



North Mason Regional Fire Authority (NMRFA)

Meeting Minutes

460 NE Old Belfair Hwy, Belfair WA

Telephone/Videoconference Option

1/18/2022

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

Absent: None

Guests: None

Meeting was called to order at 5:07 p.m. and opened with the Pledge of Allegiance.

FINANCIALS

Chief Bakken stated that he still needs to send the Board the updated Budget Summary and Budget Position Reports; Executive Assistant McCormick has provided him with those reports, he simply has not yet had time to look them over and send out. Chief Bakken presented the 2021 End of Year Report. He advised there is a notable increase in revenue over what was budgeted. He indicated that this is related to repayment for construction costs in 2021 from the Bond Fund, as well as \$292,134.62 received in Timber and \$647,412.97 in GEMT. He also indicated that Ambulance Revenue exceeded the budgeted amount by \$33,628.65. Commissioner Quigley asked what this was related to; Chief Bakken stated that it was a result of increased transports for the year.

Chief Bakken stated that the Expenditures Year to Date was 102.7% of the budgeted amount for and Expenditures with Contingencies was 108% of the budgeted amount. He clarified that some of these expenditures are related to the QRT program, which will be reimbursed through the grant. He also stated the budget was exceeded due to the two new paramedics hired in 2021.

Chief Bakken advised that funds currently on hand total \$3,190,230.24.

ADMINISTRATION

COVID-19 Update: Chief Bakken advised that there are currently four NMRFA responders who have tested positive for COVID-19. We have received a shipment of rapid at-home tests to use for responders who become symptomatic while on-shift. Chief Bakken also advised there was a public CPR class held Saturday, and a participant tested positive after the class. He further noted that all attendees have been notified. Commissioner McIntosh stated that MACECOM experienced a total of 10 positive cases out of 14 total staff members, which took three weeks to cycle through.

1.14.2022 Call: Chief Bakken discussed a transport on Friday for a 9-year-old gunshot victim. He stated that multiple responders reached out to NMRFA mental health provider Lea [Sullivan] to discuss the call. There will continue to be discussion/debrief tomorrow. He also stated that a commendation was received from the Mary Bridge Medical Director regarding the care that the responders took of the patient.

Winter Storm: Chief Bakken advised that there was an After Action Review for the January storm response for the county. He stated that Mason County collectively did **acceptable acceptably** but not great; resulted from a lack of coordination between agencies, no countywide PIO, no DEM manager and COVID. He also indicated that the result of the debrief is an emphasis on increased coordination with DEM moving forward.

WA State Audit: Chief Bakken advised that there was a formal finding on our WA State Audit resulting from missed reporting in the Schedule of Liabilities (Schedule 9). He clarified that the funds were reported correctly in the state report, but the bond was missed on the Schedule 9. He also confirmed that the error has been corrected. Chief Bakken further indicated there will be a couple of recommendations presented at the exit interview, but nothing concerning. Chief Bakken confirmed the interview is planned for January 26th; Commissioners Miller and Quigley stated they are both available that day at 1:00 p.m.

OLD BUSINESS

Trails End Home Purchase: Chief Bakken stated that the countered purchase price of the home in the Trails End neighborhood is \$540,000, with approximately \$70,000 needed for upgrades (security, fencing, fire alarm). He clarified that following any approval by the Board to move forward with the purchase, we would enter into contract with the Seller, contingent on the Seller repairing the items that were listed in the inspection report. Chief Bakken advised that once the repairs are made and contract finalized, a Special Meeting of the Board would be required for formal voucher approval.

Commissioner Severson moved to approve purchase of the home, contingent upon repairs by the Seller for the items identified in the inspection report. Commissioner Miller seconded the motion. Motion carried.

NEW BUSINESS

2022 Board of Commissioners Elections: The Board recommended the elections be moved to the next meeting.

Public Comment: None

GOOD OF THE ORDER

With no further business Commissioner McIntosh moved to adjourn the meeting. The meeting was adjourned at 6:28 p.m.

Authority Secretary Renee Wassenaar

Commissioner Kelley McIntosh

Commissioner Paul Severson

Commissioner Brooke Quigley

Commissioner Daniel Kewish

Commissioner Bob Miller