



North Mason Regional Fire Authority (NMRFA)

Meeting Minutes

460 Old Belfair Highway

1/13/2015

Present: Commissioners Blackwell, Kewish, McIntosh, Quigley, Voss-Petredis, Wampold; Fire Chief Bakken, Assistant Chief Cooper, Authority Secretary Patti

Guests: Paul Severson

Excused: Commissioner Burrus

The meeting was called to order at 5:03pm and opened with the Pledge of Allegiance.

The minutes from the meetings held on 12/9/14 and 12/16/14 were presented for approval.

Commissioner Blackwell moved to approve the meeting minutes from 12/9/14 and 12/16/14 as presented; Commissioner Kewish seconded the motion. Motion carried.

Commissioner Voss-Petredis asked for additional information and clarification of the Mason County Fire Commissioner Meeting.

Voucher Review and Approval: Vouchers numbered 1501001 to 1501116 in the amount of \$299,222.52 were presented for review.

Commissioner Blackwell moved to approve Vouchers #1501001 to #1501116 in the amount of \$299,222.52 as presented; Commissioner Wampold seconded the motion. Motion carried.

Commissioner Quigley inquired about the BERK consulting fees. Chief Bakken provided clarification on the costs we have submitted for the Strategic Planning Process to date.

FINANCIAL REPORT:

Chief Bakken provided an update on our financial status. He has provided an end of year summary for review. The summary is a comparison from last year to this year. He reviewed the revenue and expenses. He also described the excess rollover.

Chief Bakken requested direction from the Board to take \$143,808.56 and ear mark those funds into the Capital Contingency Fund.

Commissioner Quigley asked why we would not invest the funds into the State Pool instead. Chief Bakken explained he is requesting to "ear mark" these monies, which simply identifies them in the budget for capital expenses.

Commissioner Voss-Petredis moved to earmark the total presented to the Capitol Contingency Fund as presented; Commissioner Wampold seconded the motion. Motion carried.

Financially we are in fantastic shape. This is a testament to our line item managers.

Chief Bakken also took a moment to thank Katie Patti for all of her hard work in maintaining three budgets and all the quarterly/monthly reporting that goes along with doing so. Commissioner McIntosh also commended Katie on the organization of the vouchers that she recently reviewed.

BIAS Software: Commissioner McIntosh asked if we would be transferring our financial and payroll software from Ganzer to Bias and what would the impact be and the timeline. Chief Bakken provided an update about BIAS and Ganzer. We plan to stay with the Ganzer program until we absolutely have to transition.

ADMINISTRATION REPORT:

Dissolution Update: The Dissolution of District's 2 and 8 are complete. We have not heard anything from our Auditor regarding the District 8 audit.

Fire in Beards Cove: Chief Bakken reported the fire in Beards Cove began as a chimney fire and then spread. He commended members on B shift for their firefighting efforts.

Motor vehicle accident near the Tahuya River Bridge: Bystanders had gone to check on the vehicle and they were hit by another vehicle. Sta 27 was first to respond. We were working a fatality accident at the same time with South Kitsap. We called in medic 5-1 to assist. The two crews worked seamlessly together. A great job was done by all!

Fire Academy: Chief Cooper reported we had six recruits who started the academy on January 5th. They will be at the academy until March.

Irene Creek Area: Hood Canal Coordinating Council has purchased the Irene Creek Area. The property meets up with our property. There may be surveyors in the area in the upcoming weeks.

Department Recognition Dinner: Chief exclaimed this was the best dinner he has ever participated in. Half of a year is spent planning this event. Congratulations to Jeromy Hicks, Stephanie Criess, Tina Miller and Katie Patti for their work in making this a successful event. The Commissioners had suggestions for a platform and lighting at next year's event so it is easier to see everyone who receives an award.

Retraction: Per the RFA Plan the current Board of Commissioners needs to go down to 5 members by May of this year. We currently have 7 members. Chief Bakken suggested we review the plan and keep this on the forefront of discussion and decision. The three seated Commissioners are Kelley McIntosh, Dan Kewish and Brooke Quigley.

Commissioner Meetings: Commissioner Wampold asked to be excused from the February 2015 Commissioner Meetings as he is unable to attend. Commissioner Voss-Petredis will be unavailable to attend but is able to Skype.

NEW BUSINESS:

Chair & Vice-Chair of the Board: It was decided that Commissioner McIntosh will remain Chair of the Board with Commissioner Voss-Petredis as Vice Chair.

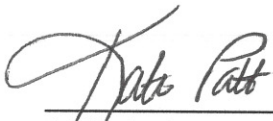
Department of Community Development (DCD): There has been a lot of turnover in the DCD. Cpt. Hicks works Monday at the DCD and does fire plan review and test's systems. Chief Bakken agreed to this as long as it did not interfere with his work with the RFA. The DCD is seeking a person with fire experience to do this work. Two key members have left or are retiring soon. Active discussion on what the next steps will be is currently in progress, however, there is no resolution yet.

MACECOM Update: Chief provided an update on the communication towers. As it exists now, on the law enforcement side MACECOM owns all towers. On the fire side us, MACECOM, and Central Mason own a portion of the towers. There is talk amongst the Chiefs for all radio equipment/communications to go under an umbrella of MACECOM which would be the single decision maker rather than three as it is now. Chief compares MACECOM to CENCOM in Kitsap County. This would streamline the process.

Public Comment: None

Good of the Order: None

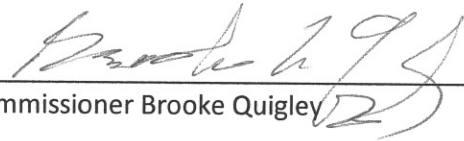
Commissioner Blackwell moved to adjourn the meeting; Commissioner Kewish seconded the motion. The meeting was adjourned at 6:05pm.



Authority Secretary Katie Patti



Commissioner Kelley McIntosh



Commissioner Brooke Quigley

Commissioner Dan Burrus

Commissioner Bev Voss-Petredis



Commissioner Shelby Blackwell

Commissioner Thomas Wampold



Commissioner Daniel Kewish