



North Mason Fire

NORTH MASON REGIONAL FIRE AUTHORITY Regular Meeting Minutes: 09/12/2023

Present: Commissioners Paul Severson, Dan Kewish, and Kelley McIntosh
Chief Cooper and Executive Assistant Katie Musgrave

Absent: Commissioner Bob Miller

Guests: Via Zoom Conferencing: Chief Bakken, Commissioners John Inch and Advisory Member Brooke Quigley

Meeting was called to order at 4:58 pm with the Pledge of Allegiance.

Commissioner McIntosh moved to approve the meeting minutes as presented. Commissioner Severson seconded the motion. Motion carried.

FINANCIALS

Financial vouchers were presented and reviewed.

Commissioner McIntosh moved to approve Voucher Numbers 230901001 to 230901089 in the amount of 433,734.75. Commissioner Severson seconded the motion. Motion carried.

ADMINISTRATIVE REPORT

Washington State Audit: Chief Bakken reported we are deep into our Washington State audit. The process has changed with year with all documentation being submitted through an online portal. The Authority is not required to complete a single audit this year. That audit is required when a department spends more than \$750,000 of federally funded grant dollars in one fiscal year. We do expect to have a single audit conducted next year.

End of Summer BBQ: Chief Bakken shared that the Authority is hosting our End of Summer BBQ for staff on September 30th. A "Save the Date" is coming out soon.

Station 21 Lease: Chief Bakken updated that Mason County is in motion. Old Station 21 will house the Sherrif Office and Dept of Emergency Management. The Authority needs to remove the large sign that is on the front of the building. Chief Cooper is working to have the sign relocated to Station 23.

Overdose Awareness Walk: Chief Bakken acknowledged Emergency Prevention Specialist, Abe Gardner for his outstanding work in organizing the resource fair and walk.

Mason County Opioid Stakeholders Group: Chief Bakken shared the quarterly meeting is being held tomorrow, September 13th at Squaxin Island Community Kitchen at 9 am. Representative Dan Griffey will be presenting.

BabyBox Proposal: Chief Bakken applauded Paramedic Tavia Henry for bringing the BabyBox program forward last month. The BabyBox is a critical resource for parents of newborns to safely and anonymously surrender an infant. He shared that we have identified several grant resources that can support the project, including one local corporate partner. The BabyBox is projected to cost \$18,000 for the equipment and installation.

NEW BUSINESS

Administrative Contract Review: Commissioner Severson provided a summary of the Special Meeting held on September 9th. He conveyed that the Board of Commissioners has proposed a base wage increase for Chief Bakken and Chief Cooper, which is in alignment with the budget. Commissioner Severson also emphasized the need to address the wage compression issue between top-step officers and Fire Chiefs, recognizing its significance.

Commissioner Severson presented a MOU for review and called for a motion to. Commissioner McIntosh moved to approve. Commissioner Kewish seconded the motion. Motion carried.

EMS Billing Policy: Chief Bakken presented the revised EMS Billing Policy. The current billing policy is outdated and did not reflect the process for billing in the ESO application.

Commissioner McIntosh moved to approve. Commissioner Kewish seconded the motion. Motion carried.

OLD BUSINESS

Psych ARNP Programming: Chief Bakken mentioned that Mason County is collaborating on a comparable program with the Mason County Sheriff's Office. Recognizing the limitations in independently establishing a new Psych ARNP program, Chief Bakken has requested funding from the County to assist in establishing and overseeing the Psych ARNP program under the Authority's guidance. Funding from Treatment Sales Tax has been identified to sustain the program for one year, with additional commitment from Virginia Mason Franciscan Health to support the program. We expect to learn more about the funding opportunity after next week's County Commissioners Briefing.

IAFF CBA Review & Signing: Chief Bakken stated the contract has been drafted and is ready for consideration.

South Shore Staffing: Staffing MOUs are in draft, and we expect staffing at Station 23 in January 2024.

Public Comment: None

GOOD OF THE ORDER:

With no further business, Commissioner McIntosh moved to adjourn the meeting. Commissioner Severson seconded the motion. The meeting was adjourned at 5:47 pm.

BOARD OF VOLUNTEER FIREFIGHTERS


Present: Commissioner Severson, Assistant Chief Cooper, Executive Assistant Musgrave, and Volunteer Caden North

Meeting was called to order at 5:49 pm.

Two invoice vouchers were presented for Volunteer Firefighter physicals, FF Brunson and FF Sullivan. Invoice amount was \$200.

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

With no further business Commissioner Severson adjourned the meeting at 5:50 pm.

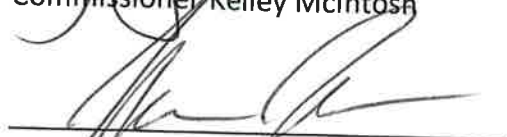

Authority Secretary Katie Musgrave


Commissioner Paul Severson


Commissioner Bob Miller


Commissioner Kelley McIntosh


Commissioner Dan Kewish


Commissioner John Inch