

## MASON COUNTY FIRE PROTECTION DISTRICT NO. 4

Fire Commissioners Meeting Minutes

December 21, 2016

Chairman Plews called the meeting to order at 4:08 p.m. Present: Commissioners Bennett, Hirschi & Plews. Lisa Brengan was present as minute-taker.

### MINUTES:

Commissioner Bennett **MOTIONED**: to approve the minutes of the December 7, 2016 regular meeting as presented. **SECOND**: Commissioner Plews. Unanimous vote. **Motion passes.**

### COMMUNICATIONS:

The District received a thank you from Ester Christian for helping her out. Mason County Auditor's office released the schedule of deadlines to submit resolutions for election purposes. Little Skookum Hall sent a letter clarifying information regarding an EF Recovery claim.

### CHIEF'S REPORT:

- 1) FTE Firefighter position is currently advertised.
- 2) Erik McAuley, will be attending explorer academy Dec 27-31. Tour, orientation of medical coordination with WLEEA. Five explorers are attending.
- 3) Erik's CO program at North Bend is scheduled Jan. 23 to Apr. 21<sup>st</sup>.
- 4) Community Medicine – no meeting until ILA is completed.
- 5) Richmond Engineering – Met 12-19, recommendation for two ductless heaters for the west side of building, and a 3-ton HVAC system which will be off the roof. They will provide specs for bid process. Budget should be near \$12,900. Planning ceiling asbestos analysis in the interim. No construction plans exist at the county.
- 6) IMS Committee will meet 12-22.
- 7) Active Shooter, policy level meetings will continue after the holidays.
- 8) Replacement for PTE (Gundermann,) Nick Bowman.
- 9) Two cardiac arrest field saves, on 12-19. Squaxin Cultural Resources and a private residence.
- 10) Vaccination Program 2017
- 11) End of year reports to BOC
- 12) Media release series: Chaplains, Explorer academy, Year in review (new staffing.)

Chief recommends 4 prospective volunteers and one new part-time employee. Volunteers: Joeseph McGrew, Hayden Pyle, Elizabeth Skelton, and Tiffany Ingersoll. Part-time: Nick Bowman. **BOARD AGREES.**

### UNFINISHED BUSINESS:

**MCFD13:** Chief Burbridge is working on district boundaries.

**2017 Salaries:** Chief Burbridge recommends 2% CPI increase for Seals, Biehl & Sliva; \$30/hour for Brengan; Burbridge wage to stay the same and District pay for undergraduate college courses – Chief will research and report back on prices/credits available to take.

Commissioner Plews **MOTIONED**: to apply 2% CPI increase for Seals, Biehl & Sliva; \$30/hour for Brengan; Burbridge wage to stay the same and District pay for undergraduate college courses for 2017 salaries.

**SECOND**: Commissioner Hirschi. Unanimous vote. **Motion passes.**

**NEW BUSINESS:**

**2016 Banquet:** Date set for February 4, 2017 at the Shelton Yacht Club – will look in to entertainment options and gift ideas.

Commissioner Hirschi **MOTIONED:** to pass Resolution #177, to charge an “emergency preparedness” fee of \$250 on EF Recovery claims. **SECOND:** Commissioner Plews. **OPPOSED:** Commissioner Bennett.  
**Motion passes.**

**GOOD OF THE ORDER:** 2<sup>nd</sup> January meeting will discuss the nature of the FF Association and Social Media policy.

Meeting adjourned at 5:55 p.m.  
Minutes prepared by: Lisa Brengan