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

**Meeting Minutes**

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

**Telephone/Videoconference Option**

**7/20/2021**

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

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

**Absent:** Commissioner Paul Severson

**Guests:** None

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

**FINANCIALS**

Chief Bakken indicated the July Budget Summary will be sent to the Board by the end of the week.

**ADMINISTRATION**

**Headquarters Station Update:** TRICO Construction Superintendent Mark Knudson provided a brief update on construction progress of the new fire station as well as the schedule moving forward. He stated that the project is currently on schedule and anticipates the exterior of the building to be complete by the end of September. Chief Bakken and Mark Knudson discussed the appropriate process for scheduling site visits; interested individuals will reach out to Administrative Assistant Sarah Morgan who will provide notice to TRICO.

**OLD BUSINESS**

**Strategic Planning:** Chief Bakken advised that the Steering Committee Meeting scheduled for this week was cancelled but the group will reschedule before August. He still anticipates the final draft being presented to the Board in August.

**Citizen's Advisory Committee (CAC):** Commissioner Quigley provided a brief update. She advised that the CAC would like to tour the headquarters fire station site at the next meeting. Because that meeting is scheduled for October, the time may need to adjusted to allow sufficient daylight.

**NEW BUSINESS**

**Policy Review – Vape Free Workplace, Equip/Fac-14.1:** Vaping is strictly prohibited anywhere that tobacco use is prohibited, including all locations within buildings leased or controlled by the Authority, at any site where training occurs while training is being conducted, at all emergency operating scenes, and in any Authority owned, leased or controlled vehicle.

**Motion made by Commissioner Quigley to approve the new policy Vape Free Workplace, Equip/Fac-14.1. Commissioner Miller seconded the motion. Motion carried.**

**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 unfortunately he does not have any further update to provide, as Mr. Cady has had some recent health issues.

**Trails End Lake:** Commissioner McIntosh and Chief Bakken discussed the upcoming closure of Trails Road scheduled for July 26 from 8:00 a.m. to 4:00 p.m. Chief Bakken indicated he will need to determine if emergency traffic will be able to get through and will contact supporting agencies for response if necessary.

**Public Comment:** None

#### **GOOD OF THE ORDER**

Commissioner Quigley asked if direction has been received regarding vaccination requirements for healthcare workers/first responders. Chief Bakken stated that there has been no new guidance at this time or mandates for vaccination.

Commissioner Quigley expressed her gratitude for the recent recognition dinners.

Chief Bakken advised that this year's North Mason Chamber Gala is scheduled for September 11 and will have a first responder theme. He asked the Board if they would be interested in requesting a table; Chief Bakken will arrange one or two tables for the group.

**With no further business Commissioner McIntosh moved to adjourn the meeting. Commissioner Quigley seconded the motion. Meeting was adjourned at 6:18 p.m.**

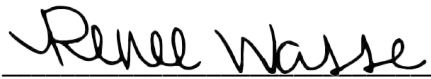
#### **BOARD FOR VOLUNTEER FIREFIGHTERS**

**Present:** Commissioner McIntosh, Assistant Chief Cooper, Executive Assistant Wassenaar, Volunteer Chris Wright

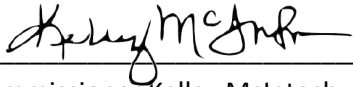
Meeting was called to order at 6:20 p.m.

An invoice in the amount of \$300.00 for three (3) volunteer physicals was presented for review and approval. **Assistant Chief Cooper moved to approve the invoice. Volunteer firefighter Wright seconded the motion. The motion carried.**

**With no further business Commissioner McIntosh adjourned the meeting 6:21 p.m.**



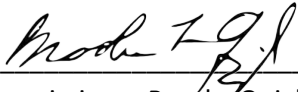
Authority Secretary Renee Wassenaar



Commissioner Kelley McIntosh



Commissioner Paul Severson



Commissioner Brooke Quigley



Commissioner Daniel Kewish



Commissioner Bob Miller