



North Mason Regional Fire Authority (NMRFA)

Meeting Minutes

Tahuya Fire Station

9/16/2014

Present: Commissioners McIntosh, Voss-Petridis, Wampold, Quigley, Kewish; Fire Chief's Bakken and Cooper

Excused: Commissioners Blackwell and Burrus and District Secretary Patti

The meeting was called to order at 5:00pm and opened with the Pledge of Allegiance.

Voucher Approval: A second batch of Vouchers were presented by Chief Bakken totaling \$5,770.18

Commissioner Quigley moved to accept Vouchers #1409084 to 1409091 in the amount of \$5,770.18 as presented; Commissioner Voss-Petridis seconded motion. Motion carried.

FINANCIAL REPORT:

Financial report presented by Chief Bakken. Report indicates the Authority is approximately at 60% of expenditures and on track for year to date expense/revenue. Chief Bakken anticipates there will likely be \$150,000 to \$200,000 for carryover into 2015. The reserve fund contribution is already at 69% of earmarked funds for the year. Timber tax continues to be strong and exceeds the anticipated revenues projected earlier in the year. Assessed valuation (AV) has gone up slightly for the RFA. It's approximately \$88,000 more than projected.

The RFA is experiencing solid financial health. The Authority is still able to meet or exceed its reserve goals. Reserve amounts are set by the Fire Commissioners. The benefit is that the RFA has been able to purchase equipment from reserves without having to go to the community to ask for additional funding for capital expenses such as vehicles.

The Wildland fire season started earlier than expected and will likely go into October. The RFA only budgeted \$11,000 in anticipated revenue. To date, it is at approximately \$30,000 for DNR reimbursements.

ADMINISTRATIVE REPORT:

Strategic Planning: The first of the strategic planning meetings was held on 9/15/14 with B and C shift meeting with the consultants. The meeting went well; the consultants will be meeting with the CAC group on 11/10/2014 at 6:00 pm. This is open to the public and will be held at Station 27.

BERK indicated that the strengths of the RFA are the people (employees, volunteers, citizens, etc.). The weaknesses are mutual aid, politics with neighboring fire districts, and volunteer vs. career role

definitions. The staff would also like to have better communication or interaction with the Fire Commissioners.

There was discussion of ongoing standardization but that can be addressed at the operational level.

Newsletter: The newsletter scheduled to go out in the next couple of weeks is about 95% completed. A draft will be emailed for review. The emphasis will be on the Tahuya staffing levels and service increases, the AmeriCorps program, and the volunteer efforts in the RFA. There will also be an educational article on the dissolution of Fire Districts 2 and 8 set to appear on the ballot in November 2014.

Labor Negotiations: Labor Negotiations with the union are scheduled for 9/18/14 and 9/22/14.

Commissioner Training: Open Government Training packets were provided to the Commissioners. District Secretary Patti provided certificates for each Commissioner for record keeping purposes. The WFOA conference is also holding training for Open Government training requirement.

Policy Review: Four policies were presented to the Commissioners for review and approval.

Admin-22, Meetings Called by the Chief: Name change only.

Admin-23, Non-Disclosure: Name change only.

Admin-24, Public Meeting Disclosure: Name change only.

Commissioner Voss-Petridis moved to accept the three policies as presented and amended; Commissioner Wampold seconded motion. Motion carried.

Volunteer Update: Currently, there have been 35 volunteers recruited for the RFA with a class of 26 EMT students. These are primarily CRT volunteers; there have only been 3 new Tahuya firefighter volunteers. It's difficult to recruit volunteer firefighters due to the initial training hours required. It was suggested there be an emphasis on 18-22 year olds (students) as well as summer or seasonal resident firefighters.

Employment MOU: The employment MOU regarding vacation hours for the fire chiefs, to include an incremental reduction of accrued hours was distributed for review. The MOU can be signed by the chair of the Fire Commissioners.

Commissioner Voss-Petridis moved that the MOU be approved as presented; Commissioner Quigley seconded motion. Motion carried.

Surplus Inventory List: There is now a designated list of surplus items from the RFA. Numerous items come from the old Tahuya store. No member of the RFA can bid, buy, or acquire any of the items. There is a step-by-step process to surplus the items. There is an initial sealed bid process for commissioner review, advertise or "best offer", donation, and finally trash/disposal. All money from the sale of surplus items goes into the general fund.

Commissioner Voss-Petridis moved to approve the designated list of items for surplus from RFA inventory; Commissioner Quigley seconded motion. Motion carried. (See attached surplus inventory list).

Station 24 Easement: There was ongoing discussion regarding the easement of property at Station 24 on Tiger Lake. The easement has an appraisal of \$3,158; no market value has been determined. The direction from the Fire Commissioners is to have the Fire Chief explore and negotiate a fair value for the developer to buy the easement property. The appraisal is based upon a percentage of the AV of the whole property.

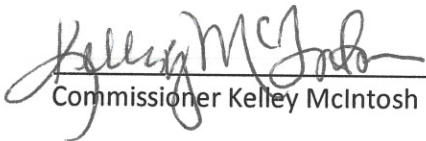
Good of the Order: None

Public Comment: None

Commissioner Quigley moved to adjourn the meeting; Commissioner Wampold seconded motion. Motion Carried and the meeting was adjourned at 6:10pm.



District Secretary Katie Patti

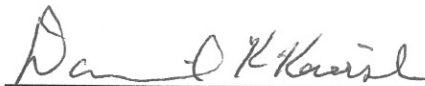


Commissioner Kelley McIntosh

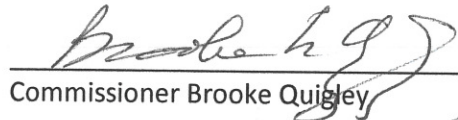
Commissioner Dan Burrus



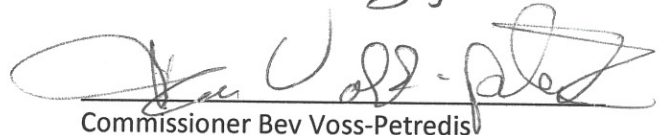
Commissioner Shelby Blackwell



Commissioner Daniel Kewish



Commissioner Brooke Quigley



Commissioner Bev Voss-Petredis

Commissioner Thomas Wampold