



North Mason Fire

North Mason Regional Fire Authority (NMRFA)

Meeting Minutes

460 NE Old Belfair Hwy

4/18/2017

Present: Commissioners Kewish, Quigley, Miller; Executive Assistant Patti, Chief Bakken; Asst. Chief Cooper
Excused: Commissioner McIntosh and Severson
Guests: Robert Collamore – Community Outreach Coordinator

Vouchers- A second batch of Vouchers for the month of April #1704095 to #1704098 in the amount of \$1461.69 were presented for approval.

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

FINANCIAL REPORT: Chief Bakken presented the monthly financials to the Commissioners. As far as expenditures have gone we are doing great. We anticipate taking in \$1.5 million in taxes this next month.

Training Burn: Chief Bakken recommends the Commissioners come to one of our upcoming training burns. The first is at Sand Hill on April 30th and on the Old Belfair Hwy on May 20th. We will be getting out an announcement and signup sheet.

Fire Academy Graduation: We will have two sets of carpools going to the graduations. We will leave at 8:00am from Station 21 and will return to the Station and leave at 5:45pm for the Bates graduation. Following the Bates graduation we will go to the Harmon Brewery in Tacoma.

Chaplain Program: Chief Bakken provided an update on what we are doing with our Chaplain program throughout Mason County. We have put all of our Chaplains on the same radio frequency. All the Chaplains currently have a pager that gets an alert when a call goes out. Following this notification, the Chaplains communicate with one another to coordinate their response. In collaboration with the Mason Co Fire Chiefs we are working to draft up a policy that identifies when chaplains respond, as well as a follow up system. Chief Bakken and Cooper identified the current chaplains and systems we have in place to help not only the families but our staff as well.

Easter Pancake Breakfast: We had a great turn out of volunteers and made a little bit of money for the Firefighter Association in the process.

Retention Committee Meeting: The meeting after last week's meeting went well. BERK will be coming out to help us work together and will start by distributing a survey to all members of the organization. Cpt. Ehresman will Chair the Committee. The next meeting is on the 27th. May 12th will be an onsite visit with BERK and members of the committee. We will also be creating a Committee Charter moving forward.

Septic System Design Process: Asst. Chief Cooper reported we should have a permit in place shortly. This is great news and we hope we can keep moving forward.

Commercial Fire Extinguisher Policy: Chief Bakken distributed the Fire Extinguisher Policy #Admin-44 for review and adoption.

A motion was made by Commissioner Kewish to adopt Policy Admin-44 as presented; Commissioner Miller seconded the motion. Motion approved.

Chief Bakken reported the decontamination policy is near completion and will be presented at next month's meeting.

Mason County Community Medicine Interlocal Agreement: Chief Bakken described what this interlocal outlines. This would be for the purposes of providing a framework for the community medicine program and allows us to set this up and move forward with searching for funding and support. This is similar to the MACECOM interlocal. Chief Bakken is seeking Direction to sign the interlocal on behalf of the Fire Authority.

Commissioner Quigley inquired that all Mason Co. Agencies are listed on the signature page. Chief Bakken indicated that if agencies select not to participate they will not be listed on the final signature page. An agency might select to not participate if they do not have the resources. She expressed concern over the financial unknowns but was reassured to hear that no money is required up front.

A motion was made by Commissioner Miller to grant direction to Chief Bakken as requested; Commissioner Kewish seconded the motion. Motion approved.

ADMINISTRATION REPORT:

Community Outreach Coordinator: Our new coordinator Robert Collamore was in attendance at the meeting to introduce himself to the Board. He had a first great day and we hope to have many more.

Public Comment: None

Good of the Order: None

Commissioner Kewish moved to adjourn; Commissioner Miller seconded the motion. Motion carried. The meeting was adjourned at 5:35pm.



Authority Secretary Katie Patti



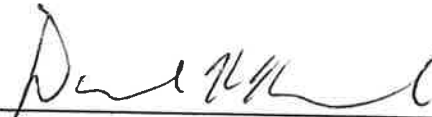
Commissioner Kelley McIntosh



Commissioner Brooke Quigley



Commissioner Bob Miller



Commissioner Daniel Kewish

Commissioner Paul Severson