



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

2970 S.E. ARCADIA ROAD • SHELTON, WASHINGTON 98584
Phone (360) 426-7222 • Fax (360) 427-6120 • www.masonfire4.com

April 4, 2022

REGULAR MEETING CHANGE NOTICE

The Mason County Fire District #4 Board of Commissioners changed their regular meeting scheduled for Wednesday, April 6th at 9:00 a.m. to Wednesday, April 13th at 9:00 a.m. to accommodate commissioner & personnel schedules.

Meeting held in person, may also be attended via Zoom.

ZOOM meeting room: 596-196-1523

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

Wednesday, April 13, 2022 @ 9:00 a.m.

In-person or Zoom

CALL TO ORDER:

PUBLIC COMMENTS:

MINUTES: Regular meeting, March 16, 2022

FINANCIALS: approval of vouchers

Commissioners turn in **March** timesheets.

COMMUNICATIONS:

- Commissioners
- Chief/Assistant Chief
- Office Manager

ASSOCIATION REPORT:

IAFF REPORT:

CHIEF'S REPORT:

- Chief Burbridge - vacation
- AC Jenkins

UNFINISHED BUSINESS:

- Squaxin Tribal relations
- Strategic Plan
- Lid lift

NEW BUSINESS:

GOOD OF THE ORDER:

BVFF MEETING FOLLOWING

MASON COUNTY FIRE PROTECTION DISTRICT NO. 4

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

April 13, 2022

Chairman Plews called the meeting to order at 9:06 a.m. Present: Commissioners Plews, and Hirschi. Commissioner Bennett will arrive late. Lisa Brengan was present as minute-taker.

MINUTES:

Commissioner Hirschi **MOTIONED:** to approve the minutes of the March 16 regular meeting as presented **SECOND:** Commissioner Plews. Unanimous vote. **Motion passes.**

FINANCIAL REPORT: Expense accounts payables in the amount of \$11,787.24 vouchers 604005795–604005811, dated 3/14/22; \$128,978.00 vouchers 604005812 – 604005850 dated 3/22/22; \$15,178.99 vouchers 604005851 – 604005865 dated 4/1/22; were reviewed.

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

COMMUNICATIONS: Commissioners Plews and Hirschi both received phone calls from Commissioner Creighton from FD3.

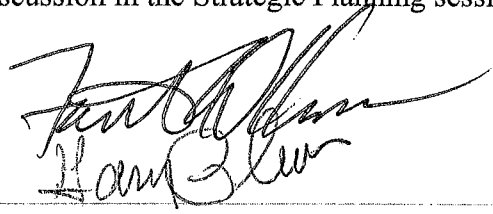
ASSOCIATION REPORT: Association will be a topic of discussion in the Strategic Planning sessions.

IAFF REPORT: Captain Walton, nothing to report.

Commissioner Bennett arrived.

CHIEF’S REPORTS:

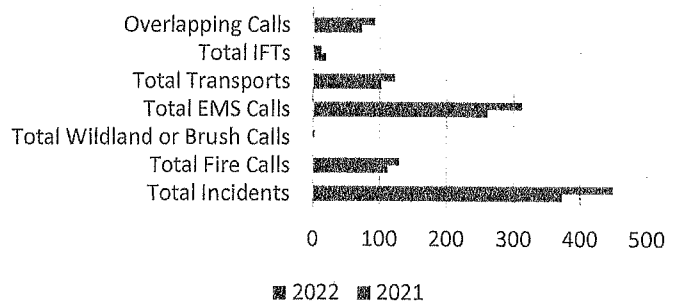
Chief Burbridge – on vacation.



