



North Mason Regional Fire Authority (NMRFA)

Meeting Minutes

460 NE Old Belfair Hwy

12/9/2014

Present: Commissioners McIntosh, Kewish, Quigley, Voss-Petredis, Wampold; Fire Chief Bakken, Asst. Chief Cooper, Authority Secretary Patti, District 2 Commissioner Severson

Guests: None

Excused: Commissioner Burrus, Commissioner Blackwell

The meeting was called to order at 5:09pm and opened with the Pledge of Allegiance.

The minutes from the meetings held on 11/8/2014 and 11/12/2014 and 11/18/2014 were presented for approval.

Commissioner Quigley had several grammatical amendments to the November 8th Workshop meeting minutes. She reviewed those amendments with the group.

Commissioner Voss-Petredis moved to approve the meeting minutes from the meetings held on 11/8/2014, 11/12/14 and 11/18/14 as presented and amended; Commissioner Kewish seconded the motion. Motion carried.

Voucher Review and Approval: Vouchers for the month of December were presented for review and approval.

Commissioner Voss-Petredis has a few questions on vouchers in general that she feels are minor and would like to meet with Chief to review.

Commissioner Quigley inquired about the purchase of Halloween Candy. Chief Bakken explained that the candy was purchased for kids that trick or treat at the Fire Station on Halloween.

Commissioner Wampold moved to approve Vouchers #1412001 to #1412096 in the amount of \$256,757.84 as presented; Commissioner Kewish seconded the motion. Motion carried.

FINANCIAL REPORT:

We will cover this next week.

ADMINISTRATION REPORT:

Strategic Planning Update: The planning committee and Captains went to Seattle to BERK offices to review the draft of our Strategic Plan. The work we accomplished was tremendous. It was a productive visit. We anticipate a final draft will be ready for presentation to the Commissioners in February.

Structure Fire in Tahuya: Chief Cooper reported that a double wide mobile home that was in the process of being demolished caught fire. The fire took three hours to extinguish requiring help from

neighboring fire districts. It was a complete loss. We used approximately fifteen thousand gallons of water that had to be trucked in.

Surplus Update: Only a few items remain in the store. The next step will entail one or several meetings with the community.

EMT Class: The class elected to not hold a graduation ceremony. Eighteen students successfully completed the training. Eleven of the twenty-two students were from the Fire Authority. These individuals will be getting checked off to be able to practice on our ambulances. Congratulations!

Dissolution Process: We will be transferring all monies from D2 and D8 to the Fire Authority at the end of the year.

Authority Dinner: Chief Bakken reminded everyone of the Annual Appreciation Dinner being held January 10th at Alderbrook Resort.

CAC Update: Commissioner Voss-Petredis reported more people have been coming to meetings. There was a lot of interest and discussion around the Strategic Planning process. The topic of the store also came up and we were able to answer some questions.

District 8 Audit: The State Auditor will be onsite Monday, December 15th. They will review records from 2011 – 2013. Chief is going to ask if they can complete year 2014 also so we can get everything wrapped up. They may want to meet with D8 Commissioners for questions or review. There were eight recommendations that were made during the last audit that they will review if the District followed up with those recommendations.

Currently, the Fire Authority is not scheduled for an audit. New businesses typically are scheduled for an audit within the first year of operations. If we do receive a date for an audit we will let you know.

Resolution #14-20 Amendment to the RFA Service Plan: Chief Bakken explained the seating process as written in the Plan could pose a problem when the Districts dissolve resulting in the Commissioners being removed from the Fire Authority Board. This Resolution would keep the seating process as originally designed in the Plan.

Commissioner Wampold moved to approve Resolution #14-20 as presented; Commissioner Quigley seconded the motion. Motion carried.


Mason County Fire Commissioners: Commissioner McIntosh noted that the meetings are held on the first Thursday of each month. For the February 5, 2015 meeting we are working on having someone from the State to review records retention. She also reported two long standing commissioners recently passed away. They intend to get a start date for all Commissioners so they can recognize individuals for their years of service. Commissioner McIntosh was also recognized for 15 years of service.

Public Meetings Training: These trainings must be completed before the end of the year.

Public Comment: None

Good of the Order: Commissioner Dan Burrus excused absence runs through this year only. We are fairly certain that Commissioner Burrus unfortunately will not be returning. Chief Bakken would like to commemorate Dan's years of service and recommends we begin the vacate process.

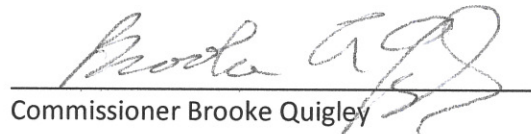
Commissioner Wampold moved to adjourn the meeting; Commissioner McIntosh seconded the motion. Motion carried and the meeting was adjourned at 5:40pm.



Authority Secretary Katie Patti



Commissioner Kelley McIntosh

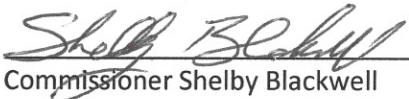


Commissioner Brooke Quigley

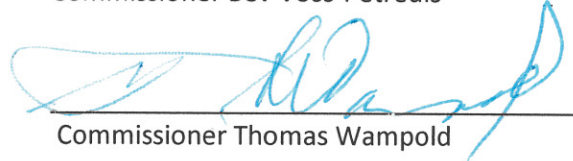
Commissioner Dan Burrus



Commissioner Bev Voss-Petredis



Commissioner Shelby Blackwell



Commissioner Thomas Wampold



Commissioner Daniel Kewish