B. Draft 2026 Workplan

FC Doan reported:

- DC Oldenburg will present work plan at the next meeting; once all presentations are complete, approval will be requested.
- **Strategic Plan:** High-level, long-term goals; costly and not used routinely.
- **Work Plan:** Practical, nimble tool for weekly meetings and team coordination.
- **5-Year Strategic Priorities:**
 - Complete bond projects.
 - Invest in long-term business plan with instructors and agency partnerships for training campus.
 - Integrate new equipment requiring training and deployment.
 - Continuously adjust emergency service response to align with community needs and risks.
 - Use data-driven strategies to improve outcomes.
 - Modernize policies, procedures and software.
 - Build and support strong teams; empower staff.
 - Leadership transition planning in light of upcoming retirements.
 - Strengthen relationships with mayor, council, county leadership, and legislators.

DC Langlow reported:

- **Operations**
 - Conduct staffing analysis (fill ratio for street coverage).
 - Complete ladder truck evaluations (phase 2 of 3; update expected end of Q1).
 - Validate Operations SOGs.
 - Rebuild Interra SitStat and analytics (in-house configuration, collaboration with Travis).
 - Continue fire boat research and specifications.
 - Eligibility testing for Driver Operator and TRT.
 - Place new apparatus in service.
 - Enhance Wildland program.
 - Officer succession planning.
 - Develop future FF/EMT and FF/PM hiring strategy (no hiring in 2026).
- **EMS**
 - Maintain EMS service levels and expand care facility education program to reduce unnecessary transports.
 - Optimize EMS supply and procurement processes.
 - Manage EMS certifications.
 - Improve billing and charting for Medicaid compliance.
 - Train EMS instructors/evaluators for in-house EMT classes.
 - Implement 2026 OTEP plan (every 5 years).
- **Training**
 - Continue onboarding 6 new hires.
 - Integrate LMS/SOG (Vector Solutions tracking).
 - Develop live fire cadre and acquired structure program.
 - Open training support building.
 - Strengthen partnerships with neighboring agencies.
 - Conduct acquired structure training.
 - Expand UL-FSRI Xplor Labs program.
 - Officer training and live fire hosting for all shifts.
- **Apparatus Updates (Division Chief S. Peterson)**
 - Final inspection for Type 1 in May; Type 3 and tender in mid-March. Delivery anticipated early Q2.
 - IT equipping at factory (HPUEs, headsets, mobile radios).
 - Verification during final walkthrough and upon delivery.
 - Commissioner Hayden commended DC Peterson's efforts.

DC Booth reported:

- **2025 Carryover**
 - Finalize Safety SOGs
 - Advance Community Risk Reduction (CRR) initiatives and focus on fall prevention and elder support.
- **New for 2026**
 - Expand Peer Support Team (survey department; add 5-6 members by end of Q1).
 - Leadership training by Consultant Mike McHargue (2-day session in May).
 - Grow Peer Fitness Team, shift from reactive to proactive approach.
 - Implement Ops-level mental health training (new instructor/topic; prior focus on sleep/nutrition).
 - Broaden Xplor Labs program to all middle schools.
 - Launch recruitment/intro event for fire service careers at training center and establish an ongoing program.

PUBLIC COMMENT

GOOD OF THE ORDER

- DC Langlow reported plans to resume Crunch Time in September.

SPECIAL INTERESTS/UPCOMING EVENTS

- Grail Testing at Station 50 on March 5th from 8AM-1PM. All operations employees are eligible. Commissioners, non-uniformed employees, spouses and retirees may participate at a cost of \$649.
- Lee Plunket's retirement party is on Friday, February 27th at 12PM at the shop.

EXECUTIVE SESSION

At 5:50PM Chairman Entze announced a 30-minute Executive Session as allowed by RCW 42.30.110(1)(g) to review the performance of a public employee. No action will be taken. Will call back to order at 6:20PM.

At 6:16PM Chairman Entze extended the Executive Session for 10-minutes and will call back to order at 6:30PM.

Chairman Entze reconvened the meeting at 6:30PM. No action taken.

ADJOURNMENT

There being no further business to discuss, Chairman Entze adjourned the meeting at 6:30PM. The next regular meeting will be Tuesday, February 24, at 5:00 p.m.

