



North Mason Regional Fire Authority (NMRFA)

Meeting Minutes

14880 NE North Shore Rd, Tahuya

8/16/2016

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

Guests: None

Vouchers- Two additional vouchers for the month of August #1608092 to #1608093 in the amount of \$1,038.59 were presented for approval. There were no questions.

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

FINANCIAL REPORT: Chief Bakken provided an update on our financials. He noted revenue has decreased which is common for this time of the year. He added ambulance revenue numbers have also gone down due to the County having to change bank accounts. Year to date we have not seen the same level of timber revenue like we did last year. With regards to expenditures, we are doing fantastic. We will draw from the investment Pool for expenditures to cover us until tax monies come in during October/ November.

Chief Bakken is preparing the 2017 budget drafts. He will send these to the Board to allow for ample review time before the November budget hearing. Of the documents he is preparing a historical document that looks back over the past four years as well as a Budgeted vs. Actual report.

ADMINISTRATION REPORT

Narcan for EMT's: Chief Bakken reported EMT's are now able to administer the drug Narcan. Paramedic Ryan Cloud deserves the credit for helping pass this measure. The drug is administered via nasal mist. Our EMT's are going through a required training prior to being able to administer in the field.

Forum Notice: There is a county-wide opium forum being held on September 21st from 4pm – 7pm at Shelton Springs High School (3737 N. Shelton Springs Rd). Chief Bakken and Asst. Chief Cooper plan to attend and extended the invite to Commissioners if they are interested. Executive Asst. Patti will forward the email invitation.

Salmon Bake: The annual salmon bake is scheduled for this Sunday, August 21st in Tahuya. The event begins at 12pm and goes until 4pm. Volunteers are needed to help clean fish and with the event set up and take down.

Taste of Hood Canal: Chief Bakken reported the event was a success! Overall attendance seemed to be down this year which could be attributed to the hot weather. Thank you to all who helped.

Admin-42 Photography/Video Policy: Chief Bakken presented Policy-Admin 42 to the Board for approval. He added the Union has reviewed this and are in support of the policy and revisions.

Commissioner Quigley moved to approve the policy as presented; Commissioner Miller seconded the motion. Motion approved.

Mason Co Joint Chief's and Commissioner Meeting: Commissioner McIntosh reported on the Joint Chief and Commissioner Meeting topics specifically the Community Paramedicine Program. Recent discussion and work has consisted of creating a draft memorandum of understanding that can be utilized for all 13 Mason Co Fire agencies along with Mason Co Medic One. In addition, she is meeting with the tribal leader of Squaxin Island to discuss the program and propose a partnership. She added they also plan to pursue grants for funding.

Community Newsletter: Jeromy is meeting with newsletter editor Rodika Tollefson tomorrow regarding the newsletter. We anticipate it will be completed in October or November.

CAC Meeting: Commissioner Quigley proposed we create a schedule of meetings from now thru 2017 that features the date of the meeting and which Commissioner will be attending. When we send out a CAC meeting reminder, Executive Assistant Patti can specify which Commissioner will attend.

Open House for Tahuya Station: Just a reminder of our open house being held on Tuesday, September 13th at Station 81. We will conduct a quick business meeting and then hold an open house on the new Tahuya Fire Station.

Public Comment: None

Good of the Order: None

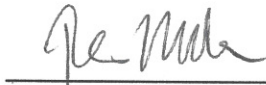
Commissioner Kewish moved to adjourn; Commissioner Miller seconded the motion. Motion carried. The meeting was adjourned at 5:59pm.



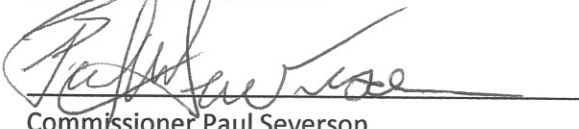
Authority Secretary Katie Patti



Commissioner Kelley McIntosh



Commissioner Bob Miller



Commissioner Paul Severson



Commissioner Brooke Quigley



Commissioner Daniel Kewish