



North Mason Regional Fire Authority (NMRFA)

Meeting Minutes

460 NE Old Belfair Hwy

8/13/2019

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

Guests: Herb Gerhardt

The meeting minutes from July 9th and 16th were presented for approval.

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

Vouchers #1907001 to #1907087 in the amount of \$342,747.55 were presented for approval.

Large expenses included JH Kelley, TCA, and a Crunch Time training class.

A motion was made by Commissioner Kewish to approve the vouchers as presented; Commissioner Miller seconded the motion. Commissioner Severson abstained. Motion carried.

ADMINISTRATION

Tahuya Salmon Bake: The event is scheduled for August 24th at Station 81 in Tahuya.

Community Outreach Coordinator Position: We are working on holding a community celebration for Jeremy Hicks. We are working on a date and time – more to follow.

Light Duty Assignment: Lt. Chester has moved to dayshift light duty. We have hired Jeremy Carnahan – Student Resident, in a Temporary Firefighter position to fill Lt. Chester's role.

OLD BUSINESS

Station 21 Update: We passed Resolution 19-01 to go out to bond for the new headquarters station. We are still working to finalize the Bixenmann property PSA.

Station 81 Update: We have yet to receive the permit to begin construction- over 120 days have passed since the application was submitted to Mason County. Commissioner Severson recommended the Board send a letter to the Mason Co permit department. The Board expressed their concern for permitting delays for the Headquarters Station project.

NEW BUSINESS

FD3 Financial Services Agreement: A letter was sent to Mason Co Fire Dist. 3's Board regarding our intent to switch to BIAS at the beginning of 2020. Due to the switch, D3 would need to obtain a separate software program for their financials and payroll. They have the option to join BIAS. Chief Bakken had a

discussion with Chief Graeber regarding this new development and discussed ideas moving forward. It was noted that we have a 90 day out with the Financial Services contract.

Administrative Positions: EA Patti has put in her resignation notice and will be leaving the Fire Authority at the end of this month. She has accepted a position with North Kitsap Fire and Rescue. Asst. McCormick has stepped in to help learn the various aspects of EA Patti's position and is currently learning processes and systems. Chief is working on a revised job description and details and hopes to send drafts of job descriptions to the Board to review.

Community Outreach Coordinator: Details are still being developed for this position. We would like the focus to be on community outreach primarily working with schools and community groups. We have had discussions with the County regarding the Fire Marshall component of this position. Chief will provide details at next week's meeting.

Public Comment:

Herb Gerhardt: Herb expressed four concerns to the Board. First, he disagreed with Commissioner Severson's comment that the Board only has financial responsibility. Second, he expressed his disappointment at the lack of notification that Cpt. Jeromy Hicks was leaving the Authority. Third, he mentioned the recent election results and remarked that the public does not want to pay any extra money in taxes and we should be aware of this concerning our bond. And finally, he recommended a Board Member attend an upcoming County Commissioner meeting to express our concerns about permitting rather than sending a letter.

Good of the Order:

CAC Meeting: The next meeting is September 9th. Commissioner Miller will fill in for Commissioner McIntosh. Commissioner Quigley requested that the CAC email list to be sent to AC Cooper, Chief Bakken and Asst. McCormick.

Sustainability Questions: Commissioner Quigley provided a handout of survey questions that could be sent out to "All Users" concerning sustainability. There was discussion on who should be surveyed and a recommendation was made that Commissioner Quigley should meet with the Union, Volunteers and Career staff to provide. Commissioner Severson expressed his concern that the Board should not be focusing on this topic. There was continued discussion on sustainability.

Commissioner McIntosh moved to adjourn; Motion carried. The meeting was adjourned at 6:12pm.

Board for Volunteer Firefighters

Present: Commissioner McIntosh, AC Cooper, Volunteer Bridgan, EA Patti

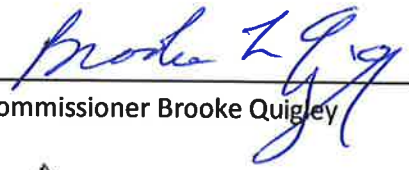
Two physicals were presented for approval.

AC Cooper made a motion to approve the physicals as presented; Volunteer Bridgan seconded the motion. Motion approved.


With no further business, the meeting was adjourned at 6:14pm.

Authority Secretary Katie Patti

Commissioner Kelley McIntosh



Commissioner Brooke Quigley



Commissioner Bob Miller



Commissioner Daniel Kewish



Commissioner Paul Severson