Chairman/Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Attest: District Secretary

Checks/Bank Drafts Issued 2/11/26 - 2/25/26
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ACCOUNTS PAYABLE:					Dollar Amount		TOTAL
Bank Drafts:	DFT0001592	through	DFT0001602	2/25/26 Payroll	\$	274,215.70	\$ 274,215.70
							\$ -
TOTAL BANK DRAFTS:					\$	274,215.70	\$ 274,215.70
Check Numbers:	3123	through	3156	General	\$	43,131.29	\$ 43,131.29
	3157	through	3166	2/25/26 Payroll	\$	329,844.13	\$ 329,844.13
	3167	through	3205	General	\$	120,881.52	\$ 120,881.52
	3206	through	3210	Capital	\$	624,912.63	\$ 624,912.63
TOTAL CHECKS:					\$	1,118,769.57	\$ 1,118,769.57

ACCOUNTS PAYABLE TOTAL:		\$	1,392,985.27
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ACH Payroll Transfer :	2/25/26 Payroll	\$	634,156.46	\$	634,156.46
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GRAND TOTAL:	\$	2,027,141.73
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** ALL CHECKS WERE PRINTED BY PCFD5 **
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Pierce County Fire Protection District No.5

Check Report

By Check Number

Date Range: 02/10/2026 - 02/25/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Payroll-Payroll						
73	DECISION POINT	02/25/2026	Bank Draft	0.00	48,443.42	DFT0001592
73	DECISION POINT	02/25/2026	Bank Draft	0.00	35,383.01	DFT0001593
73	DECISION POINT	02/25/2026	Bank Draft	0.00	40,242.76	DFT0001594
73	DECISION POINT	02/25/2026	Bank Draft	0.00	4,720.98	DFT0001595
283	DSHS - DIV OF CHILD SUPPORT	02/25/2026	Bank Draft	0.00	439.50	DFT0001596
303	FIDELITY INVESTMENTS	02/25/2026	Bank Draft	0.00	5,468.08	DFT0001597
303	FIDELITY INVESTMENTS	02/25/2026	Bank Draft	0.00	500.00	DFT0001598
303	FIDELITY INVESTMENTS	02/25/2026	Bank Draft	0.00	4,712.50	DFT0001599
14	Internal Revenue Service - EFTPS	02/25/2026	Bank Draft	0.00	27,390.56	DFT0001600
14	Internal Revenue Service - EFTPS	02/25/2026	Bank Draft	0.00	407.34	DFT0001601
14	Internal Revenue Service - EFTPS	02/25/2026	Bank Draft	0.00	106,507.55	DFT0001602

Bank Code Payroll Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	11	11	0.00	274,215.70
EFT's	0	0	0.00	0.00
	11	11	0.00	274,215.70

