



North Mason Regional Fire Authority (NMRFA)

Meeting Minutes

Via Telephone/Videoconference

3/9/2021

Present: Commissioners Kelley McIntosh, Brooke Quigley, Paul Severson, Dan Kewish, Bob Miller; Executive Assistant Wassenaar; Chief Bakken; Assistant Chief Cooper

Meeting held via telephone/videoconference in accordance with Governor Jay Inslee's proclamation 20-28.15

Absent: None

Guests: Ken VanBuskirk

Meeting was called to order at 5:04 p.m. and opened with the Pledge of Allegiance.

The meeting minutes from February 9 and February 16, 2021, were presented for approval.

Commissioner Quigley moved to approve the meeting minutes as presented. Commissioner Kewish seconded the motion. Motion carried.

Financial vouchers were presented for review. Commissioner Quigley asked about the payment to Peninsula Community Health Services (PCHS) for the QRT program. Chief Bakken explained that we reimburse PCHS monthly, however, all charges are covered through the grant. He further explained that the Authority will request reimbursement in full through the grant upon conclusion of the grant period.

A motion was made by Commissioner Miller to approve the payroll and expense vouchers under BIAS 210301016 to 210301090 in the amount of \$374,309.92. Commissioner Severson seconded the motion. Motion carried.

ADMINISTRATION

Tahuya Community Club Sign: Chief Bakken presented a photograph of the new reader board sign installed at the Tahuya Fire Station. He indicated the sign was purchased by the Tahuya Community Club (TCC); Eric Nelson and Kim Dodd were the leads on behalf of TCC for procuring the sign. Chief Bakken thanked Executive Assistant Renee Wassenaar, Assistant Chief Cooper, Outreach Coordinator Robert Collamore and CRT members for coordinating installation. He advised that the sign will be a great benefit for the Authority, due to its real-time messaging capabilities. He further explained that the majority of messaging will focus on fire prevention and general Authority information, but the sign can also be used for emergencies such as road closures, fires, landslides, etc. Chief Bakken indicated the Authority and TCC are meeting Friday via Zoom to establish ground rules and schedules for messaging.

COVID-19 Vaccination Clinics: Chief Bakken provided an update, indicating that Peninsula Community Health Services has increased the number of vaccinations per clinic from 600 to 1,000 individuals. He advised that the wait time has been roughly 45 minutes to one hour. Chief Bakken advised that the volunteers have been committed since the clinic began, and he will be working with Mason County Division of Emergency Management to seek formal recognition from the County Commissioners. He also explained that between the North Mason and South end vaccination clinics, roughly one-quarter of Mason County residents have received their initial dose of the vaccine. Additionally, as of today, there remain open appointments at the North Mason clinic. Commissioner Quigley advised that she received a request from a community member regarding who to send a thank you to for the clinic and volunteers. Chief Bakken requested it go to DEM who will be able to forward to all appropriate parties. He also advised that he will send Commissioner Quigley contact information for PCHS following tonight's Board meeting.

Mason County Opioid Stakeholder Group: Chief Bakken indicated that Congressman Derek Kilmer will be presenting at tomorrow's MCOSG meeting. Aubree Fudge, Senior Director for South Sound YMCA will also be in attendance, providing an update on the Shelton YMCA and programs offered. Commissioner McIntosh advised that the Washington State Supreme Court ruled that possession of a controlled substance is no longer a crime. She also explained that there has been no direction in regard to drug amount or age of the individual. This ruling has had a great impact on the courts – those with a pending charge will be dismissed and those in therapeutic court will be released from the program. Commissioner McIntosh stated that she is concerned about the message being provided to Washingtonians. Chief Bakken indicated that Mason County Sheriff Casey Salisbury will be joining the MCOSG group tomorrow and will likely address this topic.

Gene Cackette Passing: Chief Bakken advised that Sid and Gene Cackette were part of the original Dewatto CRT group. He explained that Gene passed away two weeks ago and confirmed that Assistant Chief Cooper sent a card and flowers to the family on behalf of the Authority.

Paramedic Hiring Process: Chief Bakken explained that the paramedic hiring assessment center took place today and included nine or ten candidates. He further explained that Chief's interviews will occur next week, with selection shortly thereafter. Chief advised that once paramedics have been selected, we will have to assess their skills on the fire side.

Shift Schedule Implementation: Chief Bakken advised that to implement the new schedule, the Authority will need to hire additional paramedics and promote Officers. The intention is to have the paramedics and new Officers in place and up to speed by June or July in anticipation of the move.