AC Jenkins:

Mason County Fire District 4	2021	2022
Total Incidents	373	450
Total Fire Calls	112	129
Total Wildland or Brush Calls	0	2
Total EMS Calls	261	312
Total Transports	102	122
Total IFTs	20	13
Overlapping Calls	73	92

MF4 Call Stats YTD - Current vs Previous Year



ADMINISTRATION

- A7: Signed an ILA with Griffin Fire Department for use of an ambulance on temporary basis. Ambulance is covered under our insurance and everything is as if we own it – we are responsible for its proper use and all items that were aboard it when borrowed. We thank Griffin Fire for helping us in our time of need. A7 is at Titus Will where it was diagnosed with DEF in the diesel tank. We have an estimate and work needed report has been passed to our insurance company along with a brief incident report. Waiting to hear result of insurance claim.
- Approved work on A8 and B4 . B4 is complete and in service. A8 is now being worked on. Most of work is under warranty repair.
- **SURPLUS E6**.consideration: Pump packing is shot; battery dead. Cost benefit analysis needed. An engine in app bay serves no purpose especially when OOS. Per WSRB a station with an engine and no volunteers costs district money and doesn’t help rating. Will ask OFD for estimate of repair costs.

- **BOARD AGREED TO SURPLUS E6**
- **SURPLUS PAGERS:** Motorola Minitor V pagers that do not work and are of no value to the district. Surplus: A03kms9239bc, A03kms7238bc, A03kms7239bc, A03kms9238bc. **BOARD AGREED TO SURPLUS 4 MINITOR5 PAGERS.**
- Station 43: bulk items. Willing to let officers look through 43, keep items of value to district and surplus rest? **BOARD REQUESTED A LIST OF ITEMS TO SURPLUS.**

OPERATIONS

Safety: Received grant award for extractor. The Ready Rack 22 Extractor will be delivered April 13. Will not be used until training plan developed (already completed) and personnel are training on its use (FIIRE LNI requirement). Safety meeting scheduled for Thursday April 14 at 1100 hours, blue room at 44: will discuss A7 incident and any other issues. Remember to send all safety items to safety@masonfire4.com SIP (Safety Improvement Plan) turned into FIIRE LNI regarding Carcinogen Exposure and Musculoskeletal Safety Improvements. MF4 will receive EMS DOH grant around June and will purchase Samson Straps to help prevent FF/EMT injuries from lifting patients who've fallen. Continuing work on Return to Work program and Accident Prevention Program.

Personnel: Remain at full staffing except for several Kelly Days per month for 12 hours at a time. One firefighter out with injury for unknown length of time. FF will work on light duty.

Vehicles: B4 back from Gillis and in service. A8 at Gillis – most work is covered under warranty, various oil and DEF leaks, several weeks for repairs. A7 is at Titus Will – has DEF in the diesel. CO meeting officers looked at current procedures regarding DEF, discussed changes, will go through safety committee meeting also.

Facilities: Working on station clean up and reorganizing. Make best use of space.

Training: Will begin wildland refresher training for current Red Card holders this month. Five new members of MF4 will complete their red card training by May 14.

UNFINISHED BUSINESS:

Squaxin Tribal Relations: Chief Burbridge continues to work with the Tribe on the Station 44 house issues.

Strategic Plan: April 20 will be our 2nd planning meeting covering opportunities/challenges/threats, will end by noon.

Lid Lift: Commissioner Bennett **MOTIONED:** to place Lid Lift for full \$1.50 on the August 2022 ballot.

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

Tasks associated with the Levy were assigned; Commissioner Hirschi wants to oversee publications; Captains Walton & Leonard will handle social media and website postings; Commissioner Plews will be in charge of signage; Lisa will handle the message and printed items as well as public relations; Commissioner Bennett will be the face for interviews, etc.

May 3rd meeting will have the Resolution prepared for review, it needs to be filed with the County by Friday, May 13, 2022.

NEW BUSINESS:

Chief's Retirement: Chief Rux meets with his board tomorrow, we will know for next meeting what direction we will take with possible ILA. Breakfast honoring Chief Burbridge will be April 20 at the beginning of the normal meeting, let Lisa know who you invite.

AC Jenkins would like to begin a 4-10 workweek beginning immediately. **BOARD AGREED.**

Discussion took place regarding hall rentals, if we raise the rate, we can hire a professional to clean the building quarterly or less, depending on the need/use.

Commissioner Bennett **MOTIONED:** to set the hall rental rate at \$125 and the refundable cleaning/damage deposit to \$125. **SECOND:** Commissioner Plews. Unanimous vote. **Motion passes.**