



**North Mason Regional Fire Authority (NMRFA)
Meeting Minutes
460 NE Old Belfair Highway
9/10/19**

Present: Commissioners Kewish, Quigley, Miller, Severson, Chief Bakken, Assistant Chief Cooper;
Excused: Commissioner McIntosh

The meeting minutes from August 5th, 13th, 20th, and 27th were presented for approval.

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

Vouchers #1909001 to #1909075 in the amount of \$358,416.47 were presented for approval.

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

ADMINISTRATION

Executive Assistant Hire: We have begun the formal search for Executive Assistant-Programs and Policy. Chief Bakken discussed the position with CRT Courtney Norwil. Courtney is not interested in the employment position as she has more possibility for upward mobility with DOD. She will continue to volunteer for the NMRFA as she is able. AA Angie McCormick is doing a phenomenal job of moving into EA Katie Patti's position in a very short time period. Angie is currently in the role of Executive Assistant-Finance, HR and Records; her priority is financial arrangements and payroll. We will be implementing a change to BIAS software as we move forward.

Thank You: We thank Commissioner Quigley and several others who are assisting with the backlog since we have two administrative positions that are currently vacant. At this time, not everything on the website is up-to-date, but we continue to prioritize what most needs to be done to offer our continued excellent service during this transition period.

Overdose Awareness Walk: The NMRFA and other organizations helped observe National Overdose Awareness Day, August 31, in partnership with Mason County Public Health. This was the first year for North Mason. At the Belfair event, the RFA provided hot dogs and other organizations set up an information fair in Timberland Library and provided tee shirts and banners, prior to an awareness walk in downtown Belfair. The event in Shelton was similar and very well attended. Chief Bakken participated in both events.

Jeromy Hicks Celebration: September 13 is the date at 2 Margaritas in Allyn, beginning at 6:00 pm, to congratulate Jeromy on his new position and thank him for 20 years of service to North Mason. Attendees can drop in anytime after 6:00 pm.

Tahuya Salmon Bake: The 50th Annual Tahuya Salmon Bake was the best ever. Jeromy Hicks cooked all day and many others, including Robert Callamore, helped plan and worked to make the day a great community celebration. It worked well that the event was moved from Sunday to Saturday. Over 200 tickets were sold, the sponsoring organizations brought in over \$3,000 to split between them, and a good time was had by all.

Tahuya Groundbreaking: The groundbreaking was a fantastic event, very well attended with lots of positive energy. It was just a fun evening and a great turning point in the process of seeing a new apparatus bay to completion. We are continuing to work on a construction schedule. Robert Callamore will be at the Tahuya Community Club this evening to give an update on progress.

OLD BUSINESS

Investigation: The Fire Chiefs Association continues to await the results of an investigation concerning issues with FD6 and the Fire Academy.

Emergency Management Campus: As the information campaign for the EMC goes into effect, there are 4,000 flyers that address specific communities in the RFA that will be distributed. Our RFA Newsletter has also gone out. Additionally, Chief Bakken continues answer questions and to make our case for the bond with individual citizens who have questions or concerns about the proposal. Shift firefighters will be going door-to-door on their off hours, wearing only insignia necessary to provide identification, as they help distribute information.

Tahuya Fire Station: The construction permit is in hand. We will continue to try to identify the construction schedule and relay it to those interested.

NEW BUSINESS

AFG Grant: Captain Carl Ehresman wrote an excellent regional grant that we have been awarded to receive much needed power gurneys and lift systems for our ambulances. Power gurneys assist with lifting patients safely into the aid units while saving firefighters from injuries that can occur with repeated heavy lifting. The grant includes FD#3 and FD#6 and is a very big advancement for all three districts.

EA Contract: Commissioners will review the contract for EA-Finance, HR and Records for next week's meeting. Commissioners can direct any questions to Chief Bakken before then.

Ambulance Billing: Former EA Nikki Madsen has agreed to work part-time for an indefinite period to process the reports. The BOC was asked to approve the hiring of Nikki Madsen part-time for ambulance billing.

Commissioner Kewish moved to approve the motion.
Commissioner Miller seconded the motion. Motion approved.

GOOD OF THE ORDER: We all congratulated Commissioner Kewish on the arrival of his daughter, Jessica Ann. Commissioner Kewish delivered his daughter as the midwife was five minutes late. Mother and daughter, and father, are doing beautifully!

Commissioner Quigley moved to adjourn. Meeting adjourned at 5:55pm

BOARD FOR VOLUNTEER FIREFIGHTERS

Present: Commissioner Quigley, Chief Bakken, AC Cooper, Volunteer Firefighter Tanner Zuber

An invoice for a volunteer firefighter physical was presented for review and approval.

AC Cooper moved to approve the invoice. Volunteer firefighter Zuber seconded the motion. The motion was approved.

With no further business the meeting was adjourned at 6:04 pm.

Authority Secretary



Commissioner Kelley McIntosh



Commissioner Bob Miller



Commissioner Brooke Quigley



Commissioner Daniel Kewish

Commissioner Paul Severson