

## **MASON COUNTY FIRE PROTECTION DISTRICT NO. 4**

Fire Commissioners Meeting Minutes

December 6, 2017

Chairman Hirschi called the meeting to order at 7:07 a.m. Present: Commissioners Hirschi, Bennett & Plews. Lisa Brengan was present as minute-taker.

**PUBLIC COMMENTS:** None

**MINUTES:** Commissioner Plews **MOTIONED:** to approve the minutes of the November 15, 2017 regular meeting **SECOND:** Commissioner Bennett. Unanimous vote. **Motion passes.**

**FINANCIAL REPORT:** Expense accounts payables in the amount of \$6,806.26 vouchers 604001597 – 604001609, dated 11/13/17; \$12,298.25 vouchers 604001610 - 604001669, dated 11/28/17; \$19,360.13 vouchers 604001670 – 604001693 dated 12/1/17 were reviewed.

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

Collected Commissioners November time sheets.

**COMMUNICATIONS:** Commissioner Plews was recognized at the recent WFCA conference for his 15 years of service as a commissioner, his photo was in the WFCA newsletter. Commissioner Plews appreciated the work that went into the family Christmas party on December 5<sup>th</sup>. Commissioner Bennett mentioned his daughter, Melissa Wood was voted #2 law enforcement officer in the “Best of Mason County” by the Mason County Journal readership for 2017, Congrats to Melissa!!

**ASSOCIATION REPORT:** Officers for 2018 have been voted on: President, Hayden Pyle; Vice President, Rich Huisingh; Treasurer, Colleen Hollingsworth; Secretary, Justin Baker.

### **CHIEF’S REPORT:**

#### **Chief Burbridge:**

- Retired Chief Jerry Swartos passed away December 4<sup>th</sup>.
- AC’s phone is still working following a month of calls, conversations, and meeting with personnel.
- Injury Prevention Grant through NW Regional EMS. Thoughts other than bicycle helmets? Helmet inventory is currently zero.
- Great job by everyone last evening. Nice hats Lisa!
- Monitoring surplus vehicles (Brush Unit.)
- Dec. 14<sup>th</sup> Noon meeting with IAFF representatives on schedule.
- Chief vacation request Dec. 18 to Jan. 5. Lisa vacation Dec 26-Jan2.

Chief recommended raising the Chaplain stipend from \$250 per month to \$300 for 2018. **BOARD AGREED.**

#### **AC Jenkins:**

- 104 November calls, 2016 November calls: 98
- The Rescue is parked at Station 45.
- Possible practice burn house, working on details.
- Daily talks with on duty crews to keep in contact
- Total incidents for November 2017 is 104 compared to last year this date of 98
- “Save of Dave” regular lift assist, positional asphyxia, B shift
- Working to maintain an on-duty paid staff of minimum 3 per shift. We are currently down 2 part-timers, doing interviews.

**UNFINISHED BUSINESS:**

**Strategic Plan/2018 Budget:** Reviewed the updated document; Commissioner Hirschi will link the budget to the strategic plan. Chief recommended 2.5% CPI increase for Chief and Office Manager for 2018.

Commissioner Bennett **MOTIONED:** to increase Chief and Office Manager 2018 salary by 2.5, the current CPI. **SECOND:** Commissioner Plews. Unanimous vote. **Motion passes.**

**2017 Banquet:** Will be held Sunday, January 21 at Smoking Mo's. 4pm social, 5pm dinner. AC/CO's are working on recognitions.

Monthly YTD financial report: Lisa handed out a new version of the report that may be easier to read; Commissioners liked the layout.

**NEW BUSINESS:**

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

Discussion took place regarding the Commissioner meeting schedule. The second meeting of the month that begins at 6:00 pm can run late for staff, earlier in the day was discussed.

Commissioner Plews **MOTIONED:** to change the second BOC meeting of each month from 6:00 p.m. to 3:00 p.m. on the third Wednesday of each month - to be held at Station 41, beginning on December 20, 2017.

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

Future agendas: IAFF Negotiations – how to move forward.

**GOOD OF THE ORDER:**

Mason 4 has a 7-person team for the 2018 stair climb fundraiser! The team consists of: Jenkins, Sliva, McAuley, Carpenter, Screws, Hanes and Welander from 16. The climb is March 22, 2018 and the team has already begun fundraising.

Meeting adjourned at 8:20 a.m.  
Minutes prepared by: Lisa Brengan