



North Mason Regional Fire Authority (NMRFA)

Meeting Minutes

460 NE Old Belfair Hwy

8/09/2016

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

Excused: Commissioner McIntosh

Guests: Commissioner Quigley's brother Marshall and wife Kate who were in town visiting; Jeromy Hicks, AmeriCorps Volunteer Dani Willey

Commissioner Kewish called the meeting to order at 5:00pm.

The meeting from July 12th and 20th were presented for approval.

Commissioner Severson moved to approve the meeting minutes as presented. Commissioner Miller seconded the motion. Motion approved.

Vouchers- Vouchers for the month of August #1608001 to #1608091 in the amount of \$274,064.92 were presented for approval.

There were no questions regarding vouchers.

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

FINANCIAL REPORT: Chief Bakken will provide a financial update at next week's meeting.

ADMINISTRATION REPORT

Dani Willey – End of AmeriCorps Term: Dani provided a presentation and year- end review report to the Board of Commissioners. The two items she focused on were bicycle safety and water safety. Captain Hicks commended Dani for the tremendous amount of beneficial work she accomplished during the program life cycle. She is also one of our Firefighter/EMT Volunteers. Chief Bakken remarked how phenomenal it has been to watch her grow over the past ten months.

NEW BUSINESS

Administrative Assistant Hiring Process Update: Executive Assistant Patti facilitated and organized the Administrative Assistant assessment process. Both Commissioner Quigley and McIntosh participated in the panel interviews. It was a great day and ultimately we have five individuals who will be moving forward to a final interview with Chief and Executive Assistant Patti.

Taste of Hood Canal: The Taste of Hood Canal event is scheduled for this Saturday the 13th from 10am-6pm. The Firefighters Association is putting on a pancake breakfast followed by a BBQ booth. The Local has a dunk tank with proceeds benefiting their Benevolent Fund.

Tahuya Salmon Bake: The annual salmon bake is scheduled for August 21st in Tahuya. The event begins at 12pm and goes until 4pm.

WSFC Annual Conference: The Washington Fire Commissioners Association Annual Conference will be held October 27-29th in Yakima. Please contact Executive Assistant Patti as soon as possible if you are interested in attending.

County Wide Incident Command System Committee: Chief Bakken approached the Mason County Fire Chiefs group with a proposal to update and standardize a county wide ICS. A sub-committee, led by Assistant Chief Cooper and Deputy Chief Patti of Central Mason Fire and EMS, was formed and tasked with developing a plan to present to the Fire Chiefs for approval.

Wildland Fire Deployment Update: This past Saturday we received a request to send a brush crew to Eastern WA for a wildfire. Two of our High School wildland students went with a seasoned firefighter from Central Mason. The following morning we received a second deployment request. Our firefighters were there for 9 days and did a fantastic job. Captain Cleveland did a fantastic job of preparing these individuals for deployment.

Tahuya Structure Fire: this past Saturday a structure fire occurred at a log cabin located on the 20,000 block of North Shore. Two of our newest firefighters Andy Mitchell and Laura Friesse were first to arrive on scene. They did an excellent job of setting everything up for when crews arrived. We also had DNR assist to aid in ensuring the fire did not spread. Everyone who responded did an exemplary job. Captain Hicks reported the homeowners insurance investigator remarked it was one of the best "stops" he had witnessed in his career as an investigator. There is a commendation letter from the Board that will go to each individual involved.

Board Commendation for Firefighter Anthony Rhead: Firefighter Anthony Rhead took on the task of reprogramming all of the Authorities radios. We are thankful for his knowledge and dedication. There is a letter from the Board commending him on his work.

Photography/Video policy: Chief Bakken presented an updated policy draft that reviews photography and video was distributed for review. Member of the Local made suggestions to the policy and staff is on board and recommends approval at next Tuesdays meeting.

Fire Station Design Process: Chief Bakken provided an update on the design process of the Tahuya fire station. He reviewed a preliminary conceptual draft completed by our architect with the Board. Members of the building committee also met yesterday. It was a great meeting with very positive feedback.

Chief Bakken made a recommendation to the Board hold a community open house at 5:00pm Station 81 on September 13th during the regularly scheduled the Tahuya Community Club Meeting.

This meeting would replace the regularly scheduled commissioner meeting at Station 21 in Belfair.

Commissioner Quigley made a motion to change the location for the Board meeting as presented; Commissioner Severson seconded the motion. Motion approved.

Public Comment: None

Good of the Order: None

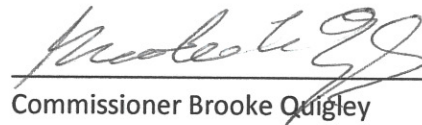
Commissioner Quigley moved to adjourn; Commissioner Kewish seconded the motion. Motion carried. The meeting was adjourned at 6:04pm.



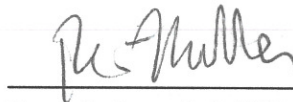
Authority Secretary Katie Patti



Commissioner Kelley McIntosh



Commissioner Brooke Quigley



Commissioner Bob Miller



Commissioner Daniel Kewish



Commissioner Paul Severson