



North Mason Regional Fire Authority (NMRFA)

Meeting Minutes

Via Telephone/Videoconference

4/13/2021

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

Meeting held via telephone/videoconference in accordance with Governor Jay Inslee's proclamation 20-28.15

Absent: None

Guests: Ken VanBuskirk

Meeting was called to order at 5:04 p.m. and opened with the Pledge of Allegiance.

The meeting minutes from March 9 and March 16, 2021, were presented for approval.

Commissioner Quigley moved to approve the meeting minutes as presented. Commissioner Kewish seconded the motion. Motion carried.

Financial vouchers were presented for review. Commissioner Quigley questioned the amount, asking if over \$400,000 would be the new normal. Chief Bakken explained that the average is still roughly \$330,000 per month and identified specific items that inflated the cost this month: \$22,426.29 for ambulance repairs which have already been reimbursed by the insurance company; roughly \$8,000 for transmission repair on the Pierce Contender engine; roughly \$8,000 for the communications system ordered for previously approved command unit.

A motion was made by Commissioner Miller to approve the payroll and expense vouchers under BIAS 210401001 to 210401096 in the amount of \$401,256.69 and expense vouchers 210402001 to 210402003 in the amount of \$195,892.96. Commissioner McIntosh seconded the motion. Motion carried.

ADMINISTRATION

Tahuya Community Club Sign: Chief Bakken provided an update, stating that Commissioner Miller's wife worked extensively on the sign project as the new TCC President. He explained that the TCC Board held a special meeting to discuss the sign and ultimately made the decision to gift the sign and any associated installation costs to the Fire Authority in full. Chief Bakken inquired if the NMRFA Board would like to send a thank you letter to the TCC Board. Commissioner Quigley volunteered to assist Chief Bakken with a thank you letter.

A-Shift and C-Shift Emergency Response: With approval from the individuals, Chief Bakken advised that over the past month, two patients have stopped by to thank the crews for the efforts taken to save their lives.

C Shift: A Maggie Lake woman experiencing chest pain was transported to Harrison Hospital. Upon arrival at the emergency room, the patient went into full cardiac arrest and her heart stopped. Lieutenant Jess Fulkerson immediately began CPR and shocked the patient with a defibrillator, regaining her heart function. The patient was then transferred to the catheterization lab for stent placement and was released from the hospital just a couple of couple days later. The patient and her husband came down to the station a couple weeks ago to thank the crews.

A Shift: A gentleman was working on a motor home that was elevated on jack stands. The stands failed while he was underneath the motor home, and the entire weight of the RV landed on his chest resulting in a crush injury. The man had multiple broken ribs, clavicles and lung punctures and was in the hospital for a couple of weeks. He came to the station and thanked the crews, still recovering from the broken bones.

Wildfire Community Preparedness Day: Chief Bakken stated that Wildfire Community Preparedness Day is May 1, and Emergency Prevention Specialist Lacey Newman is currently working on material to share with the community. He explained that the goal is to educate the community in advance of wildfire season on burn ban status, defensible space, burn regulations, keeping water available, etc. Chief Bakken also advised that we have been preparing at the Authority for several weeks.

Volunteer Appreciation Week: Chief Bakken indicated that April 18-24 is Volunteer Appreciation Week and we will be having large celebration events throughout the week.

COVID-19 Vaccination Clinics: Chief Bakken provided an update, advising that the clinics continue to go well. He explained that Washington State is currently opening all tiers for eligibility for the vaccine. He also stated that participation at the clinics has been dwindling over the last two clinics, and he believes the mass vaccination clinics will likely be discontinued in May or June. Chief Bakken further explained that the decision to close the clinics is the responsibility of Mason County Area Command and when the clinics close, the vaccine will continue to be available through personal provider clinics and pharmacies.

Paramedic Hiring Announcement: Chief Bakken advised that two paramedics have been hired; Travis Wilson and Danielle Stumpf. He stated that both new hires will start at the beginning of May, and Travis will be attending to the Fire Academy in North Bend effective May 6.

2021 Safety Days: Chief Bakken provided an update, stating that Safety Days has been confirmed for 2021. He clarified that this year the program will be scaled down; rather than multi-agency participation, only the Fire Authority will be contributing with a total of five stations. Emergency Prevention Specialist Newman is currently creating the program which will be held at the end of May and beginning of June.

