



North Mason Fire

NORTH MASON REGIONAL FIRE AUTHORITY Regular Meeting Minutes: 11/14/2023

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

Absent: None

Guests: Via Zoom Conferencing: Chief Bakken, Commissioner Miller, and Advisory Member Brooke Quigley

Meeting was called to order at 5:00 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 231102001 to 231102102 in the amount of \$466,921.93. Commissioner Kewish seconded the motion. Motion carried.

ADMINISTRATIVE REPORT

GEMT Audit Completion: Chief Bakken shared the GEMT audit has been completed. Executive Assistant, Angie McCormick and Captain Ehresman worked over the course of the past two months to complete the audit.

Newsletter Release: Chief Bakken announced the annual newsletter has been completed and will be hitting mailboxes soon. Abe Gardner and Katie Musgrave took the lead on the project. The publication highlights about a dozen topics including MIHP, firefighter promotions, and the Santa schedule.

Give Local Event: Katie shared that the Give Local event is in full swing. Community members can make donations through the campaign that is hosted by the Community Foundation of South Puget Sound. Funds donated will support the Neighborhoods Helping Neighborhoods program.

Annual Authority Awards and Recognition Dinner: Chief Bakken shared the date for the 2024 Annual Dinner. A Save the Date email went out, marking the date for Feb 3, 2024. The event has a theme and is gearing up to be a fun event. The event will be held at the Alderbrook Resort, and we have a block of rooms reserved for the event.

MACECOM: Chief Bakken announced there are big changes coming to MACECOM. Longtime MACECOM Director, Michael Evans, will be stepping down from the position. Commissioner McIntosh shared that Michael has given a six month notice and there will be external recruiting for the position.

Chaplin Shirbush Retirement: Chief Bakken expressed his gratitude for the many years of dedicated service Chaplin Shirbush has provided to our North Mason community. He will be available in a reserve capacity going forward. Please join us in celebrating him in early December. More information to come.

IAFC Conference: Chief Bakken attended the conference in early November. He shared two takeaways from the event. The first was the NMRFA was the most progressive department represented at the event. And the second was recruiting career personnel is a significant challenge in the East Coast and across the Nation. There was a big emphasis on recruitment throughout the conference.

NEW BUSINESS

2024 Budget Adoption: Chief Bakken explained that the 2024 is drafted, however, he has not received the necessary documentation from Mason County to confirm the drafted budget is accurate. As soon as the documentation has been received, we will be ready to move forward. The Public Budget Hearing is scheduled for Nov 21st at 5 pm.

OLD BUSINESS

Old Station 21 County Remodel: Chief Cooper noted that Mason County is moving quickly to remodel old Station 21 for the December 1st move in date.

Fuel Supply Inquiry: Chief Cooper has been pricing out costs to bring in our own fuel supply. He is waiting for quotes from permitting, engineering, and installation. He has requested comps from fuel vendors. Materials and supplies for the fuel storage is approximately \$21,000.

Public Comment: None

GOOD OF THE ORDER:

Commissioner McIntosh shared she is leading her last WFCR Region 9 meeting in December. Dave Ellingson is moving into the position.

Commissioner McIntosh noted the Mason County Joint Commissioners meeting will be held on January 4th at 6 pm at the Island Lake Station. She is hoping Executive Assistant Katie Musgrave will be available to talk about grants with the group.

Chief Bakken stated that new hydrants are being installed and will be metered. This will allow for insurance discounts to community members near the hydrants.

Advisory Member Brooke Quigley commented on the recruiting challenges that fire departments are faced with. With a remote workforce and the private sector increasing their pay and offering competitive benefits is contributing to these challenges.

With no further business, Commissioner McIntosh moved to adjourn the meeting. Commissioner Miller seconded the motion. The meeting was adjourned at 5:41 pm.

CLOSED SESSION RCW 42.30.140 (4)(a)

Closed Session called to order at 5:42 pm for the sole purpose of discussing collective bargaining and labor contract discussions. It was announced that no formal action was to be taken during or after the closed session.

Closed session adjourned with no action taken at 5:53 pm.

BOARD OF VOLUNTEER FIREFIGHTERS

Present: Commissioner Severson, Assistant Chief Cooper, Executive Assistant Musgrave, and Volunteer Ridge Pellow.

Meeting was called to order at 6:00 pm.

One invoice voucher was presented for a Volunteer Firefighter physical, FF Leavell. Invoice amount was \$100. An accident report for FF Gatlin was presented for approval.

Assistant Chief Cooper moved to approve the invoice and accident report. Volunteer Firefighter Pellow seconded the motion. The motion carried.

With no further business Commissioner Severson adjourned the meeting at 6:02 pm.


Authority Secretary Katie Musgrave


Commissioner Paul Severson

Commissioner Bob Miller


Commissioner Kelley McIntosh


Commissioner Dan Kewish

Commissioner John Inch