Check Report

Date Range: 02/10/2026 - 02/25/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Pooled Cash-Pooled Cash						
VEN00098	Benjamin Constance PLLC	02/11/2026	Regular	0.00	4,166.67	3123
3120	CENTRAL WELDING SUPPLY	02/11/2026	Regular	0.00	1,717.53	3124
1239	CENTURYLINK	02/11/2026	Regular	0.00	982.68	3125
3005	CINTAS CORP	02/11/2026	Regular	0.00	250.66	3126
3005	CINTAS CORP	02/11/2026	Regular	0.00	937.40	3127
2478	COMCAST	02/11/2026	Regular	0.00	1,153.48	3128
233	EMS CONNECT	02/11/2026	Regular	0.00	907.71	3129
341	ERIC T QUINN PS	02/11/2026	Regular	0.00	65.00	3130
VEN00112	Foxpass Inc	02/11/2026	Regular	0.00	235.00	3131
542	GALLS LLC	02/11/2026	Regular	0.00	1,085.04	3132
2661	INDUSTRIAL SCIENTIFIC CORP	02/11/2026	Regular	0.00	1,904.48	3133
576	INSIGHT PUBLIC SECTOR	02/11/2026	Regular	0.00	88.94	3134
3096	MCKESSON MEDICAL SURGICAL	02/11/2026	Regular	0.00	2,563.11	3135
572	PITNEY BOWES INC	02/11/2026	Regular	0.00	172.43	3136
80	SPRAGUE PEST SOLUTIONS	02/11/2026	Regular	0.00	108.01	3137
1474	WASHINGTON WATER SERVICE - 1	02/11/2026	Regular	0.00	233.27	3138
3004	WILCOX & FLEGEL	02/11/2026	Regular	0.00	5,844.87	3139
3213	ZOLL MEDICAL CORPORATION	02/11/2026	Regular	0.00	2,747.62	3140
1239	CENTURYLINK	02/12/2026	Regular	0.00	755.29	3141
3005	CINTAS CORP	02/12/2026	Regular	0.00	745.68	3142
3005	CINTAS CORP	02/12/2026	Regular	0.00	259.54	3143
474	DM RECYCLING	02/12/2026	Regular	0.00	367.00	3144
261	DOBBS PETERBILT - TACOMA 1	02/12/2026	Regular	0.00	1,356.49	3145
VEN00197	Dylon Eckerdt	02/12/2026	Regular	0.00	440.00	3146
2122	EAST PIERCE FIRE & RESCUE	02/12/2026	Regular	0.00	1,376.10	3147
52	GIG HARBOR CITY OF	02/12/2026	Regular	0.00	1,214.76	3148
151	HRVATIN, JOHN T	02/12/2026	Regular	0.00	440.00	3149
2283	HUGHES FIRE EQUIPMENT INC	02/12/2026	Regular	0.00	1,744.16	3150
2119	MOTOROLA SOLUTIONS INC	02/12/2026	Regular	0.00	4,085.64	3151
1359	MURREYS DISPOSAL CO INC	02/12/2026	Regular	0.00	1,943.69	3152
19	PENINSULA LIGHT CO - ELECTRIC	02/12/2026	Regular	0.00	1,368.94	3153
80	SPRAGUE PEST SOLUTIONS	02/12/2026	Regular	0.00	216.02	3154
1820	WESTBAY AUTO PARTS	02/12/2026	Regular	0.00	363.27	3155
32	WILLIAMS OIL FILTER SERVICE	02/12/2026	Regular	0.00	1,290.81	3156
1925	AFLAC	02/20/2026	Regular	0.00	1,829.62	3157
107	DEPT LABOR & INDUSTRIES	02/20/2026	Regular	0.00	51,212.58	3158
67	EMPLOYMENT SECURITY DEPT - PFMLA	02/20/2026	Regular	0.00	10,599.70	3159
3176	Gig Harbor Firefighters Union Health & Welfare	02/20/2026	Regular	0.00	131,133.10	3160
388	GIG HARBOR PENINSULA FF ASSOCIATION	02/20/2026	Regular	0.00	440.00	3161
2307	VISION SERVICE PLAN - AT	02/20/2026	Regular	0.00	115.46	3162
515	WA CARES FUND - LTC	02/20/2026	Regular	0.00	1,812.05	3163
526	WA State Treasurer Dept of Retirement System	02/20/2026	Regular	0.00	114,411.81	3164
525	WASHINGTON PER SYSTEM EMP	02/20/2026	Regular	0.00	10,864.81	3165
980	WASHINGTON STATE TREASURER	02/20/2026	Regular	0.00	7,425.00	3166
449	A-ADVANCED SEPTIC SERVICES, INC	02/20/2026	Regular	0.00	798.86	3167
557	AT&T MOBILITY	02/20/2026	Regular	0.00	2,111.25	3168
2314	BCBS OF ARIZONA	02/20/2026	Regular	0.00	378.40	3169
836	CARDINAL HEALTH 112 LLC	02/20/2026	Regular	0.00	4,155.31	3170
3120	CENTRAL WELDING SUPPLY	02/20/2026	Regular	0.00	197.82	3171
3005	CINTAS CORP	02/20/2026	Regular	0.00	250.66	3172
3005	CINTAS CORP	02/20/2026	Regular	0.00	1,368.83	3173
37	CLAIBORNE, LARRY	02/20/2026	Regular	0.00	298.60	3174
2478	COMCAST	02/20/2026	Regular	0.00	113.93	3175
2332	COPELAND, ROBERT	02/20/2026	Regular	0.00	202.90	3176
VEN00108	Embroidery by Cozy Inc	02/20/2026	Regular	0.00	218.36	3177
VEN00152	Emergency Vehicle Solutions LLC	02/20/2026	Regular	0.00	850.18	3178
44	FIDELITY SOLUTIONS	02/20/2026	Regular	0.00	1,243.63	3179
376	GOODMAN, CHRIS	02/20/2026	Regular	0.00	202.90	3180
2283	HUGHES FIRE EQUIPMENT INC	02/20/2026	Regular	0.00	4,209.77	3181
2598	HUGHES, DAVID	02/20/2026	Regular	0.00	47.99	3182