2020 State Audit: Chief Bakken advised that Executive Assistant Angie McCormick is currently preparing the 2020 report, which will be presented to the Board in April or May.

Suicide Response Procedure: Chief Bakken indicated that there has been a policy change in the Sheriff's Office regarding response for single suicide suspects with no one in the vicinity. He explained that historically law enforcement and fire have both been dispatched to such calls; due to the security threat, law enforcement goes in first and secures the scene, ensuring there are no weapons accessible. Once the scene is secure, then fire/EMS responders move in. Chief Bakken advised that during the Fire Chiefs' Association meeting yesterday, the Sheriff's Office notified the group that they are no longer responding to those calls. He also explained that he spoke with Chief Ryan Spurling earlier today, who indicated the policy was not yet in effect but would be shortly. Chief Bakken advised that he still needs to meet with Authority Officers to determine the response procedure for fire personnel moving forward. He stated that

Dr. Hoffman was in attendance at the Fire Chiefs' meeting and he directed each fire district to handle their response procedure separately. He also indicated further discussion needs to occur within the Mason County Fire Commissioners Association.

Mason County EMS and Trauma Council: Chief Bakken explained that the EMS Council oversees operations for all districts within Mason County. He indicated the council was previously a committee chartered by County Commissioners but was removed from that umbrella. Additionally, the current Council Chair is Authority Captain Carl Ehresman. Chief Bakken indicated that Tamara Hoffman has been responsible for building up the council but has resigned, as she is moving to the same position for Kitsap County. He explained that there is nothing for the Authority to do, but further discussion is needed with the Mason County Fire Commissioners Association.

OLD BUSINESS

Mason County Board of Commissioners: Chief Bakken stated that he will be providing an update on the new fire station to the Board of County Commissioners at the upcoming meeting scheduled for Monday, March 22, 2021, at 9:00 a.m. via Zoom and would like one or two Authority Commissioners to attend. Commissioners McIntosh and Severson volunteered to attend; Chief Bakken will send out the Zoom information for the meeting. Chief Bakken explained that following the presentation, he is hoping to start the conversation regarding next steps for the emergency management campus concept.

Administrative Employee Contracts: Chief Bakken reminded the Board of the memo sent last month requesting a review process for administrative employee contracts. He explained that administrative employee contracts are tied to the Union's collective bargaining agreement for cost-of-living adjustments (COLA); because the Union is waiving COLA for the next three years in lieu of the new schedule, there is no set COLA for administrative employees. If COLA is warranted, how does the Authority determine what is reasonable or agreeable. Commissioner Quigley asked if a subcommittee would be appropriate; Chief Bakken confirmed a subcommittee can review, but the entire Board will need to approve any contract modification. Commissioner McIntosh requested data on comparable COLAs for non-union fire employees; Chief Bakken will provide that information to the Board within the next couple of days.

Headquarters Station Update: Chief Bakken provided a brief update, explaining that building permits have moved from the clerical stage to the review phase. He shared a photograph of the sign that was recently put up on the property to notify the community that the new station is coming. He also indicated that the sign and an update were provided to the community via social media and feedback has been very positive.

Citizen's Advisory Committee (CAC) Update: Commissioner Quigley provided an update, thanking Assistant Chief Cooper for the Agenda. She advised that topics included the four grant submittals, Tahuya sign, North Mason COVID-19 vaccination clinic, four-platoon schedule, paramedic hiring and Station 21 update. She also indicated that the CAC will be moving to quarterly meetings, with the next meeting scheduled for April 12. Commissioner Miller volunteered to attend the April meeting, which will be held via Zoom.

NEW BUSINESS

COVID-19 Vaccination Clinic Volunteer Thank You: Chief Bakken shared the thank you letter from the Board of Commissioners, drafted by Commissioner Quigley. He explained that the Authority has

purchased frames and will provide each volunteer with a framed, personalized, signed copy of the letter. He further explained that we will host an in-person celebration when it is safe to do so. Commissioner McIntosh advised the letters are a great idea and appreciates the sentiment.

GOOD OF THE ORDER

Public Comment: Ken VanBuskirk stated that he has been to the North Mason COVID-19 vaccination clinic and would like to commend the Authority and CRT members. He explained that the clinics have been well organized and running smoothly.

With no further business Commissioner McIntosh moved to adjourn the meeting. Meeting adjourned at 6:13 p.m.

Authority Secretary Renee Wassenaar

Commissioner Kelley McIntosh

Commissioner Paul Severson

Commissioner Brooke Quigley

Commissioner Daniel Kewish

Commissioner Bob Miller