

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

Friday, October 29, 2020 @ 10:00 a.m.
via ZOOM and/or in-person

CALL TO ORDER:

PUBLIC COMMENTS:

MINUTES: Regular meeting October 7, 2020

COMMUNICATIONS:

- Commissioners
- Chief/Assistant Chief
- Office Manager

IAFF REPORT –

CHIEF'S REPORT:

- Chief Burbridge
- AC Jenkins

UNFINISHED BUSINESS:

- ~~Office Assistant~~
- EMS Levy -

NEW BUSINESS:

- Construction projects of interest

GOOD OF THE ORDER:

2021 BUDGET MEETING

MASON COUNTY FIRE PROTECTION DISTRICT NO. 4

Fire Commissioners Meeting Minutes **via ZOOM and/or In-person**

October 30, 2020

Chairman Hirschi called the meeting to order at 10:00 a.m. Present: Commissioners Hirschi, Bennett and Plews. Lisa Brengan was present as minute-taker.

MINUTES: Commissioner Bennett **MOTIONED:** to approve the minutes of the October 7, 2020 regular meeting **SECOND:** Commissioner Plews. Unanimous vote. **Motion passes.**

PUBLIC COMMENT: None

IAFF REPORT: None present

COMMUNICATIONS: None.

CHIEF'S REPORTS:

Chief Report:

- 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, \$75/half day, \$150/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?

Commissioner Bennett **MOTIONED:** to proceed subscribing to Lexipoll policies & utilizing as we see fit for the 2-year obligation. **SECOND:** Commissioner Plews. Unanimous vote. **Motion passes.**

AC Report:

| Mason County Fire District 4 | 2019 | 2020 |
|------------------------------|------|------|
| Total Incidents | 1154 | 1176 |
| Total Fire Calls | 470 | 402 |
| Total EMS Calls | 684 | 768 |
| Total Transports | 187 | 230 |
| Total IFTs | 5 | 76 |

- Began using more of Microsoft 365 features. All MF4 active members now have a MF4 email address. This will help ensure district information is stored on servers within district control along with knowing where data is stored and transmitted. With this, we are using Microsoft Teams for shift pass down report which allows for improved continuity, communication, and tracking of information. Also doing a very

slow roll-out with Microsoft SharePoint. Attempts to improve how we communicate, share pertinent information, and educate continue. Quarterly training is posted in our training platform, Target Solutions. This month consisted of SCBA, Hazmat Training, and some hopefully inspiration invoking speeches. Assigning FF to specific responsibilities within our major categories (vehicles, facilities, PPE): we now have one keeping track of PPE inventory, a new one in training for EMS supplies, one for the gym, and one for ladders. Researching the cost efficacy of owning our own Class B uniforms vs using Cintas. Creating a new FF probationary task book: need a second one as our new FTEs come from the PTE ranks and have completed the current version yet are on a new probation process.

