

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

Wednesday, April 21, 2020 @ 8:00 a.m.  
In-person or via ZOOM

**CALL TO ORDER:**

**PUBLIC COMMENTS:**

**MINUTES:** Regular meeting April 7, 2020

**COMMUNICATIONS:**

- Commissioners
- Chief/Assistant Chief
- Office Manager

**CHIEF'S REPORT:**

- Chief Burbridge
- AC Jenkins

**UNFINISHED BUSINESS:**

- Office Assistant
- Squaxin Island MOA & Lease Agreement

**NEW BUSINESS:**

- Construction projects of interest
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**GOOD OF THE ORDER:**

**BVFF MEETING: VOUCHERS**

**MASON COUNTY FIRE PROTECTION DISTRICT NO. 4**

Fire Commissioners Meeting Minutes

April 21, 2021 **In-person or via Zoom**

Chairman Bennett called the meeting to order at 8:00 a.m. Present: Commissioners Hirschi, Bennett, and Plews.

**MINUTES:**

Commissioner Hirschi **MOTIONED:** to approve the minutes of the April 7, 2021 regular meeting **SECOND:** Commissioner Bennett. Unanimous vote. **Motion passes.**

**COMMUNICATIONS:** Chief Burbridge reported two thank-you notes received; one from District 11 for our participation in the fire at the Port of Shelton and the other from a resident on Teagle. Bloodworks NW is short on blood donations, you may donate if you've had the COVID vaccine, there are rumors that you cannot, so they are in need of donors.

**CHIEF'S REPORTS:**

**Chief Burbridge:**

- Lexipol: Initial batch has been sent out for comment. Next (Lexipol) meeting will include the process to push policies out to the membership. Phone app will allow review once there is subject uploaded.
- Station 41 generator: Awaiting Watson's Diesel arrival. Standing by.
- Fleet maintenance: Further discussions with Olympia Fire. Three reports have been completed (By their mechanic) awaiting city approval. OFD's goal is to have approval for one additional FTE in their mechanic shop.
- Without objection of the board, I am relaxing the restriction of state mobilization for the upcoming fire season. PPE has been issued and Capt. Biehl and his crew have placed our brush units in service.

**BOARD AGREED**

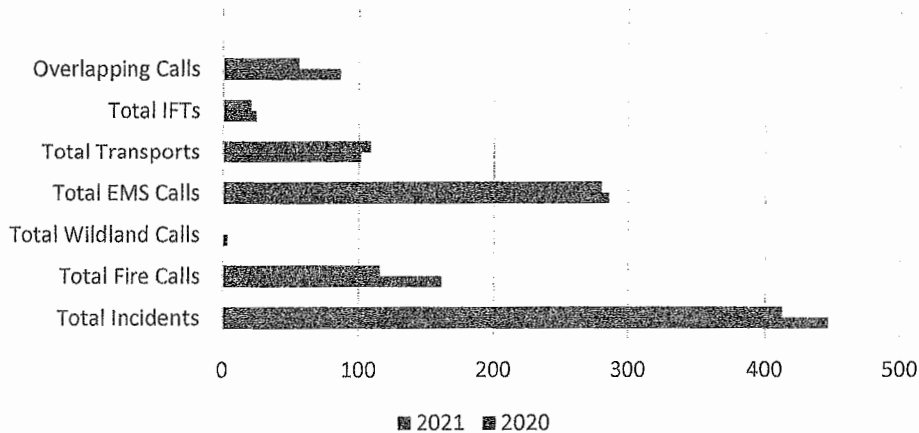
- Kamilche Point Road wildland fire (4/16): On arrival, clear cut fire 200X200 and spreading. Area homes protected via fireline and helo-operations. Fire district crews and apparatus were hired for the night. No DNR engines in service until next month. Hand crew arrived for assistance. A generous citizen picked up the bill for rehab (Subway.) We are reverse engineering contact for a district coin.
- Walker Park house fire (4/18): Small residential structure, occupants evacuated without injury. Total loss and the cause is under investigation.
- Capt. Walton is moving forward with his fire investigation task book. Currently, investigating multiple fires, and this is compensated through the county chiefs and Mason Co.

**AC Jenkins:**

Mason County Fire District 4	2020	2021
Total Incidents	447	413
Total Fire Calls	162	116
Total Wildland Calls	4	1
Total EMS Calls	285	280
Total Transports	102	109
Total IFTs	25	21
Overlapping Calls	86	56



## MF4 Call Stats YTD - Current vs Previous Year



**OPERATIONS** – Unseasonably warm weather. Temporary County and DNR burn ban in place. One large in district brush fire. We have the most amazing personnel at MF4. The teamwork, district pride, integrity, and dedication shown working through issues is amazing.

### **UNFINISHED BUSINESS:**

**Office Assistant:** Chief handed out his draft job announcement, still looking at comparable for pay scale. Will be advertising through: Chamber of Commerce, Social Media, State Chiefs, and business networks. Will begin advertising soon.

**Squaxin Island MOA & Lease Agreement:** Chief drafted a letter to Ray Peters, will send to commissioners again for final draft approval and get it sent off.

**Chief evaluation:** Signed with a reply, delivered to Chairman Bennett.

Meeting adjourned at 8:30 a.m.  
Minutes prepared by Lisa Brengan

*Curtis W. Bennett*  
*Ray Peters*  
*Lisa Brengan*