OLD BUSINESS

Property Line Dispute: Chief Bakken stated that the property owner behind 490 Old Belfair Highway disagrees with the property line identified via stakes placed by TRICO following the recent property survey for the new headquarters fire station. He explained that the stakes currently sit on the other side of the property owner's existing fence, and the owner has indicated that he had an agreement with the Authority

that he would absorb that property, should anything happen. Chief Bakken advised neither party has been able to locate any records or meeting minutes documenting the agreement and the owner does not remember the name of with whom he had the agreement. Chief Bakken further explained that prior to adjusting the property line or replacing any fencing, the boundaries of the future storm water retention pond need to be formally identified.

Strategic Planning Steering Committee Update: Chief Bakken stated that the Steering Committee is meeting again this upcoming Thursday. He advised that we are hoping to have a completed draft to present to the Board in May.

Headquarters Station Project Update: Chief Bakken advised that there has been some activity on-site including mobilization of equipment, access road development and fencing removal. He further explained that general contractor TRICO has completed as much on-site work as they can without a grading permit. Per the County, the grading permit should be approved any day and the building permit is shortly behind.

Headquarters Station Energy Efficiency Discussion: Chief Bakken provided an update, stating that the new headquarters facility is engineered for future solar panel installation. Commissioner Quigley asked for additional information concerning additional energy efficiencies of the building including insulation, water fixtures and lighting. Chief Bakken advised that the building will have a cement slab foundation to prevent drafts from underneath, will be fully insulated internally and wrapped externally and include energy efficient windows. He further explained that the new HVAC system will have the greatest impact on efficiency; the current facility has just two warming/cooling zones, while the new facility will have 19.

Commissioner Presence with Union Body: Commissioner Severson stated that he attended a recent Union meeting to show full Board support. He explained that they discussed the Retention Committee and encouraged participation by the Union body. He also stated that he would like Commissioner attendance every six months for 10-15 minutes to show continued support, reiterating that they will not interfere with the Chain of Command. Commissioner Severson also presented the option to the Board of hosting an anonymous employment survey once or twice per year. Commissioner McIntosh asked for clarification on the purpose and what would be asked in the survey. Commissioner Severson stated that the survey would be more of a climate check and to provide a tool for employees who feel they have no other avenue. He also clarified that the Board would need to select the questions or hire an external party to do so. Commissioner Quigley asked to review samples from other organizations and fire departments and discuss further as a Board.

NEW BUSINESS

Station 27 HVAC System: Chief Bakken advised that replacement of the HVAC system for Station 27 was previously approved by the Board and budgeted in the Capital fund for this year. The request tonight is for approval by the Board to go to bid to replace the HVAC system.

A motion was made by Commissioner Severson to approve the request to go to bid for the replacement of the Station 27 HVAC system. Commissioner Quigley seconded the motion. Motion carried.

Lieutenant Cloud Pinning Ceremony: Chief Bakken stated the pinning ceremony for Lieutenant Cloud will be held on Tuesday, April 20 at 6:00 p.m. immediately following the Board meeting.

Public Comment: Mr. VanBuskirk had no comment but requested what the executive session is for. Chief Bakken stated the executive session will be regarding review of a public employee with no action to be taken afterward.

EXECUTIVE SESSION RCW 42.30.110(g) personnel matter; started at 6:10 p.m. – 15 minutes

CAC Meeting: Commissioner Quigley stated that the next meeting is scheduled for July, as the meetings have moved to a quarterly schedule. She also stated that Commissioner Severson would be next on the rotation if available. Commissioner Severson confirmed he will be available and requested a reminder.

GOOD OF THE ORDER

Commissioner Quigley asked about the new residential developments in Belfair and what the impact will be on the local population and the Authority. Chief Bakken explained that there will be roughly 700 new apartments and 140 houses, resulting in an increase of roughly 1200 to 1300 residents. He shared that he had discussed the existing traffic hazard in that area with Mason County Commissioner Shutty and the impact the new housing will have. Chief Bakken also advised that the Belfair Bypass may be pushed out an additional two years, but there may be funding for Phase 2 of the Hwy 3 widening project in the meantime.

With no further business Commissioner McIntosh adjourned the meeting at 6:45 p.m.

Authority Secretary Renee Wassenaar

Commissioner Kelley McIntosh

Commissioner Paul Severson

Commissioner Brooke Quigley

Commissioner Daniel Kewish

Commissioner Bob Miller