

MASON COUNTY FIRE PROTECTION DISTRICT NO. 4

Fire Commissioners Meeting Minutes

June 20, 2018

Chairman Bennett called the meeting to order at 3:00 p.m. Present: Commissioners Hirschi and Plews were present. Bob Burbridge was present as minute-taker.

MINUTES: Commissioner Hirschi **MOTIONED:** to approve the minutes of the June 6, 2018 regular meeting
SECOND: Commissioner Bennett. Commissioner Plews abstained and was excused from this meeting.
Motion passes.

COMMUNICATIONS: AC Jenkins shared a response from Addie, a student from Snohomish County who presented Mason County, and Fire District #4 in her class.

CHIEF'S REPORTS:

Chief Burbridge:

- CPS –with Traffic Safety Commission – Tribal Liaison, and Bonney Lake PD for tribal / fire service partnership for child safety. Car seat technician class will be held at the Kamilche Station, Sept. 7, 14, 21, with a car seat event on the 22nd. Little to no cost associated with this class.
- Final selection for PTE and Seasonal hires: PTE position to Joseph Leonard, and Seasonal appointment to Max Konrad.
- Addressing several tribal employees addressing a pool heat pump electrical fire at the casino.
- Working with casino security on opioid and tourniquet training items.
- ProPhoenix Admin training June 18 thru 20. Three draining classes with a ton of progress for the CAD system.
- Full scale exercise October 30.
- Homeland Region 3 generator grant. Two phase acceptance, with one generator going to Southside School.
- Blue Bear fire update
- Mason County Public Health Program – Opioids and Naloxone. Recommend entering a MOU with Mason County.
- AFG Grant with FD #13. Letter from BOC, approving additional funds to be spent. Recommend authorization for Chair to sign on behalf of the Board.
- Meeting scheduled for June 26 in regard to rescue resources. Invitees: FD 4,5,6, NMRFA, Sq PD, Skok PD, and SO. Current operational discussion.
- AFG – Michelle Additional AFG for ambulance vs. USDA
- Performance Evaluations: Consideration for a District adopted form.

Commissioner Bennett **MOTIONED** to authorize the Chair to enter into a MOU with Mason County Public Health in regards to the Opioid Response Plan. **SECOND** by Commissioner Plews. **MOTION PASSED.**

Commissioner Bennett **MOTIONED** to authorize Chief Burbridge to utilize the remaining 2016 AFG funds, up to \$53,687.00. **SECOND** by Commissioner Plews. **MOTION PASSED.** A letter of this motion will be sent to Mason Fire #13 for their records.

AC Jenkins:

- Sample ID card mocked up in software. There is the capability to upgrade software to varying degrees of safety and technology. \$\$
- New part-time employee Joseph Leonard (MCMO) started orientation shifts June 15, 2018. He has 4 more orientation shifts (8 hr shifts) before first 24 on June 27 (C2).

- Max Konrad (new seasonal) will begin June 26 with an orientation shift from 1100-2100 and will begin his regular shifts June 30. Max will work Saturday, Sunday, Monday, and Tuesday 1100-2100 with wildland as his emphasis.
- Colton Schmidt (new seasonal) will begin July 6, no orientation shift necessary. Colton will work Thursday, Friday, Saturday, and Sunday 1100-2100 with wildland as his emphasis.
- Have a small list of people willing to Mobe out this season at varying times and people willing to backfill shifts. Minimal response to email, will be tracking down face to face. No monthly shift CO meeting this month as call volume dictated meeting wouldn't be beneficial with people absent. Will schedule next several months again, calls dictating whether meeting is held as always.
- We can borrow LCCR/Squaxin Is Tribe scissor lift any time we want, just need to arrange time to pick it up with our trailer. We can use it at 44 and 46. Gutter cleaning, light repair, general cleaning will take place.
- District 4 was invited to participate in the Squaxin Is Tribe's Health and Wellness Fair this Friday. Dist 4 will be providing pub ed fire safety information, bike helmets, and rigs to show.
- Part-time shift schedule change was announced via email yesterday. Part-time personnel will shift to a 48 hr shift every other shift. This will allow for better shift continuity and condensed travel time for our personnel who do not live in Mason County. So far one response and it's positive. Sent out explanation, shift calendars, and free shift calendar app that I already installed Mason Fire District 4 new schedule on for clarity.
- Jeremiah Bishop and AC Jenkins conducted a test run of what a rescue might look at with the Rhino at Squaxin Childcare Center. They are looking at becoming one of ten outdoor childcare centers in the state.
- Had a request to see if Dist 4 could conduct a practice burn at another house. Had to decline due to large environmental and safety issues.
- Total incidents through June 19, 2018: 609
- Total incidents through June 19, 2017: 577
- Total transports through June 19, 2018: 89
- Total transports through June 19, 2017: 27
- Maintaining an on-duty paid staff of minimum 3

UNFINISHED BUSINESS:

IAFF update: Recent meeting made good progress.

NEW BUSINESS:

The Board opened five bids for a roofing project at the Arcadia Station. Following discussion and research of the businesses, their product, warranty, cost, community status: Commissioner Bennett **MOTIONED** to award the bid to Ascend Roofing. **SECOND** by Commissioner Plews. **Motion Passed 3-0.**

Chief Burbridge presented several employee evaluation templates for Board review. Consideration for a District approved form. Tabled.

At 1635 hrs. the Chair called for an Executive Session, to discuss the performance of a public employee, for 30 minutes. In session were the Board, Chief Burbridge, and AC Jenkins. The Board returned to regular session at 1705 hrs. No action.

The regular meeting was adjourned at 1705 hrs.