



# North Mason Fire

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## NORTH MASON REGIONAL FIRE AUTHORITY Regular Meeting Minutes: 10/10/2023

**Present:** Commissioners Paul Severson, John Inch, Dan Kewish, Bob Miller, and Kelley McIntosh  
Chief Bakken, Chief Cooper and Executive Assistant Katie Musgrave

**Absent:** None

**Guests:** Via Zoom Conferencing: Advisory Member Brooke Quigley

Meeting was called to order at 5:00 pm with the Pledge of Allegiance.

**Commissioner Miller moved to approve the meeting minutes as presented. Commissioner Inch seconded the motion. Motion carried.**

### FINANCIALS

Financial vouchers were presented and reviewed.

**Commissioner McIntosh moved to approve Voucher Numbers 231001001 to 231001093 in the amount of 407,946.96. Commissioner Kewish seconded the motion. Motion carried.**

### ADMINISTRATIVE REPORT

**BabyBox & Glacier West Partnership:** Chief Bakken shared that the BabyBox project is progressing, and key developments have emerged with Glacier West Storage expressing interest in partnering with the Authority and has pledged \$5,000 in support of the project. The Community Foundation of South Puget Sound is hosting the Give Local event, which provides an additional opportunity to secure funding for the BabyBox project. The estimated cost for the BabyBox and its installation is approximately \$18,000. Chief Bakken expressed his gratitude to Tavia Henry for initiating the project and to Capt. Cloud and Katie Musgrave for their continued support.

**Community Foundation of South Puget Sound Grant Award:** Chief Bakken announced that the Authority has been awarded a grant of \$3,000 from the Community Foundation of South Puget Sound. This grant was applied for several months ago and is intended to support the acquisition of furnishings and household equipment at Station 23 at Trails End.

**WA Child Passenger Safety Grant:** The Authority has been awarded \$6,770 from the USDOT National Highway Traffic Safety Administration to provide a Washington Child Passenger Safety Class at Station 21 in early 2024.

**MIHP Expansion:** Chief Bakken has met with several of the Mason County Fire Chiefs regarding our MIHP and the impact it is making. South Mason Fire is eager to launch a MIHP in their district. Chief Bakken presented to Hospital District 1 regarding the program and the Hospital Districts support.

**Old Station 21 Update:** Chief Bakken shared that the interior demo work is underway at Old Station 21. We can expect to see our new tenants moving in soon.

**WA Fire Chiefs Admin Support Conference:** Administrative staff Angie McCormick, Katie Musgrave, and Patty Stone attended the WA Fire Chiefs Admin Support Conference in Leavenworth. Katie shared about a few of the sessions that included state audit, disaster preparedness, social media, and the Resource Access Team from the Lacy Fire Dist 3. Katie expressed her gratitude for the opportunity to attend the event with the administrative team.

## **NEW BUSINESS**

**Psych ARNP Update:** Chief Bakken shared that Kristi Eilers, Psych-ARNP, is joining the Authority starting next week. Her work focuses on mental health and wellness. She will be available on Monday's, Wednesday's and Thursday's. Her position is primarily funded by the Treatment Sales Tax Fund. The position is contracted for one year with the hopes of expanding in the future.

**WA State Audit Exit Conference:** Chief Bakken stated that at the next commissioners meeting, the audit report will be reviewed.

## **OLD BUSINESS**

**Public Comment:** None

## **GOOD OF THE ORDER:**

Commissioner Severson suggested looking into the cost of having our own fuel tanks on-site. He stated this could be provide a cost savings to the Authority.

Commissioner McIntosh noted that the MCFCA is holding a combined meeting on November 2nd at 6 pm at the Public Works Building.

Chief Cooper shared the next CAC meeting will be held in January. He provided a brief recap of the October 9th meeting that included updates on the MIHP, Station 81 renovation, and Fire Academy that being held at NMRFA Station 21. Chief Cooper noted that the Smoke Alarm campaign is going well. The event held at McLendon's Hardware was a great success with over 200 smoke alarms provided to community members.

Chief Cooper provided an update on the Station 21 renovation. The drawings have been drafted and next the project will go out to bid.

**With no further business, Commissioner McIntosh moved to adjourn the meeting. Commissioner Kewish seconded the motion. The meeting was adjourned at 5:57 pm.**

#### **BOARD OF VOLUNTEER FIREFIGHTERS**

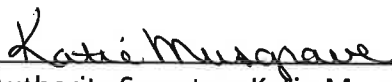
**Present:** Commissioner Severson, Assistant Chief Cooper, Executive Assistant Musgrave, and Volunteer Kellen Leavell

Meeting was called to order at 5:59 pm.

One invoice voucher was presented for a Volunteer Firefighter physical, FF Hart. Invoice amount was \$100.

**Assistant Chief Cooper moved to approve the invoices. Volunteer Firefighter Leavell seconded the motion. The motion carried.**

**With no further business Commissioner Severson adjourned the meeting at 6:00 pm.**

  
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Authority Secretary Katie Musgrave

  
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Commissioner Paul Severson

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Commissioner Bob Miller




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Commissioner Kelley McIntosh



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Commissioner Dan Kewish



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Commissioner John Inch