

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

Wednesday, August 4, 2021 @ 3:00 p.m.

**In-person or Zoom**

**CALL TO ORDER:**

**PUBLIC COMMENTS:**

**MINUTES:** Regular meeting July 21, 2021

**FINANCIALS:** approval of vouchers

Commissioners turn in July timesheets.

**COMMUNICATIONS:**

- Commissioners
- Chief/Assistant Chief
- Office Manager

**CHIEF'S REPORT:**

- Chief Burbridge
- AC Jenkins

**UNFINISHED BUSINESS:**

- Squaxin Tribal relations
- Strategic Plan

**NEW BUSINESS:**

- Construction projects of interest
  - Executive Session – discuss performance of a public employee
- 

**GOOD OF THE ORDER:**

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

Fire Commissioners Meeting Minutes – **In-person or Zoom**

August 4, 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:** Chief Corey Rux & Assistant Chief Rudolph, Griffin Fire. Introduction to BOC

**MINUTES:**

Commissioner Plews **MOTIONED:** to approve the minutes of the July 21, 2021, regular meeting **SECOND:** Commissioner Hirschi. Unanimous vote. **Motion passes.**

**ASSOCIATION:** meeting was postponed

**IAFF REPORT:** Contract negotiations will begin in October; Chief Burbridge and Commissioner Hirschi will be the admin team working on the contract.

**FINANCIAL REPORT:** Expense accounts payables in the amount of \$54,986.03 vouchers 604005188 – 604005224, dated 7/8/21; \$104,603.57 vouchers 604005225 – 604005258, dated 7/31/21; \$28,694.37 vouchers 604005259 – 604005282, dated 8/3/21 were reviewed.

Commissioner Hirschi **MOTIONED:** to approve payment of vouchers as presented. **SECOND:** Commissioner Plews. Unanimous vote. **Motion passes.**

2021 Quarter 2 expenditures were handed out for review.

**COMMUNICATIONS:** Commissioner Bennett was contacted to let him know the roof at Station 5 is “rough”; facilities will be included in the upcoming strategic plan and this will be addressed.

**CHIEF’S REPORTS:**

**Chief Burbridge:**

**LE changes/Training scheduled:**

The Sherriff’s Office will be present prior to regular chief’s meeting to discuss and stay on top of recent changes and stay ahead of policy and guideline changes.

Recent captains meeting discussed solutions to our operations that will assist crews with information and help create a risk assessment at incidents.

Partnerships: Chief Deputy Ryan Spurling, Dr. Jim States and News Director Jeff Slakey and I have met and continue the planning for a de-escalation training video. Ideas for content and context continue to grow and I foresee this to be completed this month. I am excited on how this project has grown in depth.

**LCCR:** Recently met with their new facilities manager. Expansion to the boardwalk area. Thank you to Keith Reitz of CMFE, John Taylor, Squaxin Fire Marshal and AC Jenkins for their additional insight and pre-planning to maintain fire and life safety.

**Macecom Fees,** Chief Loerstcher is the chief’s rep for the Macecom Board. He is seeking input regarding 2022 fees. I have no issue with the modest increase.

**Policy #2191 – Injury / Illness Reporting** Recent injury during SORT training to one of our personnel sheds light on the level of care for injuries. Recommend changes to include evaluation at a Level 4 hospital or greater unless authorized by supervisor, for lesser level of care.

**Budget Meeting Scheduling** – Initial work is being introduced to the file from operations. Early September meeting?

**Strategic Planning Scheduling** – October or later?

**Squaxin Agreement-** Awaiting word on the ETA for the Ice Berg project. Then we can schedule a visit to tribal council. Also, is there a commissioner that wishes to attend Services Contract discussion or do you seek the chief to handle?

