



North Mason Regional Fire Authority (NMRFA)

Meeting Minutes

460 NE Old Belfair Hwy, Belfair WA

Telephone/Videoconference Option

10/12/2021

Present: Commissioners Kelley McIntosh, Brooke Quigley, Paul Severson, 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: None

Guests: None

Meeting was called to order at 5:00 p.m. and opened with the Pledge of Allegiance.

The meeting minutes from September 7, 14 and 21, 2021, were presented for approval.

Commissioner Kewish 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 211001001 to 211001080 in the amount of \$358,940.78 and expense vouchers 211002001 to 211002003 in the amount of \$787,528.58. Commissioner Miller seconded the motion. Motion carried.

ADMINISTRATION

COVID-19 Update: Chief Bakken advised that Mason County currently has 733 cases per 100,000 population. He also explained that we have felt the impact within the Fire Authority, with a significant increase in calls. The Medical Director is encouraging those who feel ill but don't need to be hospitalized to not seek out medical care as emergency rooms are being overwhelmed. Chief Bakken stated that there are many patients calling 911 when they simply aren't feeling well or even those asymptomatic who tested positive and want an evaluation. Fire Authority responders are evaluating those patients and don't transport unless confirmed to be necessary or are experiencing respiratory distress.

Chief Bakken also provided an update on the COVID-19 vaccination mandate, stating that 97% of active Fire Authority responders have been vaccinated. For those who have requested exemptions, accommodations have been identified including masking and testing prior to each shift.

CPR Now: Chief Bakken stated that the Fire Authority will be providing a condensed CPR Now one-hour course, tentatively scheduled for Saturday, November 20th at The HUB. He stated that multiple classes will take place throughout the day. He further indicated he will continue to monitor the pandemic to determine if those classes need to be rescheduled.

Fire Prevention Week: Chief Bakken advised that Fire Prevention Week was last week, and Emergency Prevention Specialist Lacey Newman shared educational information via Facebook throughout the week.

Station 27 HVAC Completion: Assistant Chief Cooper provided a brief update stating that the HVAC system has been upgraded. He stated that he inspected and approved project completion last week.

OLD BUSINESS

CAC Update: Commissioner Quigley stated that the CAC meeting yesterday was a tour of the new headquarters station construction progress. She stated that Assistant Chief Cooper led the tour, with assistance from TRICO Superintendent Mark Knudson. She further indicated that this was the last meeting for 2021, and the next meeting is scheduled for January 10, 2022. Commissioner Quigley requested the Board revisit the CAC, specifically if there is a way to function more effectively or have a different format. She also stated that CAC members are satisfied with the group but notice a lack of participation.

Headquarters Station Construction Update: Chief Bakken provided an update, stating that construction progress continues on the new building, and he would like to tour the station with the Board at the next meeting. Last week, Chief Bakken and Assistant Chief Cooper walked through the building with TRICO and Architects West and created a punchlist of additions, clarifications, modifications, etc. Chief Bakken explained that the sprinkler system is currently being installed and the roof is going on. He stated that the current estimate is to have the keys by the end of February with a plan to move shortly after.

Law Enforcement Update: Chief Bakken stated that there continue to be discussions with law enforcement regarding response procedures, but some headway has been made. He explained that there was a meeting last week with Mason County Fire Chiefs and Chief Spurling from Mason County Sheriff's Office (MCSO). The group has determined that department chiefs and administration have a great relationship, but there is a disconnect between the responding officers. They will be attempting to schedule a meet and greet for Fire and Sheriff officers, to build rapport and enhance relationships.

First Responder Mental Health Program: Chief Bakken provided an update on the Mental Health Program, stating that Lea <Sullivan> is having a huge impact within the Fire Authority. Lea does not share any case specifics with Chief Bakken but has explained that staff are utilizing her services. She is also assisting with referring cases out to other specialists when needed. Commissioner McIntosh stated that the Mason County Board of Fire Commissioners is scheduled to meet on November 4th at 6:00 p.m. with Lea scheduled to be the keynote speaker. Chief Bakken advised that there is a First Responder Mental Health Conference scheduled for November 4 and 5 and that Lea will be attending the conference. He will reach out to her to see if she can Zoom into the Board meeting. He also indicated that he will be available for the meeting to discuss the program, should Lea not be able to attend.

Commissioner Miller asked about the Mental Health Survey that Lea created and sent to NMRFA membership. Chief Bakken advised that there was nearly 100% participation and that Lea noted everyone was very open and candid in their responses.

Commissioner Quigley asked how much assistance Lea will be able to provide to other responders throughout the county, understanding that the grant was for a regional program. Chief Bakken indicated the grant is regional with Districts 3 and 6 only. He feels that she may not have capacity to provide the same level of service throughout the county but can assist with program model creation to use county-wide. Commissioner Severson advised that he would like us to research options for additional funding to expand the program to all of Mason County.

Fire Commissioners Conference: Chief Bakken advised that the Fire Commissioners Conference is coming up and that we can assist with anything Board members who are attending may need.

NEW BUSINESS

WSRB 5-Year Evaluation: Chief Bakken stated that the Fire Authority received notification last week that we should expect our WSRB audit next year. He is hoping to schedule that audit for the Spring.

Washington State Audit: Chief Bakken advised that we were notified that we will be audited at the beginning/middle of December.

2022 Budget Draft: Chief Bakken indicated he will have copy of the budget draft to the Board for review at next meeting.

Surplus Vehicles: Assistant Chief Cooper requested the Board approve the surplus of three (3) apparatus, including the 1975 water tender, 1981 fire engine and 2003 QRT bus. He explained that we are currently awaiting delivery of a new water tender, to be completed in April and that a new fire engine has been delivered and will be in service within the next week. Additionally, the bus received from Mason Transit for the QRT program has already been replaced with another on the way. Assistant Chief Cooper stated that all three apparatus will be sold via public auction to the highest bidder.

Motion made by Commissioner Miller to surplus the 1975 International Tender, the 1981 Fire Engine Ford 4900 and the 2003 Chevrolet Express Bus. Commissioner Kewish seconded the motion. Motion carried.

Public Comment: None

GOOD OF THE ORDER

Commissioner Quigley stated that she appreciated the North Mason Chamber of Commerce's recognition of CRT members for their assistance throughout the COVID-19 pandemic.

With no further business Commissioner McIntosh moved to adjourn the meeting. The meeting was adjourned at 6:03 p.m.

Authority Secretary Renee Wassenaar

Commissioner Kelley McIntosh

Commissioner Paul Severson

Commissioner Brooke Quigley

Commissioner Daniel Kewish

Commissioner Bob Miller