



Fire Chief Beau Bakken

# MASON COUNTY FIRE DISTRICT 2

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Mason County Fire District 2

Meeting Minutes

6/11/2013

**Present:** Commissioners McIntosh, Blackwell, Burrus, Hamilton and Quigley, Chief Bakken, Assistant Chief Cooper and District Secretary Katie Patti.

Meeting called to order at 5:02pm.

**Commissioner Quigley moved to approve the meeting minutes from 5/21/2013; Commissioner Blackwell seconded the motion. Motion carried.**

## FINANCIAL REPORT:

Chief Bakken made note that there were four additional transactions that were completed following the electronic report that was sent to the Commissioners. Those transactions included: WA Alliance for Healthcare, Washington Counties Insurance Fund, HRA/VEBA Trust and Mason County Garbage Inc. An updated *Voucher Cover Sheet* and *Voucher Transactions* report were passed around for review and approval.

**Commissioner Burrus moved that vouchers # 1306001 to # 1306098 in the amount of \$260,572.99, be approved as presented. Motion carried.**

## ADMINISTRATIVE REPORT:

Chief Bakken shared recent department successes. The first of those successes is Captain's Cleveland and Reese will apply to the Executive Fire Officer Program. This is a great opportunity for professional growth and we are supportive of their decision.

We are pleased to announce that Nick Dragovich has graduated from paramedic school. The next step is for him to get certified with Mason County. If all goes well, he could be a paramedic on our team by July. He will join B Shift and his preceptor will be Captain Cleveland.

Andrew Douglas, former Resident who was deployed has returned from duty and has accepted a position with us as a paramedic. He fills Scott Wilson's position. This brings the total number of paramedics to seven on shift plus Chief Bakken and Captain Hicks.

Safety Days at Sandhill Elementary School was a success. Thank you to all who participated. Aside from some strong gusts of wind we had great weather. Nearly 500 kids participated and seemed to enjoy themselves. We go to Belfair Elementary on Thursday, June 13. If you are interested in participating we will be meeting at 8:30am at Station 21.

Assistant Chief Cooper will put his name in the hat to run for a Commissioner position for the Port of Allyn. He is running uncontested. The members of the Board do not believe there is conflict of interest with Assistant Chief Cooper running for this position and wish him success.

In other news, Mike Sammons put in for a Commissioner position with the School District. We feel he will do a great job in this role as well.

#### **NORTH MASON REGIONAL FIRE AUTHORITY (NMRFA)**

The NMRFA Planning Committee will meet tomorrow, June 12, 2013 at 6:30pm at Station 21. Chief Bakken gave an update on two most recent RFA community meetings. The first meeting held on May 29, 2013 in Tahuya had a good turnout with nearly twenty five in attendance. At that meeting there were some great ideas shared and positive feedback provided on the RFA. At the meeting held on June 5, 2013 at the Timberland Library in Belfair, the turnout included many of the same individuals who have been involved in the RFA from the beginning. This too was a good meeting.

At tomorrow's Planning Committee meeting we will tackle the governance issue along with the pros and cons of each of the three proposals that include attrition by date and term of office; at large elections with staggered terms; and the proposed idea of waiting for the expiration of the two year transition period in which the board will make a final decision on reduction methodology based upon the status of the RFA at the time of expiration. The Board believes it is their responsibility to represent the best interests of the citizen's district wide.

Discussion took place regarding Asset Transfers between the two districts. Of concern, District 8 has three pending lawsuits. However, there is the possibility the lawsuits could be dropped if the RFA passes. In the event the districts do dissolve the assessor has the ability to levy some type of tax for the district to recoup funds. Chief Bakken with the assistance of our Attorney Brian Snure will continue researching this topic. Information will be provided at a meeting in the near future.

Both the Board and Chief Bakken believe we need to have a transparent discussion about the asset transfer and the liabilities that both Districts bring to the table at the Planning Committee meeting.

Chief's Bakken and Chaffee along with Katie Patti met with our VFIS Insurance representative, Gordon MacIvennie to discuss the District's insurance policies and what our options would be in the event the RFA passes or not. District 2's insurance is up for renewal in November of this year and District 8's insurance is up for renewal at the end of June. Gordon recommended we enter into an Interlocal Agreement and create a Risk Management Group with a start date of July 1, 2013. With this agreement both districts would be covered under one policy. This equals a cost savings to District 2 in the amount of \$1,400; however, District 8 was severely under insured which will increase their costs to bring them up to acceptable coverage levels. After January 1, 2014 if the RFA passes the agreement changes names to the North Mason Regional Fire Authority. If it does not pass, the group dissolves and both go their separate ways. We also received clarification that anything that was filed before the Risk Management Group formation we would not be responsible for those claims.

Commissioner Quigley expressed concern that by entering into a Risk Management Group Agreement this prematurely entangles us before it is needed. She believes it would be to our benefit to wait to combine policies until formation. The Board was in agreement and this issue will be tabled until a later date.

Chief Bakken reported that District 8's Annual Report Financials did not match. He is working with Chief Chaffee to get this fixed immediately.

#### **Medic Unit Collision Report Update**

Chief Bakken provided an update on the medic unit collision involving Nick Dragovich and Ryan Cloud. Chief Bakken commended the crews that responded as well as Nick on his decision to stay in the lane of travel and take the hit rather than follow human instincts and veer off to the side. The outcome of the latter decision could have been fatal. Our policies were followed and our crew returned to work 3 days later. Commissioner Blackwell added how proud he was of our crews and their professionalism on the call.

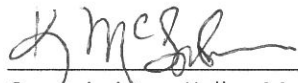
This accident has rendered the medic unit out of service. We are currently working on coming up with two to three repair or replace options with our insurance claims adjustor. Those options will be presented to the Board for approval at a later date.

#### **Travel Fund and Revolving Fund**

We have set up Commissioner Shelby Blackwell on the Travel and Revolving Fund accounts with Kitsap Bank as an authorized signer as indicated in Resolution 270 approved at the May 14, 2013 Commissioner Meeting. Moving forward we would like to request that Commissioner Blackwell always is one of the two who signs checks along with Katie Patti or Chief Bakken. By doing so this will ensure that a member of the Board is serving as the Boards representative in approving fund expenses.

Commissioner Burrus moved to have Commissioner Blackwell act as the second signer with either Chief Bakken, or Katie Patti on checks written from the Travel and Revolving Funds beginning June 11, 2013. Commissioner Quigley seconded the motion. Motion carried.

Commissioner Blackwell moved to adjourn; Commissioner Burrus second the motion. Motion approved and the meeting was adjourned at 6:15 pm.



Commissioner Kelley McIntosh



Commissioner Brooke Quigley



Commissioner Dan Burrus



Commissioner Denny Hamilton



Commissioner Shelby Blackwell