



**North County Regional Fire Authority**  
**COMMISSIONER'S MEETING**  
**STANWOOD / STATION 99**  
**May 22, 2019**  
**4:00pm**

**CALL TO ORDER**

The following attendees were present:

**COMMISSIONERS**

Larry Longley, Chair  
Jan Iverson, Vice-Chair  
Jeff Sinker  
Ric Cade - Excused  
Greg Oakes  
Rob Johnson  
Judy Williams

**FIRE AUTHORITY STAFF**

John Cermak, Fire Chief  
Don Bartlett, Assistant Fire Chief  
Mike Makela, Assistant Fire Chief  
Katie Casey, Board Secretary  
Randy Krumm, Finance Manager

Meeting called to order at 4:01pm

**FLAG SALUTE**

**PUBLIC COMMENTS**

**APPROVAL OF AGENDA with amendment to include Granite Falls ILA for financial consideration**

1<sup>st</sup>: Commissioner Iverson      2<sup>nd</sup> Commissioner Oakes

**DISCUSSION:**

**APPROVED:** Unanimous

**APPROVAL OF CONSENT AGENDA**

1<sup>st</sup>: Commissioner Sinker      2<sup>nd</sup> Commissioner Iverson

**DISCUSSION:**

**APPROVED:** Unanimous

**APPROVAL OF MINUTES**

**Motion to approve the May 8, 2019**

1<sup>st</sup>: Commissioner Williams      2<sup>nd</sup> Commissioner Oakes

**DISCUSSION:**

**APPROVED:** Unanimous

**OLD BUSINESS**

The CPSE Strategic Plan was presented for comments and acceptance. This will be tabled until June 12, 2019 Commission meeting.

**NEW BUSINESS**

Randy Krumm presented the Treasurer's Report

Chief Bartlett presented the Operations and Training Report

Chief Makela presented the Community Risk Reduction Report

Katie Casey presented Policy 8 and Policy 9 revisions for review and comment. No comments at this time. No comments to date from Local 4033. Second review will be at the June 12, 2019 Commission meeting.



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Granite Fall Fire has requested our assistance by utilizing Randy Krumm to help them process their payables, payroll, and financial reporting. Randy has acknowledged that with District 15 and District 21 now doing a lot more of these things on their own he has the bandwidth to help Granite Falls.

**Motion an ILA with Granite Falls Fire for Financial Services Assistance**

**1<sup>st</sup>:** Commissioner Johnson      **2<sup>nd</sup>** Commissioner Iverson

**DISCUSSION:** Commissioner Sinker asked Randy if he had the ability to take on extra work. As stated above, his workload has decreased and he has the ability to help Granite Falls

**APPROVED:** Unanimous

**CHIEF'S REPORT**

Chief Cermak met with Chad Schmidt regarding current issues.

Chief Kraski, Katie Casey, James Trefry and Chief Cermak met regarding the potential to share PTE employees and all onboarding/initial training and equipment costs. We will continue to dive deeper, but for the time being we shared that we thought we needed to be a little further along with the shared services and merger opportunity before taking that step.

Chief Cermak shared that he would keep our commission informed and that we could continue to look at what that might look like if we take next steps. Chief Cermak noted that District 21 is interested also and would recommend the same if we were going to take on that responsibility.

CBA negotiations occurred on May 10, 2019. Significant progress was made and they will meet again on 6/5 and 6/13.

Chief Makela presented a fire prevention software program for both agencies. We will share the cost of this program that three others in the county have already adopted. The forms and processes have already been developed with those agencies that will share with both of us.

Chief Cermak met with Chief Dahl from South County Fire over some operational issues and looking at the EMS issues affecting us.

Chief Cermak attended Fire Tac in Lake Stevens with Theresa Ramey. The data processes are moving along that will help us dive deep into information that will help us make the best decisions possible.

Theresa Ramey, Chris Dickison and Chief Cermak toured Systems Design, our EMS Billing company, in Poulsbo, WA. Jim Haverfield emailed and requested to meet regarding the potential to utilize Randy Krumm for Financial Services as his assistant is moving out of the area.

**PART PAID FIREFIGHTER COMMENTS – N/A**

**LABOR LOCAL #4033 COMMENTS - N/A**

**VOLUNTEER FIREFIGHTER COMMENTS - N/A**

**COMMITTEE REPORTS**

Commissioner Sinker stated that a few programs have been changed for the Sno-Isle Commissioner meetings. November 7<sup>th</sup> will be held at Getchell Fire and the program will be information on the Chaplain program. The October 3<sup>rd</sup> meeting will be held at NCRFA and will be on the differences and/or challenges of small departments and large departments.

Commissioner Oakes stated that the Negotiations Committee is making good progress and should finalize a contract soon.

**CORRESPONDENCE**

We received a thank you note from Cedarhome Elementary thanking us for the use of our folding tables for the "Muffins with Mom" program.

**GOOD OF THE ORDER**

We are working to reschedule the Commissioner training by Janice Corbin.

South County Fire Commissioner Schrock passed away on May 12, 2019 after a battle with cancer.

South County Fire Chief Stedman will be out on medical leave effective immediately and will officially retire on August 1<sup>st</sup>. Congratulations Chief Stedman.



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**EXECUTIVE SESSION**

The Commission went into Executive session at 5:01pm for 15 minutes and extended it another 10 minutes. The regular Commission meeting resumed at 5:34 with no action taken.

**Motion for Chief Cermak to resolve the grievance before already scheduled grievance mediation.**

1<sup>st</sup>: Commissioner Johnson      2<sup>nd</sup> Commissioner Iverson

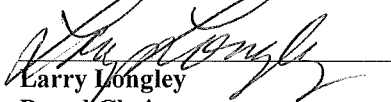
**APPROVED:** Unanimous

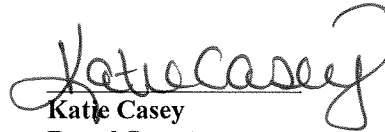
**ADJOURNMENT – Motion to adjourn at 5:35pm**

1<sup>st</sup>: Commissioner Oakes      2<sup>nd</sup> Commissioner Iverson

**Discussion:**

**APPROVED:** Unanimous

  
Larry Longley  
Board Chair

  
Katie Casey  
Board Secretary