



North Mason Regional Fire Authority (NMRFA)

Meeting Minutes

460 NE Old Belfair Hwy, Belfair WA

Telephone/Videoconference Option

4/19/2022

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

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

Absent: None

Guests: Lieutenant Ryan Cloud

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

FINANCIALS

Chief Bakken presented the April Budget Summary. Regarding revenue, the Fire Authority is beginning to see an influx in tax money. Other notable revenue includes reimbursement for the extrication equipment as well as QRT through grants. He also stated that we have not received timber revenue for the month, but GEMT and ambulance billing continue to be higher than anticipated. Chief Bakken advised that there are no notable expenditures and that the construction fund continues to dwindle down as the building nears completion.

ADMINISTRATION

DNR Trust Management Update: Chief Bakken explained that the Department of Natural Resources maintains a trust, through which they own and manage land. As revenue is received, it is distributed to the smaller/special districts including fire and schools. He stated that DNR is obligated to maximize the profit of assets and will transfer land accordingly. A workgroup has been developed to formalize management practices to ensure that the land is being operated/transferred appropriately.

COVID Update: Chief Bakken stated that Executive Assistant McCormick developed COVID last week. She is feeling well but is pending a negative test to return to work.

Response Report: Chief Bakken briefed the Board on a fatality car accident that took place on Hwy 3 on Monday, April 18. He indicated the accident highlights the concerns regarding traffic in the area, as construction of the new homes and apartments continues.

Emergency Management Campus: Chief Bakken stated that he connected with Mark Neary with Mason County regarding the use of the current fire station.

Sweetwater Creek: The Port [of Allyn], in concert with the Salmon Center, is looking to develop a park in Belfair. Chief Bakken stated that he was asked if there were any concerns from a fire perspective. During a Mason County public meeting, the Fire Authority was identified as a supporter of the park. At this time, there have been no conversations between the Port/Salmon Center and the Fire Authority.

OLD BUSINESS

Headquarters Construction Update: Chief Bakken stated that the roll-up garage doors we have been waiting for were received from the manufacturer with missing panels. He advised that the construction group and Fire Authority will be meeting on Thursday to determine a contingency plan. He also indicated the lack of garage doors may impact the occupancy certification by Mason County; they may be able to provide temporary occupancy.

NEW BUSINESS

Lieutenant Presentation: Lieutenant Ryan Cloud provided a presentation regarding the Fire Authority's pre-fire program.

2021 State Financial Report: Chief Bakken asked if the Board had any concerns regarding the report. No concerns were identified, and the Board expressed support for submission of the report by Chief Bakken and Executive Assistant McCormick.

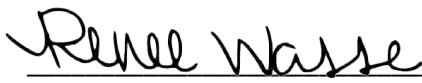
Policy Review, Pers-35 and Pers-36: Chief Bakken presented the updated job descriptions for the Firefighter and Firefighter/Paramedic positions.

Motion made by Commissioner Quigley to approve the revised Job Descriptions: Pers-35 Firefighter and Pers-36 Firefighter/Paramedic as presented. Commissioner McIntosh seconded the motion. Motion carried.

Public Comment: None

GOOD OF THE ORDER

With no further business Commissioner Severson moved to adjourn the meeting. The meeting was adjourned at 5:58 p.m.



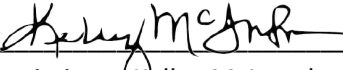
Authority Secretary Renee Wassenaar



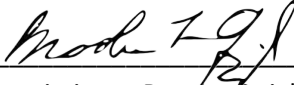
Commissioner Paul Severson



Commissioner Bob Miller



Commissioner Kelley McIntosh



Commissioner Brooke Quigley



Commissioner Dan Kewish