



North Mason Regional Fire Authority (NMRFA)

Meeting Minutes

460 NE Old Belfair Hwy, Belfair WA

Telephone/Videoconference Option

4/12/2022

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

Absent: None

Guests: None

Meeting was called to order at 5:01 p.m. and opened with the Pledge of Allegiance.

The meeting minutes from March 8, 15 and 24, 2022, were presented for approval.

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

FINANCIALS

Financial vouchers were presented for review. Commissioner McIntosh asked about the \$9,000 fee for WSU; Chief Bakken clarified it is the final payment for the QRT program and will be reimbursed through the grant. Commissioner Kewish asked about the \$63,000 charge for Air Exchange; Chief Bakken stated this is for the diesel exhaust removal system for the new fire station. Commissioner Quigley asked for additional information regarding the \$142,000 payment to West Coast Fire & Rescue; Assistant Chief Cooper stated that the charge is for the purchase of extrication equipment that will be reimbursed through a grant.

A motion was made by Commissioner McIntosh to approve the payroll and expense vouchers under BIAS 220401001 to 220401096 in the amount of \$662,169.81; expense vouchers 220402001 to 220402005 in the amount of \$280,395.46; and expense voucher 220403001 in the amount of \$500.00. Commissioner Kewish seconded the motion. Motion carried.

ADMINISTRATION

Commissioner Quigley asked if there is an update on the timber tax and potential legislation impacting reimbursement from Department of Natural Resources. Chief Bakken stated that he will provide additional information to the Board at the next meeting.

Collins Lake Water Tower: Chief Bakken stated that he spoke with Mike Evans from MACECOM regarding fiber installation for the repeater. He indicated that MACECOM will be covering the application costs and a volunteer will dig the trench for installation; limited costs to the Fire Authority.

The Hoppening: Chief Bakken advised that there will be an Easter event at the HUB on Saturday, March 16th. The Fire Authority will be providing hot dogs and chips.

Community Project Funding Grant: Chief Bakken stated that the Fire Authority recently submitted a community project grant through the office of Derek Kilmer. He indicated that Executive Assistant Wassenaar wrote the grant request for \$1.1 million to remodel the Tahuya fire station.

Staffing Announcement: Chief Bakken provided an update on staffing following the departure of Captain Jordan Reese. He advised that Ryan Cloud has been promoted to Captain; Deric Klahr has been promoted to Lieutenant; Cooper Lindsey has been hired on a temporary basis. He also indicated that the captains are adjusting assignments, with Captain Cleveland moving from the wildland program to training, Captain Fulkerson taking on the wildland program and Captain Cloud taking on community/commercial prevention (i.e. pre-fire plans, hydrants, etc.).

OLD BUSINESS

Headquarters Construction and Grand Opening: Chief Bakken stated that we are holding a soft opening celebration on May 13th for those involved in the project and all Fire Authority members. There will also be a public grand opening on May 14th. The Fire Authority will be moving operations officially on May 16th.

Integrated Health Program: Chief Bakken advised that he feels the previous conversation with Mason County Public Hospital District #2 (MCPHD#2) went great and that he and Captain Ehresman have been continuing to work on the program since. Captain Ehresman has spoken with CHI and will be providing updates to MCPHD#2 in April and May.

Mandatory Training: Commissioner Quigley asked that all Fire Authority members including RAP Team members have sexual harassment training. She clarified that this is not only for the protection of the Authority but also for the protection of the members themselves since they may be inside community member homes with limited supervision.

CAC Meeting: Commissioner Quigley indicated that the CAC would like additional information and advertising for Tahuya Days. Assistant Chief Cooper discussed the concerns that have been received regarding lighting between the new and old fire stations (Belfair stations). He stated that the issue was identified during a meeting where the new fire station parking wasn't yet open, so participants had to park at the old fire station. Moving forward, most meetings will have parking available at the new station which will limit the use of the unlit stairs below; if needed, the Fire Authority can look into low cost or solar options in the future. Commissioner Miller noted that he will attend the next CAC meeting in July. There will also continue to be a Zoom option available.

Voucher Reconciliation Availability: Chief Bakken thanked the Commissioners who were able to come to Station 21 for voucher reconciliation. He indicated that nearly one year had been completed with 10 months left for review. Commissioners Miller and McIntosh confirmed they will come in soon.

NEW BUSINESS

2021 State Annual Report: Chief Bakken stated that he and Executive Assistant McCormick spent three to four days compiling the report and going through line by line to ensure there are no errors.

Resolution 22-01: Designates the location of regular meetings of the Board of Commissioners as 490 NE Old Belfair Hwy effective May 1, 2022.

Motion made by Commissioner McIntosh to approve Resolution 22.01 as presented. Commissioner Quigley seconded the motion. Motion carried.

Chief Bakken provided an update on open public meetings regulations received from Washington State and attorney Brian Snure. He indicated the state is now requiring Boards to hold in-person meetings; the Fire Authority has been meeting in-person for some time. Chief Bakken stated that the Fire Authority will continue to hold in-person meetings with a Zoom option.

Public Comment: None

GOOD OF THE ORDER

Chief Bakken provided a patient care report for his previous baseball coach who came to Station 21 to thank the crews following a medical transport.

Chief Bakken stated that Central Mason Fire Chief Mike Patti has announced his retirement.

Commissioner McIntosh stated that the WFCA Spring Seminar on April 30 fulfills the open public meetings mandatory training requirement. She also advised that the next Mason County Fire Commissioner Association meeting is scheduled for May 5, and KC Whitehouse will be providing an update on the wildland program.

Chief Bakken stated that Mason County is currently trying to revamp the Chaplain Program. He indicated that he will be out of town during the May 5 County Fire Commissioner meeting but will attend via Zoom to provide an update on the Chaplain program.

With no further business Commissioner McIntosh moved to adjourn the meeting. The meeting was adjourned at 5:59 p.m.

BOARD FOR VOLUNTEER FIREFIGHTERS

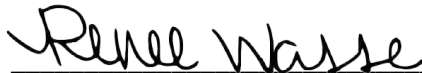
Present: Commissioner Severson, Assistant Chief Cooper, Executive Assistant Wassenaar, Volunteer Keegan Council

Meeting was called to order at 6:01 p.m.

An invoice in the amount of \$200.00 for volunteer physicals was presented for review and approval. **Assistant Chief Cooper moved to approve the invoice. Volunteer firefighter Council seconded the motion. The motion carried.**

A Report of Accident was submitted for review and acceptance. **Assistant Chief Cooper moved to approve the report. Volunteer firefighter Council seconded the motion. The motion carried.**

With no further business Commissioner Severson adjourned the meeting 6:03 p.m.



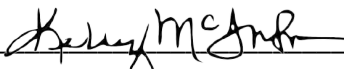
Authority Secretary Renee Wassenaar



Commissioner Paul Severson



Commissioner Bob Miller



Commissioner Kelley McIntosh



Commissioner Brooke Quigley



Commissioner Dan Kewish