



# North Mason Fire

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## NORTH MASON REGIONAL FIRE AUTHORITY Regular Meeting Minutes: 12/09/2025

**Present:** Commissioners Kelley McIntosh, Paul Severson and John Inch  
Chief Bakken, Assistant Chief Cooper and Executive Assistant Musgrave

**Zoom:** Commissioner Miller

**Absent:** Commissioner Dan Kewish

**Guests:** None

Meeting was called to order at 4:03 pm with the Pledge of Allegiance.

Meeting minutes from November 2025 were presented and reviewed. **Commissioner McIntosh moved to approve meeting minutes; Commissioner Inch seconded the motion. Motion carried.**

### FINANCIALS

Financial vouchers were presented and reviewed by the Board. Chief Bakken noted the large payment to JH Kelly, LLC as this is the final payment for the solar project.

**Commissioner McIntosh moved to approve Voucher Numbers 251201001 to 251201094 for \$855,847.10. Commissioner Inch seconded the motion. Motion carried.**

### ADMINISTRATIVE REPORT

**Fire Engine Pump Testing:** Chief Cooper reported that nine fire engines and one tender were unable to be transported to U.S. Fire for scheduled pump testing. As an alternative, U.S. Fire conducted on-site testing at the department. Three apparatus require re-testing, which is expected to be completed by the end of the year. Overall, the fleet remains in good operational condition.

**WA State Audit Update:** Commissioner McIntosh participated in the introductory audit conference alongside Executive Administrative Assistant McCormick and Chief Bakken. The Washington State audit, covering a one-year period, included a review of payroll and shift trades. The audit has progressed efficiently and is nearing completion. No issues have been identified to date.

**2026 Union Elections:** Chief Bakken reported that the 2026 union elections have concluded. The newly elected union officers are as follows: Ryan Cleveland, President; Ryan Cloud, Vice President; Travis Wilson, Secretary; and Tavia Henry, Treasurer.

**2025 Santa Runs: Commissioner Inch and Firefighter Bryant** reported they are coordinating the installation of holiday lighting on Engine 24 in preparation for the 2025 Santa Runs, which are scheduled to begin the week of the 15th.

**Station 81 Lighting: Chief Cooper** reported that lighting has been installed at Station 81 and placed on a timer. The improvement has created a safe walking path for community club members.

**Solar Project Update:** Chief Bakken reported that the solar system at Station 21 is fully operational. The system is a four-point configuration integrating power from the PUD, solar panels, battery backup, and generator, all functioning together as designed. A ribbon-cutting ceremony is scheduled for December 22.

**RDD Fire Academy Graduation:** Chief Bakken reported that the RDD Fire Academy graduation is taking place this evening, with six NMRFA students graduating. This academy was the largest in RDD Fire Academy history, with a total of 40 students. Due to the size of the class, no pinning ceremony will be conducted at the event; pinning will instead take place internally.

**Peer Counselor Hiring Process:** Chief Bakken reported that six interviews have been completed as part of the peer counselor hiring process. Two final interviews are scheduled to be completed next week.

**Policy Update Work:** Chief Bakken reported ongoing work with the union regarding updates to disciplinary policies and the drug policy.

**NERIS Transition:** Chief Bakken reported that beginning at the end of the year, ESO NERIS reporting will be implemented.

**WCIF Health Insurance Premium Increases:** Chief Bakken reported that WCIF health insurance premiums are projected to increase by approximately 15% for 2026. He noted that this represents the most favorable rate available at this time.

## **NEW BUSINESS**

**2026 Board Elections Nominations:** Vote in January 2026

**2026 Labor Negotiations Request:** The Chief reported that a formal letter has been submitted by the union requesting to begin labor negotiations in January 2026.

**2026 EMS Levy Renewal Workshop Requests:** Chief Bakken requested that a workshop be scheduled to begin planning for the 2026 EMS levy renewal. He will coordinate and place a date on the calendar to initiate this process.

**OLD BUSINESS**

**Authority Dinner:** February 7<sup>th</sup> at Alderbrook. Please RSVP

**SPAAMFAA:** Commissioner Severson noted the SPAAMFAA will be in attendance at the March 28<sup>th</sup> event.

**PUBLIC COMMENT:** None

**GOOD OF THE ORDER:** None

**Commissioner McIntosh moved to adjourn the meeting. With no further business, the meeting adjourned at 4:36 pm.**

**Board of Volunteer Firefighters**

Meeting was called to order at 4:37 pm.

**Present: Commissioner Severson, Assistant Chief Cooper, Executive Assistant Musgrave, and Volunteer Firefighter Bryan Hart.**

**One invoice was presented for review and approval: Volunteer firefighter physical totaling \$100.00.**

**Assistant Chief Cooper moved to approve and pay the invoice. Volunteer Firefighter Hart seconded the motion. Motion carried.**

**With no further business, the meeting adjourned at 4:38 pm.**


  
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Commissioner Paul Severson

  
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Commissioner John Inch

  
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Commissioner Kelley McIntosh

  
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Commissioner Bob Miller

  
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Commissioner Dan Kewish

  
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Authority Secretary Katie Musgrave