

MASON COUNTY FIRE PROTECTION DISTRICT NO. 4

Fire Commissioners Meeting Minutes

April 4, 2018

Chairman Bennett called the meeting to order at 8:00 a.m. Present: Commissioners Hirschi, Plews, and Bennett were present. Lisa Brengan was present as minute-taker.

MINUTES: Commissioner Plews **MOTIONED:** to approve the minutes of the March 21, 2018 regular meeting **SECOND:** Commissioner Plews. Unanimous vote. **Motion passes.**

FINANCIAL REPORT: Expense accounts payables in the amount of \$146,270.41 vouchers 604001944 – 604001993, dated 3/31/2018 were reviewed.

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

Collected Commissioners March time sheets.

COMMUNICATIONS: The car at Station 42 will be removed, it was utilized for training. Happy Birthday to Commissioner Bennett! Campbell's could not come up with reservation forms for Hirschi & Plews for the June WFCM workshop in Chelan - reservations were made at their sister location, the Grandview – both said they'd like to attend the June 1 speaker – Lisa will get them registered.

ASSOCIATION REPORT: Hayden Pyle resigned so Rich Huisingh is now the President; Brandon Furrer is the Vice President.

CHIEF'S REPORTS:

Chief Burbridge's report:

- Reviewed PTE applications, moving forward with examination process.
- Facilities Use, Gym (Sta-47) Policy #7030 and waiver (Second read.)
- Family Night, May 29th - decided it will be a taco night with piñata.
- Thermometer will be going up to show progress on fundraising for the new reader board.
- Station 43 is storing surplus and spring cleaning is happening at all the stations. Crew would like to have a "garage sale" to surplus these items. BOARD AGREED.

Commissioner Plews **MOTIONED:** to adopt Policy #7030 Fitness Equipment & Facility Use which allows only members of MCFD4 to use the facility. **SECOND:** Commissioner Hirschi. Unanimous vote. **Motion passes.**

AC Jenkins (via email):

- Resident Hayden Pyle resigned effective Monday, March 26, 2018.
- AC Jenkins is currently in NFA Command and Control class being held in Grapeview, WA April 3-8, 2018, 0800-1700.
- AC Jenkins is doing 2 48 hour shifts and a 24 this week to help prevent our only current resident going out on calls solo. Don't believe sending out people solo is a practice we should support.
- FF Brandon Furrer and AC Jenkins drove 4 kids to school Friday March 23. Everyone had a good time, pictures posted on FB.
- First monthly shift CO meeting was held March 21. Everyone was updated on status of brush truck, resident program, practice burn house, facilities, and upcoming training opportunities.
- Total incidents through April 4, 2018: 334
- Total transports through April 4, 2018: 52
- Maintaining an on-duty paid staff of minimum 3

UNFINISHED BUSINESS:

Strategic Plan: Workshop April 18, 8 a.m. – 3 p.m.

Grant writer, SAFER update: Need to include a letter of commitment from the board of commissioners in the grant application; Chief Burbridge prepared a letter for commissioner signature. Commissioners signed. Michelle also recommended having a hiring policy in place; Chief Burbridge presented a policy for commissioners to review. After review and discussion;

Commissioner Hirschi **MOTIONED:** to adopt Policy #2010 – Application and Examination Process.

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

Brush Truck update: The Dodge (C5) and Ford F350 (B3) are currently being prepared for Wildland season and almost complete. The new F450 (B4) is next in line.

Chairman Bennett called an EXECUTIVE SESSION at 9:40 a.m. to review negotiations of the labor management contract; Bennett announced the session would run until 11:30 a.m. In session were the commissioners, Office Manager Lisa Brengan, and Chief Burbridge. At 11:27 a.m. Chairman Bennett announced the Commissioners were returning from EXECUTIVE SESSION where they reviewed negotiations of the labor management contract and no action was taken.

NEW BUSINESS:

Construction projects of interest: Station 41 re-roofing: received a bid for the entire roof, considering the amount budgeted for the year, Chief Burbridge recommends we go out to bid for the office area this year and the apparatus bay for next year. BOARD AGREED.

GOOD OF THE ORDER: Nothing to report.

Meeting adjourned at 11:31 a.m.
Minutes prepared by: Lisa Brengan