- Personnel: Marcus Burns has accepted a firefighter position with East Pierce Fire and Rescue. His last date with MF4 is October 30, 2020. Using our newly created hiring list current MF4 part-time FF/EMT Bryce Gibler will be the newest FTE. His first FTE shift will be Nov 6, 2020. Also using the list, volunteer FF/EMT TajNorvelle McGhee will be the newest PTE. His first PTE shift will be Nov 8, 2020. Need to keep pushing PTE applications. Attempted to contact 5 potential volunteers w/no reply from any.
- Safety: Meeting held Oct 28, 2020 Working to correct lack of oven shutoffs; Eyewash stations installed at 44, 46. 41 is next. No injuries to report.
- Vehicles: Aid units had privacy screens w/MF4 logo added to rear windows. Various engines with leaky valves; all on “to be repaired” list. E41 w/various issues from electrical to headlights. Ladder will be ready for more training after UL repairs made. Winterizing of rigs has started.
- Facilities: New switch in 46 app bay bathroom – turns light/fan on upon entry. After no movement for 7 minutes, turns all off. More of these switches, if this one works well, to be added in other bathrooms. Still working on outdoor lighting at 46 and 44.
- PPE, Inspections, Reports: We now have a complete inventory of all PPE to include structure and wildland. Learned from this that no new helmets are needed until 2024; for preplanning purposes, a good light affordable helmet costs \$250. Researching the cost of particulate hoods (strategic plan items?) as a cancer reducing safety item. Best hood for best price is currently \$85: 20 hoods is about \$1700.00. Class B uniforms: Cintas is \$96/month with many errors. Class B uniforms to purchase cost about \$250/uniform – 3 uniforms/active member. More to come.
- Mental Health: AC recently attended a 3-day IAFC Leadership Challenge from the CO Fire Chiefs Association and IAFF. One of the topics was generations and mental health. Gen Y and Gen Z bring specific and different challenges. Some stats: Gen Y: little patience, if not happy they leave. They are realists, want extreme fun, social, tolerant, and confident. They earn money to spend money. Work ethic is they are tenacious, multitaskers, goal orientated. They tend to struggle with functional literacy, supervision, structure. Gen Y’s expect hand holding, rewards, collaboration, feedback, and often question authority to make sure best option is presented. Are concerned with quality of life. The Gen Y “icon” is Zuckerberg (Facebook creator) Gen Z: born into time of crisis, social media drivers, socially aware, community oriented, prudent with money, beyond tolerant = embracing of all. Tend to be less focused, used to getting all information in 8 second sound bites. Diversity is an expectation. Very visual learners. Gen Z “icon” is Malala. While different these are their overall challenging similarities: everyone wants respect. Where Gen X believes you must earn it, Y & Z believe it is yours to have until you lose it. Gen Y and Z are much more likely to be depressed: 4.8% in workforce compared to 1.9% of 60+ year old in workforce claim depression; 8 in 10 students express feeling overwhelmed and 45% felt things were hopeless. Translate this to the high stress workplace of public service. Gen Y and Z tend to respond poorly to criticism due to being sheltered, protected, getting 2nd and 3rd chances in life. They spend more time on the internet and have fewer real relationships which leads to feelings of increased isolation and disconnection; “less time in real life”. Many are embarrassed to seek help or recognize they need it. Gen Z is often said “to be so wedded to their cell phones as to be socially dysfunctional.”

Many cannot learn from mistakes, which is what we all make and how we all learn. Many have poor mental resilience. 2019 saw more suicides than LODD among firefighters. 73 LODD compared to 119 suicides. Now the reason for all the above: we can and will help. Mental resilience can be learned. Social support can be given. Too many people are talking about suicide, mental health, and programs but not enough are doing something. We will. We will take care of one another, of our fire family.

UNFINISHED BUSINESS:

EMS Levy – Will schedule a planning session when Tammy is available. Association applied for 1% grant from Squaxin Island Tribe to assist with campaign costs.

NEW BUSINESS: 2021 Budget meeting took place.

Chief Burbridge wishes to update the Banquet Policy to include providing a meal for family members in return for their support of their firefighter/volunteer and or paid personnel.

Commissioner Bennett **MOTIONED:** to update Banquet policy to include family members. **SECOND:** Commissioner Hirschi. Unanimous vote. **Motion passes.**

Due to the IAFF CBA, the IAFF members are entitled to “up to” \$1000 matching funds for their contributions. In the past, \$6000 had been budget to match DCP contributions.

Commissioner Bennett **MOTIONED:** to change the district DCP policy, increasing the district matching funds to 10K to match any additional contributions. **SECOND:** Commissioner Plews. Unanimous vote. **Motion passes.**

Commissioner Bennett **MOTIONED:** for 2% wage increase for administration. **SECOND:** Commissioner Hirschi. Unanimous vote. **Motion passes.**

A special meeting is needed to discuss levy strategy. Friday, November 6 at 5:00 p.m. works for everyone. Zoom meeting. **BOARD AGREED.**

Meeting adjourned at 1:54 p.m.
Minutes prepared by Lisa Brengan

Gary Plews
Curtis W. Bennett
Tammy Hirschi