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**North Mason Regional Fire Authority (NMRFA)**

**Meeting Minutes**

**460 NE Old Belfair Hwy, Belfair WA**

**Telephone/Videoconference Option**

**7/13/2021**

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

The meeting was held in-person with a telephone/videoconference option available.

**Absent:** Assistant Chief Cooper

**Guests:** Lea Sullivan

Meeting was called to order at 5:05 p.m. and opened with the Pledge of Allegiance.

The meeting minutes from June 8 and June 15, 2021, were presented for approval.

**Commissioner Severson moved to approve the meeting minutes as presented. Commissioner Miller seconded the motion. Motion carried.**

#### **FINANCIALS**

Financial vouchers were presented for review.

**A motion was made by Commissioner Quigley to approve the payroll and expense vouchers under BIAS 210702001 to 210702098 in the amount of \$722,569.93 and expense vouchers 210701001 to 210701002 in the amount of \$1,053,333.21. Commissioner Severson seconded the motion. Motion carried.**

#### **ADMINISTRATION**

**Mental Health Program Update:** Chief Bakken introduced mental health provider Lea Sullivan to the Board. He explained that she maintains a private practice focusing primarily on first responders and is also a Chaplain. Lea is currently working two days per week at the Fire Authority to become acquainted with staff and learn the culture of the Fire Authority. Lea introduced herself and explained what she envisions for the program. Commissioner McIntosh stated that there is a county-wide Mason County Board of Fire Commissioners and they meet regularly to check-in. She invited Lea to attend the next meeting, scheduled for September 16 at 6:00 p.m. There was a continued group discussion regarding mental health needs throughout Mason County and first responder community as well as potential program components.

**COVID-19:** Chief Bakken explained that recent Governor's orders resulted in a majority statewide reopening at the end of June, which included authorization of in-person Board meetings. He also indicated that mask requirements will continue for the foreseeable future. There was a group discussion regarding vaccinations, COVID-19 variants and potential booster shot requirements.

**Law Enforcement Policy Change:** Chief Bakken indicated there are multiple pieces of legislation being implemented that impact law enforcement response procedures. He explained that the Fire Authority has historically relied on law enforcement to clear scenes and ensure the safety of firefighters for a multitude of scenarios including welfare checks and many behavioral health concerns. The Mason County Sheriff's Office (MCSO) wants to ensure that the relationship with the Fire Authority is not impacted by changes in procedure, but agencies will need to work in concert. Chief Bakken advised that based on recent discussions with MCSO, deputies will continue to respond and assess the situation, but if there is no criminal activity taking place, they will leave the scene. He indicated policies and procedures continue to develop.

**Four-Shift Schedule Implementation:** Chief Bakken explained that the schedule change will take place on September 18 or October 1. He advised that mock-scheduling scenarios will take place next week. He also indicated that we need to finalize who will be on which shift, and that announcement is planned for next week.

**Captain Assessment:** Chief Bakken advised that the assessment was completed last week, and he finished the interviews earlier this week. He stated that a final decision will be made by the middle of next week.

**Apparatus Update:** Chief Bakken provided a brief update, stating that Assistant Chief Cooper is currently in South Dakota inspecting the new fire engine that is being built. He advised that Assistant Chief Cooper will have pictures and videos to share at the Board meeting next week. Chief Bakken also indicated the new tender and aid unit are being built as we speak; the command vehicle has been delayed to August or September due to the lack of availability of microchips.

**Mason County Burn Ban Status:** Chief Bakken stated that there is a full burn ban in effect.

## **OLD BUSINESS**

**Strategic Planning:** Chief Bakken advised that a Strategic Plan draft has been completed and is awaiting review and approval by the Steering Committee. The committee is scheduled to meet next week. Following approval by the Steering Committee, the draft will be ready to present to the Board.

**Headquarters Station Project Update:** Chief Bakken indicated that he did a walk-through tour today and there will be a discussion regarding the Quality Control process next week with TRICO.

## **NEW BUSINESS**

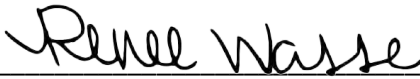
**Maggie Lake:** Chief Bakken advised the Maggie Lake station is currently leased from Don Cady who is in the process of transferring executorship to his family and wants to be sure there are no issues with future lease agreements for the station. Chief Bakken stated that he will have additional information to provide by the next Board meeting.

**Public Comment:** None

**GOOD OF THE ORDER**

Commissioner Quigley requested a discussion regarding water supply. Commissioner Severson explained that any new development in the area is required to go through Mason County. The request is also reviewed at the state level by public health who makes the final determination. Chief Bakken stated that he can invite Dale from the Belfair Water District to attend an upcoming Board meeting.

**With no further business Commissioner McIntosh moved to adjourn the meeting at 6:30 p.m.**

  
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Authority Secretary Renee Wassenaar

  
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Commissioner Kelley McIntosh

  
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Commissioner Paul Severson

  
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Commissioner Brooke Quigley

  
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Commissioner Daniel Kewish

  
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Commissioner Bob Miller