

NORTH COUNTY REGIONAL FIRE AUTHORITY  
COMMISSIONERS MEETING  
**January 28, 2015**

**MEETING MINUTES**

**CALL TO ORDER**

The following attendees were present:

Commissioners	
<input checked="" type="checkbox"/>	Larry Longley, Chair
<input type="checkbox"/>	Greg Oakes, Vice-Chair
<input checked="" type="checkbox"/>	Jeff Sinker
<input checked="" type="checkbox"/>	David Fennell
<input checked="" type="checkbox"/>	Bob Magee
<input checked="" type="checkbox"/>	Janet Iverson

Fire Authority Staff	
<input checked="" type="checkbox"/>	John C. Cermak, Fire Chief
<input type="checkbox"/>	Bob Eastman, Assistant Chief
<input type="checkbox"/>	Scott Johnston, Battalion Chief
<input type="checkbox"/>	Joel Smith, Battalion Chief
<input type="checkbox"/>	Rob Buchanan, Battalion Chief
<input checked="" type="checkbox"/>	Sheri Stevens, Acting Board Secretary
<input checked="" type="checkbox"/>	Local Rep(s)

All Commissioners are present; Commissioner Oakes is excused. This meeting was recorded for reference only. The meeting was opened at 16:02.

**PUBLIC COMMENTS:** Comments from the public will be taken at this time. Commissioner Longley asked for comments from the public and there were none.

**APPROVAL OF AGENDA:** Commissioner Sinker moved to approve the agenda. Commissioner Iverson seconded the motion.

**APPROVAL OF CONSENT AGENDA:** Commissioner Magee moved to approve the consent agenda; Commissioner Iverson seconded the motion.

**OLD BUSINESS**

- Executive Assistant Search Status: Nine (9) passed the written test, orals on February 4<sup>th</sup>. A HR specialist will be in on the 10<sup>th</sup> to do a review of the Fire Authorities personnel issues related to staffing needs.
- Commissioner Iverson noted that all ideas should be put forward to her for input to the Hiring Committee. Commissioner Fennell asked if there was enough help with the interview process on Feb 11<sup>th</sup>.
- Intergovernmental Agreement NCRFA & Stillaguamish Tribe of Indians. Currently with the Tribe for last review after legal council's review and comment.

**NEW BUSINESS**

- Peak Activity Unit (Station 96). Chief had some cost savings items to point out with utilities and other points. Calls per month are in the peak unit. Timeframe on when this is to be executed took place. Chief Cermak noted that the longer we take to make a decision; the savings estimated in the budget discussions will be forfeit as January is already past.

Commissioner Magee asked what the forecast for population increase in future or do we need to change run cards/suppression cards and the impacts. He is concerned the reduction in staffing would impact the total safety of the community.

Chief believed that the monitoring of the mutual aid impact and what this would be the largest area of impact but yet still meeting the goals of the agreements we hold as 2012 resolution – model is still being met and we are supporting the development City of Stanwood believes 69 new homes in the next year and monitoring should be done to assess population. Model expected to hold across the nation but it is really based on local call loads and the revenue sources.

There was additional discussion regarding the areas of Lake Ketchum and freeway areas as the majority of the calls per BC Smith. Our average call to those locations is 8 minutes. Stations 99 and 90 get to those areas in 10 min for EMT and Fire. Peak calls on Freeway during freak weather can drive up call stats and that are more data related.

There was some discussion about the 2012 resolutions and standards. Chief also noted that our water supply and it was confirmed we still have that volume. Clarification on what the Chief is asking a motion on. Motion being sought is to meet the level of service that was approved in budget.

Commissioner Iverson asked when this would be enacted. Commissioner Fennel motioned to accept the Chief's recommendation for peak unit at (first meeting in July with June's numbers); Commissioner Iverson seconded.

Commissioner Magee asked if we can move to add that in six months a review be provided. Chief noted that was already in the process with it being tracked. Motion carries by consensus.

### **CHIEF'S REPORT**

- Standards of Coverage Report. BC Smith has put report together and was the basis for the Peak Activity Union
- Chief Cermak noted reaction times we are not meeting the resolution in reaction time. He will be reviewing this with the staff. Commissioner Sinker asked what this was – call to vehicles and out the door. Commissioner Iverson asked if there were national standards and Chief said that he had already witnessed that the folks are already improving and drilling may be
- BC/Chief's Report for December 2014
- Met with the legal council about HR / Personnel issues. Reintegration for Davis.
- Memo about hard copy checks
- Hazard mitigation plan with the City
- District 1 and 19 County does this for us.
- Testing for Captain and BC – following the same procedure as before with the timeframe for active list. May 27 for written test. Motion may be needed to accept the guidelines as presented. Commissioner Magee motioned to move forward with the testing and Commissioner Fennell seconded the motion. Agreed by consensus.
- BC Smith moving forward with pilot program for savings by sharing part-time employees with another agency. There is a program to cooperatively train with Arlington and the gear to be shared. PTE 6.5 shifts in 30-day period. North Snohomish County Fire Chiefs are watching to make sure the numbers of shifts and safety is monitored as these people are shared. NCRFA will have 3; Arlington 3 the goal is to make sure our PTE isn't overworked. Governor approval - will be moving forward District 1 will be the primary with this in Snohomish County.
- Dr. Mathis will be here on February 9 and 10<sup>th</sup>.

**LABOR LOCAL #4118 COMMENTS:**

No commons at this time.

It was announced that the Fourinier `s had a new baby girl by the name of Daisy.

Commissioner Fennell asked about current schedule. Will King's response was that many sleep patterns are improving.

Commissioner Magee asked how many have reported to have sleep apnea. There was some discussion on that.


**CORRESPONDENCE:** No correspondence was presented.

**EXECUTIVE SESSION:** Public Employee Discussion. Executive session began at 16:58 for 60 minutes and was extended 15 minutes, then 10 minutes.

Meeting reconvened at 16:30. No action taken from executive session.

**ADJOURNMENT:** Commissioner Sinker motioned to adjourn at 16:30, Commissioner Magee seconded the motion.

**BOARD FOR VOLUNTEER FIREFIGHTER'S MEETING:** (Board Members: Chairman and one Board Member, Secretary, Chief, and one Firefighter elected by their membership):

  
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Larry Longley  
Chairman

  
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Sheri Lynn Stevens  
Acting Board Secretary