



North Mason Regional Fire Authority (NMRFA)

Meeting Minutes

14880 NE North Shore Rd, Tahuya

12/20/2016

Present: Commissioners Kewish, McIntosh, Quigley, Severson, Miller; Executive Assistant Patti, Chief Bakken; Asst. Chief Cooper

Guests: FF/PM Josh Warter

FINANCIAL REPORT: Chief Bakken reported our expenditures for the year are at 99%. We still have one month left of revenue to collect. He added we will be receiving our SAFER reimbursement for the period of 1/2016-11/30/2016 in the amount of \$84,400.00. Chief Bakken thanked Katie, Angie and Nikki for gathering all the data to make this reimbursement possible. Chief will put together an end of year report wrapping up 2016.

ADMINISTRATIVE:

2016 Santa Sleigh: This year's Santa sleigh neighborhood visits have been going well.

RMS/CAD System: Mason County's dispatch center (MACECOM) is looking to upgrade their antiquated programs. They are actively reviewing a software system called ProPhoenix. They have both a CAD portion and a RMS portion that go hand in hand. The Squaxin Island Tribe is helping fund this new software. Members of the user group committee will be traveling to Wisconsin to see the program in real time. The company is eager to partner with us as we would be their first customers in WA State.

Annual Authority Dinner – February 25th: The annual dinner event will be held on February 25th at Alderbrook Resort. Invitations will be mailed soon.

IMS Committee: Assistant Chief Cooper provided an update on the IMS Committee. The committee has been meeting weekly and has had presentations by several groups. The Committee plans to provide a recommendation to the Fire Chiefs at the end of January, early February.

Fuel Theft Update: The County Prosecutor is still working with former employee Matt Doran on the fuel theft. After reviewing our documentation, the Auditor will conduct an offsite interview and the investigation will take approximately two days. Chief noted, if we get any restitution or insurance monies, the Auditor must sign off on any amount.

NMHS Career Presentations: On January 5th Captain Cleveland, Chief Bakken, and some of the wildland students will go into NMHS and do wildland program presentation.

EMT Class Graduation: Five students have successfully completed EMT class; Maddison Lewis, Angel Velazquez, Austin Ryan, James Nichols and Daulton Crabtree. Congratulations to those students for their hard work.

NMRFA Fire Training Program: We have selected TargetSolutions as our training program vendor. Mason Co EMS has also gone with this program and because of this we were able to save a significant amount of money. Asst. Chief Cooper feels it will be very beneficial to our organization.

OLD BUSINESS

Commissioner Meeting Schedule: We have polled members of the community in an effort to see if there are any objections to us modifying the commissioner meeting schedule from monthly in Tahuya on the 2nd Tuesday of the month to quarterly in Tahuya and all other meetings in Belfair at Sta 21.

Commissioner Severson moved to move the meetings in Tahuya quarterly as presented; Commissioner Quigley seconded. Motion carried.

NEW BUSINESS:

Insurance Renewal: Chief Bakken shared our insurance for the Fire Authority increased by \$350 for 2017. He requested and received direction from the Board to move forward with this year's renewal.

Tahuya Fire Station Build: Chief Cooper will meet with another designer about the septic this week. Once we talk to the engineer, we hope to have a better idea of what are options are.

Union Concern: Commissioner McIntosh summarized the retention concern the Union presented to the Board last week. The Commissioners who will sit on the committee will be Paul Severson and Bob Miller, with Kelley McIntosh as an alternate in the event that one of the two cannot attend. Josh Warter, Josh Hasbrook, and possibly one other career member will join in on the discussion. Commissioner McIntosh re-irritated that volunteer recruitment and retention is difficult nationwide, adding it might be beneficial to have some of our volunteers participate.

Commissioner Quigley emphasized the importance of gathering data from our agency for us to reference allowing us to hold meaningful discussions on the topic. At the County Wide Fire Commissioner's Meetings, the topic of retention has come up frequently with other departments.

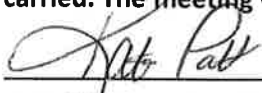
FF/PM Warter who was in attendance at the meeting, reported he has started the process of gathering data from agencies that are similar in size and call volume.

Next steps will be coordinating meeting dates and times.

Public Comment: None

Good of the Order: Commissioner Quigley reminded us the CAC is in January. A reminder will go out after Christmas.

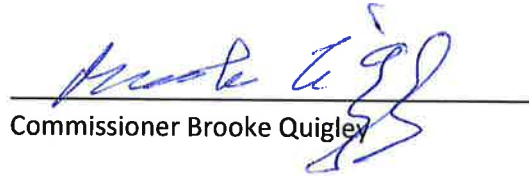
Commissioner Quigley moved to adjourn; Commissioner Kewish seconded the motion. Motion carried. The meeting was adjourned at 6:06pm.



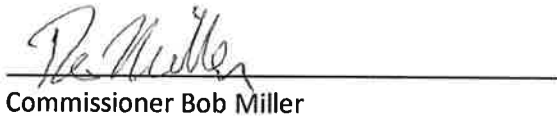
Authority Secretary Katie Patti



Commissioner Kelley McIntosh



Commissioner Brooke Quigley



Commissioner Bob Miller



Commissioner Daniel Kewish



Commissioner Paul Severson