



North Mason Regional Fire Authority (NMRFA)

Meeting Minutes

460 NE Old Belfair Hwy

12/12/2017

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

Guests: Cpt. Hicks

Meeting minutes from November 14th and November 21st were presented for approval.

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

Vouchers- Vouchers for the month of December #1712001 to #1712111 and #1712112 to #1712116 in the amount of \$290,766.91 and \$4,464.90 respectively were presented for approval.

Commissioner Quigley inquired about the volunteer stipend for Chaplain Shirbish. Chief Bakken explained volunteers receive a stipend at the end of the year.

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

FINANCIAL REPORT: Chief Bakken will provide an update on the financials at next week's meeting.

ADMINISTRATION REPORT:

WA Survey and Rating Bureau: Chief Bakken reported the Authority received a rating of 5. Some areas within the Authority will have higher ratings based on their proximity to a fire station (5 miles). The areas previously covered by Mason County Fire Dist. 8 will go from a rating of 7 to 5 or 8 to a 6. Chief Bakken commended Asst. Chief Cooper, Cpt. Hicks, Cpt. Ehresman, Cpt. Cleveland and Cpt. Reese for their hard work both before and during the survey. We plan to send out a press release on our re-rate throughout the area once the rates have been entered into the system.

Santa Trailer: The Commissioners were invited to participate in the annual Santa Trailer neighborhood visits this year. This event is always a lot of fun and includes Santa, candy canes and smoke detectors. The schedule is located on the website.

Station Security Committee: The committee had their initial meeting and decided it would be best to have an independent analysis conducted to identify issues. Once that has been completed the committee will work off of a prioritized list. They are collecting sample policies and plan to visit several stations outside of the Authority to see what methods they have in place.

Floor at Sta 21: We are in the process of repairing the floor in the dayroom at Station 21.

Wildland Firefighter Program: We will begin going to North Mason High School in about three weeks to present information on the wildland program. If you know any high school seniors who would be interested in applying, please have them contact us.

Capital Facility Planning Update: Cpt. Hicks and Chief Bakken had a great meeting with the owners of the property. We are working closely with our attorney throughout this process and will keep the Board updated as we progress.

WA State Audit: The State Auditor will be onsite to conduct our onsite audit on January 2nd.

Deferred Compensation: Commissioner's Quigley and Severson completed a review of the Chief's contracts. They reported both Chiefs deferred compensation is covered under section 15.2 in their contracts. A recommendation was made to draft up a MOU for review and approval that has clear language regarding deferred compensation in both contracts. In addition, a recommendation was made that contracts go through an annual regular review. It was also recommended that moving forward; all contract changes go thru the Board approval process.

Closed Session: The Board went into closed session at 6:00pm per RCW 42.30.140 4(b). For the purpose of having the NMRFA governing body review a proposal made while in the progress of negotiating a collective bargaining agreement. The Board came out of closed session at 7:40pm. No action was taken.

Public Comment: None

Good of the Order: None

Commissioner McIntosh moved to adjourn; Commissioner Miller seconded the motion. Motion carried. The meeting was adjourned at 7:45pm.

BOARD FOR VOLUNTEER FIREFIGHTERS

Present: Commissioner McIntosh, Asst Chief Cooper, Executive Asst. Patti, Volunteers Crabtree and Carnahan

Invoices for Volunteer Physicals and Invoices for Injury were presented for review and approval.

A motion was made by Asst. Chief Cooper to approve the invoices as presented: Volunteer Crabtree seconded the motion. Motion approved.

With no further business the meeting was adjourned at 7:48pm.



Authority Secretary Katie Patti


Commissioner Kelley McIntosh


Commissioner Brooke Quigley


Commissioner Bob Miller


Commissioner Daniel Kewish


Commissioner Paul Severson