



**North Mason Regional Fire Authority (NMRFA)  
Meeting Minutes  
460 NE Old Belfair Hwy  
4/11/2017**

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

**Guests:** None

Meeting minutes from March 14<sup>th</sup> and March 21<sup>st</sup>, 2017 were presented for approval.

**Commissioner Miller moved to approve the meeting minutes as presented. Commissioner Kewish seconded the motion. Motion approved.**

**Vouchers-** Vouchers for the month of April #1704001 to #1704094 in the amount of \$305,624.13 were presented for approval.

Commissioner Quigley inquired about the MACECOM quarterly user fees.

**Commissioner Quigley moved to approve the vouchers as presented; Commissioner Kewish seconded the motion. Motion approved.**

**FINANCIAL REPORT:** Chief Bakken will present the financials next week.

**ADMINISTRATION REPORT:**

**Fire Extinguisher Program Policy:** Cpt. Jeromy Hicks spoke about the program he has been working on to service fire extinguishers. This program will benefit small businesses in the area by allowing them to be able to check their own extinguishers. Cpt. Hicks will be sharing this with the Mason Co Building Dept. A policy on the program was shared. Commissioner Quigley requested that prior to approval the Board receive a clean copy of the policy so that it is easier to read.

**OLD BUSINESS:**

**Structure Fire:** We had a fire at Peterson Chiropractic last evening. Members of B-Shift did a phenomenal job of putting the fire out quickly with minimum damage. They also responded to a fire in Lynch Cove. The owner at Lynch Cove was able to make it out safely. The damage was contained to the back portion of the mobile home.

**Mason County Volunteer Academy Graduation:** Congratulations are in order for our five volunteers who recently graduated from Mason Co. Fire Academy. We are very proud of them!

**Bates and North Bend Academy:** Chief Bakken invited everyone to an after graduation celebration for our Bates and North Bend graduates to be held at the Harmon in Tacoma. There will be carpooling if anyone is interested

**Robert Collamore:** Chief Bakken reported our new Tahuya Community Outreach Coordinator has been selected. He starts on Tuesday the 18<sup>th</sup>. Congratulations to Robert. There will be a more formal introduction once he is on board with us.

**DNR Payment Structure:** DNR is changing its payment structure for wildland volunteers. They will use the same payment structure that WSP does. We still bill out for our equipment as we have in the past.

**Easter Pancake Breakfast:** This Saturday, April 15<sup>th</sup> we will hold our annual pancake breakfast. The time is 8am-12pm. Please come out and bring your families.

**County Fire Commissioner Update:** Commissioner McIntosh reported on the Joint Fire Chief/Commissioner meeting in Shelton. Brian Snure was the presenter for the evening and spoke about RFA's/Mergers. There was discussion about the Community Medicine Interlocal. Items such as who responds and many other details will still need to be ironed out. Chief Bakken also presented on the Chaplain program.

**WSRB Audit:** Insurance classification group generates a number used by insurance companies to determine insurance premiums. One part of this classification is fire department operations. They have provided notice that they will be onsite to conduct an audit. The last time they were here was 2012. Our goal is to not lose our current classification rating of a 5 (in areas of downtown Belfair and places with hydrants). He provided background on the various ratings systems. We are pretty well versed having been thru this once before. They have requested to meet with the Board as well.

**Letter of Appreciation for Glenn Screws:** Glenn Screws is our temporary FF in Tahuya and his term is coming to an end. We are doing a small celebration for him on the 17<sup>th</sup> at 10:30a to thank Glenn for his work. Chief Bakken asked the Board if they would prepare a letter thanking Glenn for his service.

**NMRFA Retention Committee:** Cpt. Ehresman will be coming onboard to help with the retention committee. We have identified some different strategies and will be moving forward with a plan of action. The Union has contracted with BERK who did our Strategic Plan to help with this process. We will have an update by next Commissioner Mtg. May 12<sup>th</sup> is the projected on-site date.

Following tonight's meeting we hope to be able to create a charter and have it define what is the mission and purpose of this group. We need to do a better job of communicating information to the entire organization so we are all on the same page moving forward.

#### **NEW BUSINESS:**

**Commissioner Leave:** Commissioner Severson announced he is involved in training thru his company and may need to leave of absence for his company. He will let us know ASAP.

**Training House Burns:** Training burns are scheduled for April 30<sup>th</sup> in Sand Hill area and May 20<sup>th</sup> on Old Belfair Hwy. Commissioners are invited to attend to watch the training.

**Ocean Shores Seminar:** Commissioner Quigley will leave a packet from the conference with Executive Assistant Patti if anyone would like to review. She made a recommendation that we conduct an in-house training to review the content.

**Public Comment:** None

**Good of the Order:** None

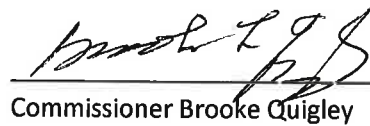
**Commissioner Kewish moved to adjourn; Commissioner Severson seconded the motion. Motion carried. The meeting was adjourned at 6:10pm.**



Authority Secretary Katie Patti



Commissioner Kelley McIntosh



Commissioner Brooke Quigley



Commissioner Bob Miller



Commissioner Daniel Kewish

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Commissioner Paul Severson