

**MASON COUNTY FIRE PROTECTION DISTRICT NO. 4
FIRE COMMISSIONERS MEETING AGENDA**

Wednesday, September 1, 2021 @ 3:00 p.m.

In-person or Zoom

CALL TO ORDER:

PUBLIC COMMENTS:

MINUTES: Regular meeting August 18, 2021

FINANCIALS: approval of vouchers

Commissioners turn in **August** timesheets.

COMMUNICATIONS:

- Commissioners
- Chief/Assistant Chief
- Office Manager

CHIEF'S REPORT:

- Chief Burbridge
- AC Jenkins

UNFINISHED BUSINESS:

- 2022 Budget
- Squaxin Tribal relations
- Strategic Plan

NEW BUSINESS:

GOOD OF THE ORDER:

MASON COUNTY FIRE PROTECTION DISTRICT NO. 4

Fire Commissioners Meeting Minutes – **Via Zoom**

September 1, 2021

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

PUBLIC COMMENTS: None

MINUTES:

Commissioner Hirschi **MOTIONED:** to approve the minutes of the August 18, 2021, regular meeting
SECOND: Commissioner Plews. Unanimous vote. **Motion passes.**

ASSOCIATION: meeting postponed

IAFF REPORT: No report. Contract negotiations will begin in October.

FINANCIAL REPORT: Expense accounts payables in the amount of \$104,943.51 vouchers 604005283 – 604005316, dated 8/25/21; were reviewed.

Commissioner Hirschi **MOTIONED:** to approve payment of vouchers as presented. **SECOND:** Commissioner Bennett. Vote: 2 In-favor, 1 Abstain. **Motion passes.**

COMMUNICATIONS: Chief Burbridge briefed the commissioners on a response plan for an address experiencing a neighbor-dispute; Chief will email the commissioners the plan, so they are current on the situation.

CHIEF'S REPORTS:

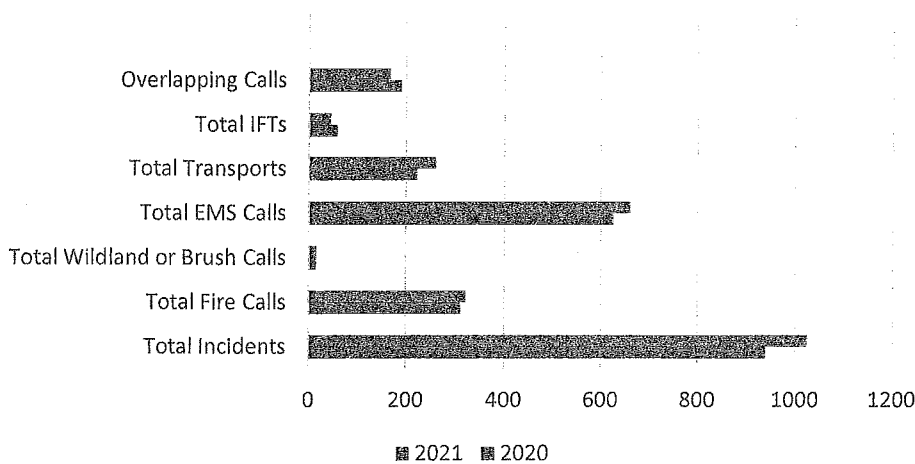
Chief Burbridge:

- Association E-Board membership(s) AC and I will complete our tenor with EMS Council as E-Board members at the end of 2021. I will complete my tenor with the Chief's Association as secretary, also at the end of 2021.
- September 7th, WSRB will be in-house for review. Much of the work has been completed virtually. Attendees: Chief, AC, captains. Following will be a CO meeting for all admin. Also, an AFLAC rep will present their program if a board member is interested.
- Any thoughts or questions regarding COVID and/or policy? (Eastside documents via AC)
Chief Burbridge recommends discussing this with IAFF local and the possibility of streamlining the approach. **BOARD AGREED.**
- Taniant Agreement for the balance of 2021. (Strategic Planning efforts) Recruitment efforts, scheduled social media releases, Content design for the newsletter. \$500/month. Recommend moving forward to increase our presence to the community. **BOARD AGREED**, through the end of the calendar year.
- Additionally, thank you to FF Leonard for his continued posting on our Facebook page.
- Squaxin Island is expanding their tiny home neighborhood to include tapping into current and previous water system. They will be up to 12 with Phase 2.
- Overall budget for 2022 is in rough draft. More notes that dollars, many lines are zero based and will not see much change. Awaiting CO meeting, budget meeting and negotiations for final.
- The fire district has suspended inter-facility transfers due to minimum staffing. This will continue until the end of this month. This may work in our favor for local/mutual aid GEMT transports.
- Recruitment efforts have brought a few applicants in, we have scheduled ride-a-longs for initial interviews. Linda can expand if needed. Value based applicants must override quantity of personnel.

AC Jenkins:

Mason County Fire District 4	2020	2021
Total Incidents	939	1026
Total Fire Calls	313	323
Total Wildland or Brush Calls	15	16
Total EMS Calls	626	661
Total Transports	223	261
Total IFTs	59	46
Overlapping Calls	190	167

MF4 Call Stats YTD - Current vs Previous Year



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OPERATIONS – Top calls: Sick Person, Breathing Problems, Falls. Compared to this time last year the volume of these three types of calls total is up 31%.

Personnel: Applications are coming in and experiencing a ride-along, currently for part time positions.

Safety: Nest Safety Meeting scheduled for September 9, 1300 hours.

Facilities: Addressing minor fixes around stations; addressing safety concerns.

Training: Transitioning this last quarter of the year to Fall/Winter preparedness fire training. Chimney fires, gas detection (carbon monoxide), cold weather difficulties, etc.

Vehicles: E14: towed to Olympia Fire; B4: has a recall on it and is at Gillis for the work; C9 & C10: serviced by Frontier Automotive and in service.

UNFINISHED BUSINESS:

Squaxin Tribal Relations, 2022 Budget and Strategic Plan: will be discussing in Budget meeting on Sept. 15.

NEW BUSINESS:

Good of the Order:

Chairman Bennett called an EXECUTIVE SESSION at 3:35 p.m. to allow Chief Burbridge to update the Board on personal issues; Bennett announced the session would run 5 minutes. In session were the commissioners, and Chief Burbridge. At 3:35 p.m. the Commissioners and Chief finished their discussion and ended the Zoom session.