Check Report

Date Range: 02/10/2026 - 02/25/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN00055	Juana Elena Najjar Perez	02/20/2026	Regular	0.00	6,161.70	3183
3225	KELLEY CREATE - LEASE PYMTS	02/20/2026	Regular	0.00	2,032.11	3184
2870	KENT D BRUCE CO LLC	02/20/2026	Regular	0.00	1,656.21	3185
212	LAWSON PRODUCTS	02/20/2026	Regular	0.00	464.40	3186
587	LEVEL 3 COMMUNICATIONS LLC	02/20/2026	Regular	0.00	2,162.09	3187
528	LIFE ASSIST INC	02/20/2026	Regular	0.00	22,544.61	3188
529	MACDONALD MILLER FACILITY SOLUTIONS LLC	02/20/2026	Regular	0.00	4,498.69	3189
260	MILLIMAN	02/20/2026	Regular	0.00	17,000.00	3190
2119	MOTOROLA SOLUTIONS INC	02/20/2026	Regular	0.00	20,069.93	3191
19	PENINSULA LIGHT CO - ELECTRIC	02/20/2026	Regular	0.00	4,033.65	3192
420	POMPS TIRE SERVICE INC	02/20/2026	Regular	0.00	1,029.80	3193
1087	PUGET SOUND ENERGY	02/20/2026	Regular	0.00	1,814.24	3194
193	SNURE LAW OFFICE PSC	02/20/2026	Regular	0.00	1,008.00	3195
80	SPRAGUE PEST SOLUTIONS	02/20/2026	Regular	0.00	540.05	3196
278	STATE AUDITORS OFFICE	02/20/2026	Regular	0.00	6,984.45	3197
302	STERICYCLE INC	02/20/2026	Regular	0.00	301.77	3198
137	SUNBELT RENTALS INC	02/20/2026	Regular	0.00	800.31	3199
43	TRA-MINW PS	02/20/2026	Regular	0.00	130.00	3200
3115	UNITED HEALTHCARE	02/20/2026	Regular	0.00	110.00	3201
610	VERATHON INC	02/20/2026	Regular	0.00	564.11	3202
2973	VERIZON WIRELESS - DALLAS	02/20/2026	Regular	0.00	3,740.17	3203
3004	WILCOX & FLEGEL	02/20/2026	Regular	0.00	6,124.90	3204
3213	ZOLL MEDICAL CORPORATION	02/20/2026	Regular	0.00	460.94	3205
845	DAILY JOURNAL OF COMMERCE	02/20/2026	Regular	0.00	396.00	3206
602	MATERIALS TESTING & CONSULTING INC	02/20/2026	Regular	0.00	2,122.50	3207
VEN00040	Pease Construction	02/20/2026	Regular	0.00	571,205.26	3208
1624	RICE FERGUS MILLER	02/20/2026	Regular	0.00	49,988.78	3209
VEN00005	WrapJax LLC	02/20/2026	Regular	0.00	1,200.09	3210

Bank Code Pooled Cash Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	211	88	0.00	1,118,769.57
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	211	88	0.00	1,118,769.57

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	211	88	0.00	1,118,769.57
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	11	11	0.00	274,215.70
EFT's	0	0	0.00	0.00
	222	99	0.00	1,392,985.27

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	2/2026	1,392,985.27
			1,392,985.27

Authorization Signatures

Pierce County Fire District 5

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the district, and that I am authorized to authenticate and certify to said claim.

Chair

Commissioner

Commissioner

Commissioner

Commissioner

District Secretary