**IAFF Negotiations** – Brief discussion regarding scheduling #2 contract this coming

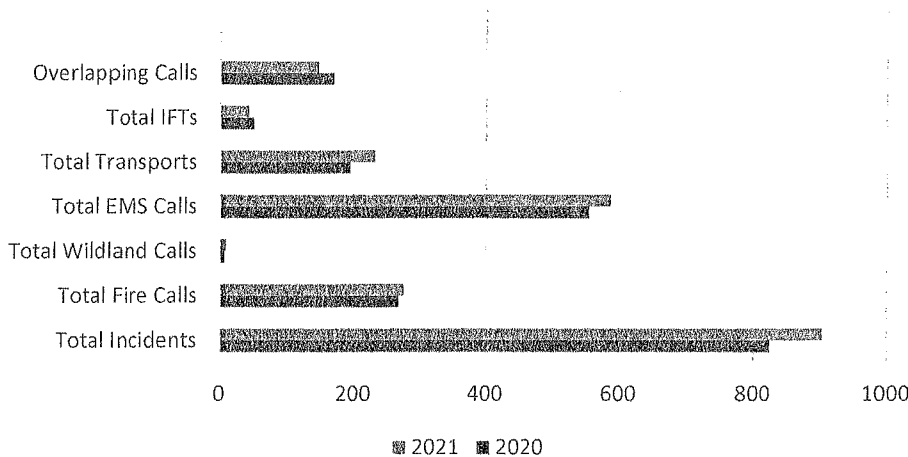
Promotion to Captain Ceremony: Angus Carpenter – Oath given by the Chair, pinned by his mom Amy Carpenter. Congratulations Captain Carpenter!

**AC Jenkins:**

Mason County Fire District 4	2020	2021
Total Incidents	826	905
Total Fire Calls	270	278
Total Wildland Calls	8	10
Total EMS Calls	556	588
Total Transports	196	232
Total IFTs	51	44
Overlapping Calls	170	147

*Sam Jones*  
*Jenkin 10/1/21*

MF4 Call Stats YTD - Current vs Previous Year



**OPERATIONS –**

**Personnel:** Taj McGhee and Nic Jenkins went on their first Mobe July 23, returned July 30. Went out with CMFE truck so they could get experience. Northrup Fire, Hazard Hill Fire, Nelson Creek Fire. Captain Sliva is now also available to Mobe. Once B4 back in service we have full crew and truck to send.

**Safety:** Safety meeting scheduled for Friday, Aug 6, 1100 hrs station 44.

**Facilities:** no new updates

**Training:** District officers met Aug 3 to discuss new procedures regarding calls that law is not automatically dispatched to anymore. Came to a consensus regarding how MF4 will proceed and discussed future training. Officers will be discussing changes with their crews as will AC at shift changes.

**Vehicles:** A8: Watsons still needs to complete job, waiting on gauges; A7: in service as A46; E12 in service as 1<sup>st</sup> out; E14: OOS, OFD looking at tomorrow here; E10: in service as backup; B4: back at Olympia Fire for repair, part arriving today, hopefully pick up Aug 5.

**UNFINISHED BUSINESS:**

Squaxin Tribal Relations: Chief Burbridge and Commissioner Bennett will work on the new agreement with Squaxin as the current agreement is about to expire.

**NEW BUSINESS:**

**Construction projects of interest:** none mentioned

**Good of the Order:** restructuring the hardware on the station doors.

**2022 Budget:** Budget meeting will be following our 2<sup>nd</sup> September meeting, September 15.

Chairman Bennett called an EXECUTIVE SESSION at 3:50 p.m. to discuss the performance of a public employee; Bennett announced the session would run 30 minutes. In session were the commissioners, and Chief Burbridge. At 4:20 p.m. Chairman Bennett announced the Commissioners were returning from EXECUTIVE SESSION where they discussed the performance of a public employee, and no action was taken.

Meeting adjourned at 4:20 p.m.  
Minutes prepared by Lisa Brengan

*Liam P. Lewis*  
*Featuring K.H.*