

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

Fire Commissioners Meeting Minutes

December 18, 2019

Chairman Plews called the meeting to order at 1:00 p.m. Present: Commissioners Hirschi, Bennett and Plews. Lisa Brengan was present as minute-taker.

### **MINUTES:**

Commissioner Bennett **MOTIONED**: to approve the minutes of the November 27, 2019 regular meeting  
**SECOND**: Commissioner Hirschi. Unanimous vote. **Motion passes.**

### **FINANCIAL REPORT:**

Expense accounts payables in the amount of \$7,494.65 vouchers 604003543 – 604003551, dated 11/8/19; \$3,909.96 vouchers 604003552 – 604003564, dated 11/15/19; \$13,200.00 vouchers 604003565 – 604003571, dated 11/19/19; \$91,039.57 vouchers 604003572 – 604003610, dated 11/26/19; \$23,402.69 vouchers 604003611 - 604003631, dated 11/27/19; \$16,619.92 vouchers 604003632 – 604003646, dated 12/6/19; \$107,228.29, vouchers 604003647 – 604003692, dated 12/30/19 were reviewed.

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

Collected Commissioners November time sheets.

**COMMUNICATIONS:** Commissioner Plews thanked Commissioner Bennett for playing Santa Claus for the EFI Christmas party hosted by the Yacht Club. Association wrapping gifts for the Christmas families tomorrow at 6pm, station 41. County Commissioner Shuttly will be utilizing Station 44 to meet & greet with constituents in that neighborhood. Lisa gave an update on the audit.

**ASSOCIATION REPORT:** The Association entered the ladder truck in the parade on December 7<sup>th</sup>; also are reviewing a draft logo for the association to use.

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

#### **Chief Burbridge:**

- Labor / Management agenda item: EMS Levy campaign.
- Social calendar for community events, wrapped in campaign. Record setting numbers last night for EMT graduation.
- Agreement with Taniant Inc. Tammy Newton. Consider her attendance at next meeting to discuss 2020/2021.
- Policy update: Updating Policy #2310, one-year probation. Moving Guideline #4100 Vehicle Safety Standards to Policy #2365 to address WAC mandated driver's training. This has been updated without comment.
- Policy #2091 has been updated for fuel purchases.
- Little Creek may return to boxing events, possible stand-by services.
- Final ride to school this Friday. Suspending the program, though highly sought after, it will relax the stress on staffing.
- MGH ER Manager meeting, touching base on inter-facility transfers.

#### **AC Jenkins:**

- Taj Norvelle McGhee graduated EMT School Dec 17, 2019. Goes to County Recruit Academy in January 2020.
- Total incidents through December 18, 2019: 1365

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- Total incidents through December 18, 2018: 1375
- Total transports through December 18, 2019: 257
- Total transports through December 18, 2018: 174
- Total EMS calls through December 18, 2019: 813
- Total EMS calls through December 18, 2018: 789
- Will included graphs on end of year report (next report).
- 5 new employees have completed in-processing and started shift work as of today.
- All vehicles in service.
- Have standardized all paperwork in engines and ambulances. Equipment is as close as possible to standardized.
- Revamping training platform.

### **NEW BUSINESS:**

Getting Tammey with Tanient on board in January to begin working towards EMS levy marketing.

January 15 will be our only January board meeting. **BOARD AGREES.**

2019 Annual Banquet – Saturday, February 29<sup>th</sup> was decided as the date. Capt. Sliva will look in to the Club House at Salish for approximately 60 people.

Getting quotes & ideas on kitchen remodel for 2020.

Chief's yearly evaluation is coming up, goal is to complete it quickly.

### **UNFINISHED BUSINESS:**

**Re-designing Volunteer Association** – Special Meeting scheduled for January 14, 2020 at 6:00 p.m. Station 41. a rough draft of the new bylaws will be presented to incorporate.

Meeting adjourned at 2:13 a.m.  
Minutes prepared by Lisa Brengan