



North Mason Regional Fire Authority (NMRFA)

Meeting Minutes

Via Telephone/Videoconference

10/13/2020

Present: Commissioners Kelley McIntosh, Brooke Quigley, Paul Severson, Dan Kewish; Executive Assistant Wassenaar; Chief Bakken; Assistant Chief Cooper

Meeting held via telephone/videoconference in accordance with Governor Jay Inslee's proclamation 20-28 issued on March 24, 2020

Absent: Commissioner Bob Miller

Guests: None

Meeting was called to order at 5:09 p.m. and opened with the Pledge of Allegiance.

The meeting minutes from September 8 and September 15, 2020, were presented for approval.

Commissioner Severson moved to approve the meeting minutes with single amendment. Commissioner Quigley seconded the motion. Motion approved.

Financial vouchers were presented for review.

A motion was made by Commissioner Severson to approve the expense and payroll vouchers under BIAS 201001001 to 201001094 in the amount of \$592,727.75. Commissioner Kewish seconded the motion. Motion carried.

ADMINISTRATION

COVID-19 Update: Have seen an increase in cases state-wide. Within Mason County, recently had a significant outbreak at Fir Lane in Shelton. Mason County remains in Phase 3, Kitsap County in Phase 2. Many school districts are attempting to return to in-person learning to some capacity. North Mason will be holding in-person para-education/online learning for special needs students and students with limited access to internet. Continue to have limited access to testing in both Mason and Kitsap Counties (currently testing symptomatic patients only). Chief Bakken indicated local health department discussing expanding testing capabilities.

Washington State Fire Academy COVID-19 Update: Total of four students tested positive and academy cancelled. NMRFA had two students at the academy; upon notification of positives, the Authority immediately pulled both students from the academy, had them self-quarantine and get tested (prior to

returning home). Both students were tested again a week later as follow-up. Both students tested negative and are beyond the quarantine period.

Blood Drive: Filled all appointments for the September 25-26 Blood Drive. The HUB and Bloodworks NW have scheduled another drive for November.

Fire Prevention Week Educational Videos: Emergency Prevention Specialist Lacey Newman created 5 educational videos to celebrate Fire Prevention Week. One video shared to social media per day; all videos are available on our website.

Bond Repayment: When we initially requested the bond approval, we were seeking collection at \$.31; due to historical interest rates we will only be collecting at \$.25 or \$.26 which is great for our community members.

Community Development: Overton and Associates is a land developer preparing land behind McDonald's in Belfair to sell to a home builder/construction firm. The County is requiring two access points due to location and size. The secondary access identified by the developer does not meet the code requirements; County requiring sprinkler systems in all homes in lieu of secondary access. Developer currently pushing back on the County Commissioners; requesting to re-adopt International Fire Code which would recognize the secondary access and negate the sprinkler requirement. Chief Bakken monitoring closely; this may set a precedent for any future development in Mason County.

OLD BUSINESS

Headquarters Station Update: Design continues to move along. Chief Bakken and Authority project team has had discussions with the architect Architects West, general contractor TRICO and owner representative Hill International regarding the progress of the project, as it seems we have strayed from the progressive design build process and have ongoing concerns regarding the status of the budget. Chief Bakken feels the meetings were successful in getting everyone back on the same page; meeting with all parties collectively tomorrow.

Strategic Planning Steering Committee Update: Chief Bakken gave a brief update; crews have provided feedback and the Authority will be working with CRT, volunteers and the community in the coming months. The input received from the crews has been given to the Steering Committee for review to identify overall themes.

NEW BUSINESS

Administrative Contract Review: All administrative contracts have been sent to the Board for review. Chief Bakken provided and discussed his recommendations for consideration. Board approved request for Chief Bakken to draft formal MOU of recommendations for next meeting.

CLOSED SESSION RCW 42.30.140 (Collective Bargaining Agreement Discussion) from 6:34 p.m. to 6:39 p.m.

EXECUTIVE SESSION RCW 42.30.110(g) personnel matter; started at 6:39 p.m.; 20 minutes

GOOD OF THE ORDER

Public Comment: None

With no further business Commissioner McIntosh adjourned the meeting at 7:13 p.m.

Authority Secretary Renee Wassenaar

Commissioner Kelley McIntosh

Commissioner Brooke Quigley

Commissioner Bob Miller

Commissioner Daniel Kewish

Commissioner Paul Severson