



North Mason Fire

NORTH MASON REGIONAL FIRE AUTHORITY Regular Meeting Minutes: 1/14/2025

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

Absent: None

Guests: Brooke Quigley via Zoom

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

Meeting minutes from December 2024 meetings presented and reviewed.

Commissioner Inch moved to approve meeting minutes; Commissioner Kewish seconded motion. Motion carried.

FINANCIALS

Financial vouchers were presented and reviewed. Chief Bakken noted expenses for the MIHP Suburban that will be for the expanded team and the Springbrook annual fee.

Commissioner McIntosh moved to approve Voucher Numbers 2510101001 to 2510101082 in the amount of \$554,520.49. Commissioner Miller seconded the motion. Motion carried.

ADMINISTRATIVE REPORT

Carl Bryant (Tahuya COC) Introduction – Carl Bryant attended the meeting to introduce himself to the Commissioners. He has been working weekends at Station 81 and will transition to a full-time schedule in February, working Monday through Friday.

Regarding the Tahuya community, PCHS will be bringing their Mobile Medical Van to Station 81, where it will be stationed to serve local residents. Chief Bakken noted their schedule is not published just yet.

End of the Year Budget Summary – Chief Bakken presented the year-end budget summary, reporting that revenues exceeded the budget forecast by 22%. The revenue sources included grant funds, receivables, tax revenues, which were collected at 100%, Timber Tax dollars, GEMT, and ambulance revenues. He commended Captain Ehresman for successfully transitioning NMRFA to a new ambulance billing company, resulting in a more efficient billing process.

Chief Bakken noted that expenses reached 105% of the budget but clarified that reimbursable items, accounting for 8.6%, are not yet reflected. Additionally, he highlighted that the contingency balance included \$313,000 in carry-over funds, on top of the standard transferred amount.

Los Angeles Wildfire Response – Chief Bakken reported that Firefighter/Paramedic Kyle Severance deployed with a Mason County Strike Team to assist with the Los Angeles fires. The team is working 34-hour shifts, focusing on structure protection.

2025 Authority Dinner – Chief Bakken reminded the Commissioners about the upcoming NMRFA Annual Dinner on February 8 at the Alderbrook Resort & Spa. This year's event will feature a fun western theme that promises to be memorable.

Spring Community Pancake Breakfasts and Fundraisers (March 29th, April 26th) - Chief Bakken announced that two pancake breakfast events will be hosted this year — one at Station 21 and another at Station 81. He highlighted these as excellent opportunities to connect with the community.

Celebration of Life Gary Shirbish - Chief Bakken reminded everyone of Gary Shirbish's celebration of life, scheduled for Saturday, January 18th, at 11:30 a.m.

Life Scan Wellness Physicals – Chief Bakken recognized Captain Cloud for coordinating the Life Scan Wellness Program, which offers a comprehensive physical examination beyond the standard annual wellness exam. Widely used by many fire departments, the program will conduct on-site physicals for personnel.

OLD BUSINESS

Solar Grant Contract Approval (SAO Advice) - Chief Bakken provided an update to the Commissioners on the status of the Solar Grant. The NMRFA consulted with the State Auditor's Office (SAO) regarding anticipated changes due to a discrepancy between the assumed and actual service voltage. The SAO confirmed that this does not constitute a change in the scope of work, and there should be no issues with the change order needed to proceed with utilizing the actual service voltage. Chief Bakken requested that the Commissioners approve the bid as presented

and be prepared to accept a change order accommodating the existing service voltage when it is formally submitted.

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

CAC and Community Connection - Chief Bakken noted that the Citizen's Advisory Committee (CAC) was established in 2007 to provide community members a platform to voice concerns during a time of transition. For many years, the CAC meetings were well-attended and played a key role in supporting levies and other projects. However, attendance has steadily declined in recent years.

With additional communication channels now available, including Friday Updates, social media, the website, and Zoom access to Commissioners' meetings, Chief Bakken announced that the CAC meetings are indefinitely suspended. He emphasized that the committee could be reinstated if the need arises in the future.

Community member Brooke Quigley expressed gratitude for the time and effort dedicated to the CAC over the years.

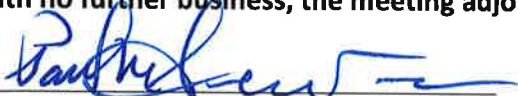
Public Comment: None

Executive Session


An executive session to discuss a personnel matter was held at 5:50 pm and scheduled for 5 minutes. The board closed the session at 5:52 pm.

GOOD OF THE ORDER: None

With no further business, the meeting adjourned at 5:53 pm.



Commissioner Paul Severson



Commissioner John Inch



Commissioner Kelley McIntosh

Commissioner Bob Miller



Commissioner Dan Kewish



Authority Secretary Katie Musgrave