

MASON COUNTY FIRE PROTECTION DISTRICT NO. 4

Fire Commissioners Meeting Minutes

March 21, 2018

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

MINUTES: Commissioner Plews **MOTIONED:** to approve the minutes of the March 7, 2018 regular meeting **SECOND:** Commissioner Hirschi. Unanimous vote. **Motion passes.**

COMMUNICATIONS: Campbell's has not been contacted yet regarding the June WFCA seminar, Lisa said she will contact them for room reservations. Region 9 meeting coming up on April 14, all 3 commissioners said they will attend, Lisa will send in registration. Received a thank-you letter from the United Way for our participation in their annual fundraising event.

CHIEF'S REPORTS:

Chief Burbridge:

- Reviewing PTE applications at the end of the month.
- SB 2576 was signed by the Gov. Section 7 move to strategic planning session.
- Strategic Plan date re-schedule.
- Little Creek Casino employee round robin training. March 26 and 27. All shifts.
- GEMT – Data is complete, deadline was moved forward.
- No additional movement on the PTSD draft policy, awaiting BOC thoughts.
- IAFF – update, Old Business.
- FD #5, #6, #11 ILA action.
- Brush Truck – Purchased, with delivery March 22.
- Grant writer update. 90% of requested data has been submitted. Should have everything she needs by the end of this week. Tele-conference 1000 hrs. date.
- IMS Committee is moving forward.
- Support for law enforcement, active shooter, resource officers to the School Board.
- IAFC 3rd Annual Symposium in the West, May 2-7 in AZ. Leadership, Retention, Fit for Duty, EMS future in the fire service, public service mental health. Great conference in the past.
- Facilities Use, Gym (Sta-47) Policy #7030 and waiver.

AC Jenkins:

- Established monthly shift CO meeting for purpose of better communication. Had first meeting March 20, 2018
- AC Jenkins, BC Seals, and Capt Sliva went to the donated house and began work on a training plan for the live fire. Sending out "save the date" info and rsvp to our personnel and the Chiefs of Dist 16 and Dist 13 for their people.
- FF Brandon Furrer and AC Jenkins will be doing some pub ed Friday March 23. Giving 4 children a ride to school on Jasmine; silent auction winner.
- Chief Burbridge and FF Wright to pick up new brush truck Thursday March 22.
- Quick progress being made on the current Ford brush truck with A and B shift working steadily on project.
- AC Jenkins tackling Risk Management plan/Health and Safety
- Total incidents through March 20, 2018: 268
- Total transports through March 20, 2018: 46
- Maintaining an on-duty paid staff of minimum 3

UNFINISHED BUSINESS:

IAFF: Chief Burbridge & Commissioner Hirschi have decided to consult with the district's attorney; he'd like a management "want list" from the commissioners; he's also working on comparables.

Strategic Plan: Workshop date changed to April 18 to begin at 8:00 a.m. before the regularly scheduled meeting at 3:00 p.m. at Station 41.

Grant writing: Michelle Mazzola has been hired and is currently working on the SAFER grant, Chief has a phone interview scheduled for later this morning to answer some questions.

Brush Truck: Chief Burbridge went to inspect the Ford F-450 in Burlington and put a purchase order hold on it; pick up date is March 22, 2018.

Chairman Bennett called an EXECUTIVE SESSION at 9:45 a.m. to discuss the performance of a public employee; Bennett announced the session would run until 10:00 a.m. In session were Commissioners Plews, Bennett, Hirschi and Chief Burbridge. At 10:00 a.m. Chairman Bennett announced the Commissioners were returning from EXECUTIVE SESSION where they discussed the performance of a public employee and no action was taken.

NEW BUSINESS:

Construction projects of interest: Now that the HVAC system is off the roof, it's time to get the roof at Station 41 re-roofed.

Commissioner Plews **MOTIONED:** to go out to bid to replace the roof at Station 41. **SECOND:** Commissioner Bennett. Unanimous vote. **Motion passes.**

Chief Burbridge passed out draft Policy #7030 concerning the district's workout facility at station 7 for review; after discussion, it was decided the facility will be for District 4 personnel only, no family or mutual aid partners. Chief will revise and bring it back next meeting.

GOOD OF THE ORDER:

Commissioner Plews reported on the Reader Board Committee: Secured \$2500 from Sierra Pacific and is still awaiting a response from OCCU. Received a bid of 15K to take down old sign and put up the new sign, 6ft x 30" in size.

Meeting adjourned at 10:22 a.m.
Minutes prepared by: Lisa Brengan