

MASON COUNTY FIRE PROTECTION DISTRICT NO. 4

Fire Commissioners Meeting Minutes

February 7, 2018

Chairman Bennett called the meeting to order at 7:11 a.m. Present: Commissioners Hirschi, Bennett & Plews. 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 \$119,082.18 vouchers 604001802 – 604001853, dated 1/19/2018; \$18,922.53 vouchers 604001854 - 604001873, dated 2/1/2018 were reviewed.

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

Collected Commissioners January time sheets.

COMMUNICATIONS: Received information on WFOA pre-conference class in Chelan; Lisa asked who will be attending – Commissioners Plews & Hirschi will attend, Bennett is unable to attend. Lisa will check to see if there are room reservations made, have not received any confirmations yet. Commissioner Hirschi may be unavailable for a month or so, will know by the end of the week so we can assign a different point for negotiations if needed.

ASSOCIATION REPORT: Highway clean-up is scheduled for February 24, 8am at Station 44. The Recruitment & Retention committee will meet following the highway clean-up.

CHIEF'S REPORTS:

Chief Burbridge:

- Vacation, return to work, and influenza events are in the past.
- Staff meeting with presentation of two programs.
- Employee evaluation program, Lexipol and State Chiefs.
- Pre-incident planning. The duty crews will address businesses first.
- PTSD Policy discussion with template policies.
- Explorer Post partnership increase. Squaxin Island has attempted to maintain an explorer post. The Sheriff's Office is supporting a three-way partnership. Discussion regarding their grant.
- Support letter Mary Prentice in her decision to become a fire chaplain. She will be a great asset and resource for the district and the county.

Unfinished Business:

- Strat Plan – Wildland season: Brush unit and seasonal hires.
- IAFF – Dates available for first meeting.

UNFINISHED BUSINESS:

Strategic Plan: Workshop date set for March 27, 8am-noon at Station 41.

Grant writing: Send "wish list" items to Lisa, some of this will come from the Strat Plan workshop.

IAFF: Chief Burbridge & Commissioner Hirschi are in process of choosing a date to begin negotiations. If Commissioner Hirschi is unavailable, Commissioner Bennett will be the alternate. Chief Burbridge is working on compiling comparable pay rates & contracts.

NEW BUSINESS:

Review facility use policy: Lisa prepared handouts with our current policy and State Rules, Regulations & Q&A's from the Liquor Control Board on different user permits so we have an idea of what we could incorporate into our use agreement and district policy. This information was for review, will re-visit.

Construction projects of interest: none to report.

AmeriCorps was discussed, it's been a successful program at NMRFA. Discussed AED training for the community and locating where the AEDs are in District 4. GEMT participants need to sign up this month, Lisa will look into what needs to be done. Commissioner Hirschi would like the NFA course information, Lisa will email it to him.

GOOD OF THE ORDER:

Upcoming vacation schedules were discussed for staff & commissioners.

Meeting adjourned at 8:50 a.m.
Minutes prepared by: Lisa Brengan