

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

Wednesday, October 7, 2020 @ 3:00 p.m. via Zoom

**CALL TO ORDER:**

**PUBLIC COMMENTS:**

**MINUTES:** Regular meeting: September 16, 2020

Collect Commissioner time sheets for September

**ASSOCIATION REPORT:**

**IAFF REPORT:**

**FINANCIAL REPORT:**

- Vouchers
- Quarterly Report

**COMMUNICATIONS:**

- Commissioners
- Chief/Assistant Chief
- Office Manager

**CHIEF'S REPORT:**

- Chief Burbridge
- AC Jenkins

**UNFINISHED BUSINESS:**

- EMS Levy - strategy

**NEW BUSINESS:**

- Construction projects of interest
- ~~Executive Session - personnel~~

**GOOD OF THE ORDER:**

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

Fire Commissioners Meeting Minutes – **via Zoom meetings**  
October 7, 2020

Chairman Hirschi called the meeting to order at 3:00 p.m. Present: Commissioners Hirschi, Bennett and Plews; Lisa Brengan was present as minute-taker.

**PUBLIC COMMENTS:** None

**MINUTES:**

Commissioner Bennett **MOTIONED:** to approve the minutes of the September 16, 2020 regular meeting  
**SECOND:** Commissioner Plews. Unanimous vote. **Motion passes.**

**ASSOCIATION REPORT:** First in-person meeting since COVID took place this month. Engine 49 was sold for \$1200; Colleen is working on Christmas families with Southside School; nominations for 2021 officer positions will be taken at the November meeting.

**IAFF REPORT:** none present

**FINANCIAL REPORT:** Expense accounts payables in the amount of \$20,795.49 vouchers 604004409 – 604004426, dated 9/4/20; \$5681.90 vouchers 6040044427 – 604004435, dated 9/11/20; \$129,428.54 vouchers 604004436 – 604004479, dated 09/29/20; were reviewed.

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

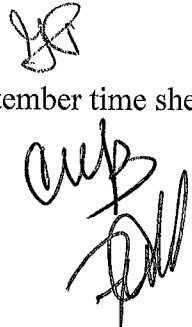
Quarter 3 financial reports were reviewed and discussed. Commissioners will send September time sheets to Lisa via email or text.

**COMMUNICATIONS:** received a thank-you card from a resident of Maple Glen.

**CHIEF'S REPORTS:**

**Chief Burbridge:**

- Newly hired personnel. Nate Jonson, PTE was appointed FTE FF Probationary and Jerimiah Bishop was appointed PTE. Brett Bishop (Former commissioner) is beaming with pride.
- Mason County is in Phase 3 allowing in-person government meetings. Discussion regarding meetings and hall rental. Suggestion(s) Move forward with District Phase 3 Safety Plan. Consider environmental services following any public use of District Facility, paid for with a COVID Fee. Additional consideration to increase the hall rental fee. Currently, \$50/half day, \$100/full day.
- SORT Reimbursement in the initial stage. Recent changes with Olympic National Forest for rescue operations reimbursement. Continued discussion with county DEM.
- Current status with Squaxin DEM. Maintaining contact as Liaison during COVID. John Taylor advised me the (Previously discussed) reimbursement has received its final approval.
- Restraint Policy: Request from operations for a policy to guide personnel's use of restraints. A draft has been posted. This also incorporates EMS protocols. Has been emailed to the board.
- Policies Update: Discussion with Lexipol regarding updating our policies as a whole. Program in email for information. Previously 6K/year. Year 1 - \$2600, Year 2 - \$5000.
- AFG-Safety, PPE Grant open. Will apply for PPE to ease the EMS line item.
- Budget Meeting discussion. I have a current Cushman model complete for 2021 and the 7-year glidepath looks positive. Agenda items for in-person budget meeting? Date?



**Minutes – October 7, 2020**

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The second regular meeting of October scheduled for October 21<sup>st</sup> is changed to the annual budget meeting and will take place on Friday, October 30 at Station 41 (or Zoom if preferred) from 10am – 2pm. **BOARD AGREED.**

**AC Jenkins**

- Total incidents through October 7, 2020: 1085
- Total incidents through October 7, 2019: 1060
- Total transports through October 7, 2020: 214
- IFTs: 31
- Total transports through October 7, 2019: 161
- Total EMS calls through October 7, 2020: 701
- Total EMS calls through October 7, 2019: 622
- Hose testing and ladder testing occurred Oct 5, 2020
- A44 participated in the small parade in downtown Shelton for Relay for Life.

**UNFINISHED BUSINESS:**

**EMS Levy** – Ongoing discussion regarding how to proceed; it was decided the 6-year levy request makes more sense at this time. **BOARD AGREED.** Resolutions is due December 11, 2020 for the February 9<sup>th</sup> election.

Discussion also took place to keep Taniant on as the consultant (at the same monthly rate) to lead us through the next phase of getting the EMS Levy passed.

Commissioner Bennett **MOTIONED** to continue the contract with Taniant through February at the same monthly rate as previous. **SECOND:** Commissioner Hirschi. **ABSTAIN:** Commissioner Plews. Motion passes.

**NEW BUSINESS:**

**Good of the Order:** nothing to report

Meeting adjourned at 3:53 p.m.  
Minutes prepared by Lisa Brengan



Handwritten signatures of Gary Plews, Curtis W. Bennett, and another individual.