



**North Mason Regional Fire Authority
Meeting Minutes: 10/18/2022**

Members Present: Chief Beau Bakken, Asst Chief Scott Cooper, Zoom – Paul Severson, In Person – Dan Kewish, Bob Miller, Kelley McIntosh, Brooke Quigley – excused absence.

Meeting was called to order at 5:05 pm.

Pledge of Allegiance

Administration Report

Chief Bakken presented the 2023 draft RFA budget. Discussion regarding the budget included upcoming annual costs and looking at 3-5 year expenses for long term planning. Chief Bakken indicated it will be important to look at prioritization as part of the strategic and financial planning process. The initial priorities will be personnel costs via the CBA, buildings, and equipment needs. Chief Bakken noted the grant dollars included in the budget that are one-time monies and reflect an increase in costs.

The October Financial report was presented with no issues at this time. The fall 2023 tax payments should start soon with the due dates of 10/31/2022. There will be a budget discussion to determine the 2023 carryover from the 2022 budget. GEMT and DNR monies has exceeded anticipated budget line item. The board will want to consider an increase on the bond. The RFA advertised the bond rate at .32 but is currently collecting it at .18 cents. Of note, the interest rates have increased over the past year resulting in an increase in interest earnings on investments. September investment earnings was \$1600.

Chief Bakken informed the board that the RFA will be providing information for a replacement medic unit. Discussion will start now since the proposed delivery date would be approximately 435 days from order date. Additionally, the RFA will be able to use 2021 pricing based upon the use of the ILA with Camano Island. Camano Island was able to secure a low bid with similar specification needs to that of the RFA with Braun NW.

Commissioner Kewish moved that the RFA enter into the ILA with Camano Island to start the order process of a medic unit. Commissioner Miller seconded the motion. Motion carried.

Commissioner Miller asked about training line item and which captain was responsible for the line item. He also asked about what the expenses consisted of (mandatory training, books, live fire training, etc). Commissioner Miller indicated that he wanted to review all the training records for the captains, chief, and assistant fire chief. He stated that after he conducted an “audit” he wanted to return to the board with a recommendation. This launched a discussion with the board and administrative staff regarding the appropriateness of this endeavor along with the lack of support staff available at this time. The RFA currently has audit systems in place externally and internally for training requirements. The RFA recently completed the WSRB and the State completed a training audit. This process took approximately 2 weeks. After input from the board members present, it was determined this process was not a priority and would need to be discussed at a later time.

Commissioner Miller also stated that he would like to have his name searched via the emails and messages in the RFA system. He is concerned about his name and context of use with recent personnel issue and email/messaging system. Chief Bakken stated this will be completed on his behalf.

Meeting adjourned at 5:55 pm

**North Mason Board of Volunteer Firefighter Meeting
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Present: FF Ridge Ellow, Commissioner Kelley McIntosh, Asst Chief Scott Cooper.

Meeting called to order at 5:57 pm

An invoice for four (4) physicals was presented for review and payment.

FF Ellow moved that the physicals be paid as presented; A/C Scott Cooper seconded motion. Motion carried.

Meeting adjourned 6:00 pm

Authority Interim Secretary Beau Bakken

Commissioner Paul Severson

Commissioner Bob Miller

Commissioner Kelley McIntosh

Commissioner Brooke Quigley

Commissioner Dan Kewish