

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

Wednesday, April 20, 2022 @ 9:00 a.m.

**In-person or Zoom**

**CALL TO ORDER:** Chief's breakfast at 9:00 – recess until breakfast is over

**PUBLIC COMMENTS:**

**MINUTES:** Regular meeting April 13, 2022

**COMMUNICATIONS:**

- Commissioners
- Chief/Assistant Chief
- Office Manager
- Captains

**CHIEF'S REPORT:**

- Chief Burbridge
- AC Jenkins

**UNFINISHED BUSINESS:**

- Squaxin Tribal relations
- Strategic Plan – planning meeting to follow
- Levy planning
- Chief position

**NEW BUSINESS:**

**GOOD OF THE ORDER:**

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

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

April 20, 2022

Chairman Plews called the meeting to order at 9:00 a.m. Present: Commissioners Plews, and Hirschi. Commissioner Bennett was excused. Lisa Brengan was present as minute-taker.

Chairman Plews called a recess to honor Chief Burbridge’s retirement. Meeting will resume following breakfast program. Meeting resumed at 10:45 a.m.

**MINUTES:**

Commissioner Hirschi **MOTIONED:** to approve the minutes of the April 13, 2022, regular meeting **SECOND:** Commissioner Plews. Unanimous vote. **Motion passes.**

**COMMUNICATIONS:**

WFOA conference in Chelan – do commissioners wish to attend the separate classes provided by Nicholson Insurance on Friday? All 3 will attend, Lisa will get them registered.

Chief Burbridge attended the Ryan/Fredson Road Neighborhood Watch meeting last night and provided them with Fire District information, was encouraged by their support of the district.

**CHIEF’S REPORTS:**

**Chief Burbridge:**

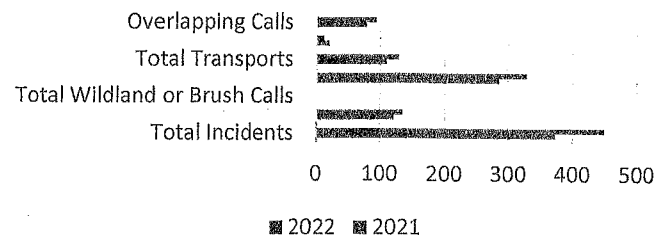
Thank you to all who sent he and Jill to Fleetwood’s on First in Maui for sunset dinner as a retirement gift; said it was in the top 5 dining experiences he’s had!

Has two DNR SB1158 grants submitted; one for PPE and one for Tools & Equipment – Screws will follow up.

**AC Jenkins:**

Mason County Fire District 4	2021	2022
Total Incidents	373	450
Total Fire Calls	122	135
Total Wildland or Brush Calls	2	2
Total EMS Calls	286	328
Total Transports	111	129
Total IFTs	21	13
Overlapping Calls	79	94

MF4 Call Stats YTD - Current vs Previous Year



**OPERATIONS**

**Safety:** Continuing work on Return-to-Work program and Accident Prevention Program per FIIRE LNI program. Extractor has arrived and we have received the grant money. Training has occurred for at least half the members and two sets of gear washed. Extractor works great. Per CO meeting and safety meeting new procedure is in place for filling DEF systems of vehicles.

**Personnel:** EMT school completed, graduation is May 4. One member from MF4 in the class and graduated: Nicolas Jenkins

**Vehicles:** B3 at OFD for first full checkup up plus pump testing. B4 and E12 at OFD for pump testing. T4 will go Thursday. *Added at meeting:* speaking with insurance, they may cover some of the repair costs. Chassis are looking to cost around 40K.

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

**Training:** Red Card refresher training.

AC Jenkins asked if the Commissioners would surplus Chief Burbridge’s helmet. **BOARD AGREED.**

**UNFINISHED BUSINESS:**

**Squaxin Tribal Relations:** Tribal council meeting changed from April 21 to a May date; he will get an email out with specifics. Work continues on the house at Station 44.

**Strategic Plan:** were slated to have a planning meeting today following the commissioner meeting but running out of time so will continue following the May 3 meeting.

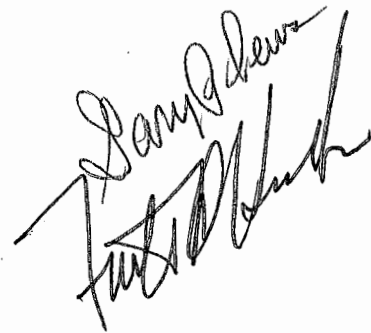
**Levy planning:** Chief Burbridge will get the campaign signs to Plews house from storage. Draft resolution was handed out to the commissioners to review and get back to Lisa with any corrections/changes.

**Chief Retirement plan:** Commissioner Plews called an EXECUTIVE SESSION at 11:00 a.m. to evaluate the qualifications of a candidate for public appointment/employment. In session were the Commissioners, Chief Burbridge, Griffin Chief and AC. Chairman Plews stated the EXECUTIVE SESSION would be 30 minutes long. At 11:30 the commissioner returned from EXECUTIVE SESSION where no action was taken.

**NEW BUSINESS:** Commissioners scheduled a Special Meeting for Tuesday, April 26, 2022, tentatively at 9:00 a.m. awaiting Commissioner Bennett's availability. The special meeting will be to discuss chief duties once Chief Burbridge retires. Once a time is confirmed, notices will be sent out.

**GOOD OF THE ORDER:** Cole Road entrance from SR3 is getting logged off, looks very different.

Meeting adjourned at 11:36 a.m.  
Minutes prepared by Lisa Brengan

Handwritten signatures in black ink. The top signature is clearly legible as "Sam Plews". Below it is another signature, likely of the preparer, Lisa Brengan.