

MASON COUNTY FIRE PROTECTION DISTRICT NO. 4

Fire Commissioners Meeting Minutes

January 20, 2016

Chairman Plews called the meeting to order at 6:07 p.m. Present: Commissioners Bennett, Plews & Hirschi. Lisa Brengan was present as minute-taker.

MINUTES: Commissioner Bennett **MOTIONED:** to approve the minutes of the January 6, 2016 regular meeting as presented. **SECOND:** Commissioner Hirschi. Unanimous vote. **Motion passes.**

COMMUNICATIONS:

Brett Bishop extended a thank-you to the crews for helping out his dad. The Fire Recruit class will be utilizing station 41 meeting room on February 17 and March 16, commissioner meetings will need to be held in back office on those two dates. Chief Burbridge and Lisa will both be out of the area for the February 17 meeting; commissioners will decide later if they will still hold a meeting.

CHIEF'S REPORT:

Interviews were held and the following are recommended for membership:

Jeremiah Bishop, Glenda Palmer, Joan Palmer, and Adrian Powell. **BOARD AGREED.**

Part-time: Assessment taking place Jan. 23 at Arcadia. Written, physical, interviews.

Guillermo Canate, interested in Resident Program, not yet interviewed.

Sta-46 update: Planning on moving back into the station this weekend, or beginning of next. Complete is flooring, kitchen wall, counter/desk, heat pump installation and mouse mitigation, washer dryer stack ordered (Fri delivery,) trim complete, dayroom re-arranged. Recent trip to WA surplus for furniture (table/chairs/lockers.) Possibly, a sound system for training and entertainment. Awaiting final approval at the state level for generator grant, approved at local level. Next priorities: Pressure spray, paint house, new entrance deck, driveway repair, upgrade apparatus bay stairs/storage, side walk.

Sta-41 generator update: electrician has made good progress with vandalized wires. New batteries installed, able to turn over the engine, continuing project. After Sta-46 remodel, address Sta-41 upgrade. Working with HVAC on options for a new heat pump for Sta-41.

Captain Sliva training:

ICS-300 completed at Squaxin Island

Captain's College (WA Fire Training Conference,) attending Feb. 27, 28, 29.

Hazardous Materials Operation planned in March.

Admin priority list: Employee evals, EMS analysis, Impact Fees for Sta-44 (list is being compiled.)

Vacation Feb. 15 to Mar. 4.

UNFINISHED BUSINESS:

Presentation of hiring options – Chief Burbridge and Chief Seals presented 3 different hiring options for 2016: Option 1 included a Deputy Chief and part-time FF/EMT's. Option 2 included .75 PTE staffing with FF/EMT's. Option 3 included one FTE and two .75 FF/EMT's. Discussion followed which included budget and shift coverage.

Commissioner Bennett **MOTIONED:** to adopt Option 2 **SECOND:** Commissioner Hirschi. Unanimous vote. Motion passes.

NEW BUSINESS:

Staff evaluation: The board received copies of Chief Burbridge's last evaluation and blank evaluation forms to review and fill out.

Meeting adjourned at 7:35 p.m.
Minutes prepared by: Lisa Brengan