

MASON COUNTY FIRE PROTECTION DISTRICT NO. 4

Fire Commissioners Meeting Minutes

March 7, 2018

Vice Chairman Plews called the meeting to order at 7:56 a.m. Present: Commissioners Hirschi, & Plews; Commissioner Bennett was excused. Lisa Brengan was present as minute-taker.

MINUTES: Commissioner Hirschi **MOTIONED:** to approve the minutes of the January 18, 2018 regular meeting **SECOND:** Commissioner Plews. Unanimous vote. **Motion passes.**

FINANCIAL REPORT: Expense accounts payables in the amount of \$96,509.69 vouchers 604001874 – 604001926, dated 2/27/2018; \$13,180.24 vouchers 604001927 - 604001943, dated 3/1/2018 were reviewed.

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

Collected Commissioners February time sheets.

COMMUNICATIONS: Commissioners & Chief signed the 2017 Pension Participation form for BVFF. Commissioner Hirschi will handle communications with Campbell's Resort regarding June stay for himself and Plews to attend the WFCAs seminar.

ASSOCIATION REPORT: Highway clean-up is scheduled for March 24, 8am at Station 44. The Recruitment & Retention committee will meet on March 14 at station 41, 6:00 p.m.

CHIEF'S REPORTS:

Chief Burbridge:

- Currently advertising for four PTE positions. Multi-County media.
- PUD Privilege Tax information. Senate Bill handout.
- GEMT –Generating data for a cost point analysis. This should be completed next week.
- No additional movement on the PTSD draft policy, awaiting BOC thoughts.
- HVAC update: Again, thank you Lisa for taking on this project. Completion date this Friday.
- IAFF – Reviewing contract template and comparables. BOC should have received copy of template.
- Brush Truck – Update: Found two 2016 Ford F450 Class 5 (16K-19K GVW) medium duty flatbed in Burlington. Including tax \$50,940, 14,000 miles, remains under warranty until 2021. Crew cab with DRW. Keeps us approximately \$8000 under budget.
- Overall wildland vehicle plan: Dodge pickup has new tank and pump will be in service first.
- The existing Ford will have a pump panel remount and some plumbing completed. Consideration to re-design the boxes (last priority.)
- Next brush unit will have the labor priority to place into service.
- Email check BOC for allhands@ Receive?

AC Jenkins (via email):

- Continuing daily talks with on duty crews to keep in contact and remaining on shift every Tuesday for a 24 hr shift and drill night.
- Personal were trained in the use of our newly acquired vacuum splints from CKFR. The vacuum splints will be put on A46 this week.
- AC Jenkins and Capt Sliva are in Dist 16 representing Dist 4. Doing EMT work while Subaru Rally Team USA practices. Team work, Pub Ed, and public relations day

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AC Jenkins report continued:

- Total incidents through March 7, 2018: 232
- Total transports through March 7, 2018: 41
- Maintaining an on-duty paid staff of minimum 3

UNFINISHED BUSINESS:

Strategic Plan: Workshop date set for March 27, 8am-noon at Station 41. Commissioner Hirschi is gathering sample Association by-laws. We will work on putting our new goals/budget items into the plan.

Grant writing: Met with a grant writer, Michell Mazzola, who is very skilled at grant-writing for fire districts. Discussion took place regarding the types of grants she has successfully written and what our options are; much of this will be detailed in the updated strategic plan.

Commissioner Hirschi **MOTIONED:** to hire Michelle Mazzola for future grant writing based on her hourly rate for the open SAFER grant. **SECOND:** Commissioner Plews. Unanimous vote. **Motion passes.**

Brush Truck: Chief Burbridge gave a presentation on two brush trucks up in the Burlington area that are available and within our budget and meet the requirements/specs for our needs.

Commissioner Hirschi **MOTIONED:** to purchase Ford F450 for \$46,950.00 plus taxes & fees. **SECOND:** Commissioner Plews. Unanimous vote. **Motion passes.**

IAFF: Chief Burbridge & Commissioner Hirschi had their first negotiation meeting last week; they will meet up together prior to the next negotiations to go over comparables & sample contracts.

NEW BUSINESS:

Construction projects of interest: none to report.

Commissioner Plews would like to have an update from Chief Burbridge on the current and foreseeable futures with our mutual aid partners, MCFD 13 & 16.

GOOD OF THE ORDER: Upcoming staff & commissioner schedules were discussed.

Meeting adjourned at 9:58 a.m.
Minutes prepared by: Lisa Brengan