

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

Fire Commissioners Meeting Minutes

November 27, 2019

Chairman Plews called the meeting to order at 9:00 a.m. Present: Commissioners Hirschi and Plews, and Bennett. Lisa Brengan was present as minute-taker.

### **MINUTES:**

Commissioner Hirschi **MOTIONED:** to approve the minutes of the November 6, 2019 regular meeting  
**SECOND:** Commissioner Plews. Unanimous vote. **Motion passes.**

**COMMUNICATIONS:** The district received a thank-you note from Cowlitz 2 for attending the funeral for their fallen firefighter.

**ASSOCIATION REPORT:** The re-organization committee is meeting on December 10. Christmas party is December 3<sup>rd</sup> at 6:00 pm.

### **CHIEF'S REPORTS:**

#### **Chief Burbridge:**

- Successful return from vacation. What a great time!
- PTE appointments to five new members, orientation scheduled for December 6<sup>th</sup>, 1000-1400 hrs @ 41
- Policy update: Updating Policy #2310, one-year probation. Moving Guideline #4100 Vehicle Safety Standards to Policy #2365 to address WAC mandated driver's training.
- Macecom Communication Trailer is being housed at Sta 44
- New website design near completion, awaiting credentials for Dream Host
- Pumpkin Carving Event update
- Budget update items:
  - D/C Seasonal positions, 20K
  - D/C Resident Program, new staffing at Station 44
  - EMS Council increase to \$3700
  - 1<sup>st</sup> half CPI @ 2.2%, admin line items depict 2.2% COLA.
  - Request a 2% merit raise for the admin team

#### **AC Jenkins:**

- Total incidents through November 27, 2019: 1263
- Total incidents through November 27, 2018: 1288
- Total transports through November 27, 2019: 224
- Total transports through November 27, 2018: 159
- Total EMS calls through November 27, 2019: 749
- Total EMS calls through November 27, 2018: 736
- 12 Inner Facility Transfers (IFTs)
- Ladder truck is back from shop; at 44 ready to continue with training.
- New Aid is at 44. Captain Biehl is getting tools on board and FF Carpenter is getting aid equipment on. Personnel have been conducting driver training on apparatus.
- 5 new hires will attend an orientation December 6, 2019.
- MF4 will be hosting an ISO class Jan 11 & 12, 2020 at Station 44 taught by Deputy Chief Dave Van Valkenburg of Kirkland Fire.
- Mutual aid drill Tuesday Nov 19 taught by AC Juarez of Central Pierce Fire and Rescue had representatives from 3 local departments. Continuing to work on more mutual aid participation.

**UNFINISHED BUSINESS:** Will review the WFCFA Conference at the next meeting. Next meeting is moved from 8:00 am to 9:00 am on December 4, 2019.

**NEW BUSINESS:**

2020 Budget hearing:

Commissioner Bennett **MOTIONED:** to add 2% merit pay to the 2.2% CPI increase for admin staff.

**SECOND:** Commissioner Plews. Unanimous vote. **Motion passes.**

Commissioner Hirschi **MOTIONED:** to update the PTE pay scale effective January 1, 2020. **SECOND:** Commissioner Bennett. Unanimous vote. **Motion passes.**

Commissioner Hirschi **MOTIONED:** to adopt Resolution #186 to levy a 2.82% increase for the 2020 tax year for the Fire tax, this includes “banked capacity” uncollected levies from previous years. **SECOND:** Commissioner Plews. Unanimous vote. **Motion passes.**

Commissioner Hirschi **MOTIONED:** to adopt Resolution #187 to levy a 2.58% increase for the 2020 tax year for the EMS tax, this includes “banked capacity” uncollected levies from previous years. **SECOND:** Commissioner Plews. Unanimous vote. **Motion passes.**

Meeting adjourned at 10:01 a.m.  
Minutes prepared by Lisa Brengan