

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

Fire Commissioners Meeting Minutes

August 7, 2019

Chairman Plews called the meeting to order at 3:00 p.m. Present: Commissioners Plews & Hirschi. Excused: Commissioner Bennett

**MINUTES:** Commissioner Hirschi **MOTIONED:** to approve the minutes of the July 17, 2019 regular meeting as presented. **SECOND:** Commissioner Plews. Unanimous vote. **Motion passes.**

### **COMMUNICATIONS:**

WFOA Fall conference discussion.

Commissioners Hirschi and Plews presented their time sheets.

### **ASSOCIATION REPORT:**

- E-49 sold to Brandon Furrer for \$1200.00
- Numerous address marker orders have come in
- Assoc. President added to Assoc. Committee. A Special Commissioner's Meeting will be held August 27, 2019 6:00 p.m. at Arcadia Station for Assoc. Committee business.
- Captain Sliva discussed the strong possibility of a Squaxin LCCR Golf Tournament to raise funds for PPE.(Second pair of bunkers, "Healthy In and Healthy Out."

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

#### **Chief Burbridge:**

- Records request near completion. Several labor hours to complete.
- Squaxin Island Tribal CERT class involvement with operations pending discussion
- NMRFA best practices, Chief Bakken on vacation, has accepted invitation
- Fire/EMS and Coroner's Office efficiencies.
- County Fire Marshal proposal
- Mobilization to date
- Truck logo, pending smudging/blessing, will be announced
- Career Fair, Squaxin
- Suicide Prevention / Community Fair
- Capt. Sliva Chair of Golf Tourney Committee
- WOST work and presentation letter
- Vacation slated for November 6-22
- Discussion and Date items:
  - Sensing session with all personnel
  - Update Strat Plan with all personnel, district all hands meeting
  - Budget Workshop
  - Tammy Newton proposal
  - Assoc. Committee

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### AC Jenkins:

- Total incidents through August 7, 2019: 821
- Total incidents through August 7, 2018: 830
- Total EMS calls through August 7, 2019: 489
- Total EMS calls through August 7, 2018: 502
- Total transports through August 7, 2019: 111
- Total transports through August 7, 2018: 111
- First quarterly evaluations of new full-time employees is now in progress
- Training plan for Truck 44:
  - AC Creekmore from DuPont agreed to come in September and give an introduction/lesson to the ladder part of the truck
  - Next two months of training is EVIP training everyone on E10 and the start of pumps training on E10.
  - Working on a pumps task book to ensure everyone trained on E10 before working on T44.
  - Will be having an officers meeting in September to discuss T44 training and T44 uses. Looking at 300 hours minimum overall including using E10.

### UNFINISHED BUSINESS:

**Re-designing Volunteer/Report from Committee** – Next meeting as noted above.

**Open House Review:** Discussion on the success of the Open House. Consensus to regularly hold this type and style of event.

**Payroll discussion:** Discussion of personnel labor time and BIAS vs. 3<sup>rd</sup> party assistance. Tabled.

**Volunteer Committee:** Tabled

### NEW BUSINESS:

Strategic Planning discussion: Lively discussion ensued.

Following discussion of Strategic Plan Review, Sensing Session with all personnel, Budget Workshop, Campaign proposal, and Assoc. Committee update, timelines were agreed upon.

- Chief Burbridge will present a draft 2020 Budget at next BOC Meeting.
- Membership roster will be presented at the next meeting to assign personnel to admin to begin sensing sessions.
- Next meeting will set a Strategic Planning session date.
- Next meeting will set a Budget Workshop date. (Possibly October 2<sup>nd</sup> regular meeting vs. offsite)
- Next meeting will review Campaign proposals.

**GOOD OF THE ORDER:** To date, fires have remained under control.

Meeting adjourned at 4:17 p.m.  
Minutes prepared by: Bob Burbridge