

## MASON COUNTY FIRE PROTECTION DISTRICT NO. 4

### Fire Commissioners Meeting Minutes

July 19, 2017

Chairman Hirschi called the meeting to order at 6:00 p.m. Present: Commissioners Bennett, Plews & Hirschi. Lisa Brengan was present as minute-taker.

**MINUTES:** Commissioner Bennett **MOTIONED:** to approve the minutes of the June 21, 2017 regular meeting as presented. **SECOND:** Commissioner Plews. Unanimous vote. **Motion passes.**

**FINANCIAL REPORT:** Expense accounts payables in the amount of

\$12,116.02 vouchers 604001180 - 604001199, dated 6/3/17;

\$4,583.78 vouchers 604001200 - 604001212, dated 6/9/17;

\$71,820.54 vouchers 604001213 – 604001259, dated 6/30/17;

\$28,406.24 vouchers 604001260 – 604001274, dated 7/1/17;

\$75,202.71 vouchers 604001275 – 604001317, dated 7/11/17;

\$4,836.05 vouchers 604001318 – 604001325, dated 7/18/17; were reviewed.

Commissioner Bennett **MOTIONED:** to approve payment of vouchers as presented. **SECOND:** Commissioner Plews. Unanimous vote. **Motion passes.**

Year to date financial reports were reviewed and discussed.

**COMMUNICATIONS:** nothing to report

**ASSOCIATION REPORT:** Preparing for the upcoming Open House/Spaghetti Feed on Tuesday, August 1. Commissioner Hirschi will be out of town for the Open House.

### **CHIEF'S REPORT:**

- HVAC – Air Handlers quote was approved, they are working with electrician. ETA, Aug. 1.
- Tender arrival, National Night Out. Will be present at open house, possibly with all final projects completed.
- Vehicles, Durango taken out of operations. Continued use as staff vehicle.
- District Manual in near final draft. Excellent additions from staff.
- Casino inspections continue.
- Seasonal hires for 2017, no relies from advertisement. Interview of one today. In-house applicants are without EMS certification.
- Mobilization status: One FF away on FD #16 unit. BC Biehl aggressively addressing brush unit drivers training (manual transmission.)
- Policy updates:
  - #2200 Leave. Updating leave requests submitted from two week notice, to four week notice.
  - #3050 Public Records Request, obsolete.
  - #3051 Public Records Request, new updated policy from Brian Snure.
- Hose and ladder testing today. Good results.
- Response guideline in progress.
- Grant writer / Mason BOCC
- Medical leave update
- DOH and Target Solutions updates.
- Pool fills are consistent
- Drive-In Family Night
- Squaxin Youth Services

**UNFINISHED BUSINESS:**

**Station 41:** The wall in the training room will be sealed in by the Open House, HVAC will get started soon.

**NEW BUSINESS:**

**New Members:** The following were interviewed and recommended for membership: Gabe Idle, Christopher Sada and Justin Baker. BOARD AGREED.

**Construction projects of interest:** none to report.

**GOOD OF THE ORDER:** Commissioner Plews had a great road trip to the Midwest and celebrated his birthday!

Chairman Hirschi called an EXECUTIVE SESSION at 8:00 p.m. to discuss the performance of a public employee; Hirschi announced the session would run until 8:30 p.m. In session were the commissioners, and Chief Burbridge. At 8:30 p.m. Chairman Hirschi announced the Commissioners were returning from EXECUTIVE SESSION where they discussed the performance of a public employee and no action was taken.

Meeting adjourned at 8:30 p.m.  
Minutes prepared by: Lisa Brengan