



**North County Regional Fire Authority
 COMMISSIONER'S MEETING
 STANWOOD / STATION 99
 November 23, 2016
 4:00pm**

MEETING MINUTES

CALL TO ORDER

The following attendees were present:

Commissioners	
X	Greg Oakes, Chair
X	Jan Iverson, Vice-Chair
X	Jeff Sinker
X	Larry Longley

Fire Authority Staff	
X	Don Bartlett, Battalion Chief
X	Katie Ellis, Board Secretary
X	Randy Krumm, Finance Manager
X	John Cermak, Fire Chief

Meeting called to order at 4:08pm

FLAG SALUTE

Done during District 14 Meeting

PUBLIC COMMENTS

None

APPROVAL OF AGENDA

Motion to approve the Agenda with addition of the Award Recognition

1st: Commissioner Sinker 2nd Commissioner Iverson

DISCUSSION: We need to add "Award Recognition" to the agenda

APPROVED: Unanimous

APPROVAL OF CONSENT AGENDA

Motion to approve the Consent Agenda

1st: Commissioner Iverson 2nd Commissioner Sinker

DISCUSSION: None

APPROVED: Unanimous

APPROVAL OF MEETING MINUTES

Motion to approve the November 09, 2016 meeting minutes

1st: Commissioner Longley 2nd Commissioner Iverson

DISCUSSION: None

APPROVED: Unanimous

PUBLIC HEARING

2017 Budget Hearing 2nd of 2

The hearing opened at 4:10pm

There were no comments by the public

The hearing closed at 4:10pm

OLD BUSINESS

Finance Manager Randy Krumm, presented version 3 of the proposed budget. He also presented three resolutions for review and consideration

APPROVAL OF RESOLUTION

Motion to approve Substantial Need Resolution 11232016-01

1st: Commissioner Longley 2nd Commissioner Iverson

DISCUSSION: None

APPROVED: Unanimous



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APPROVAL OF RESOLUTION

Motion to approve EMS Levy Certification Resolution 11232016-02

1st: Commissioner Sinker 2nd Commissioner Iverson

DISCUSSION: None

APPROVED: Unanimous

APPROVAL OF RESOLUTION

Motion to approve Fire Levy Certification Resolution 11232016-03

1st: Commissioner Longley 2nd Commissioner Iverson

DISCUSSION: None

APPROVED: Unanimous

OLD BUSINESS

Chief Cermak noted that the part-time temporary office help will begin on Monday

Chief Cermak discussed to work being put into the job descriptions for Lieutenant, Captain, and Battalion Chief. He has taken Local 4118's changes and combined them with his changes, including what our legal team suggested. Joe Simmons was asked if the currently cancelled Labor Management meetings would resume in order to continue working on getting these finalized and Joe agreed that these meetings would resume to discuss the job descriptions.

NEW BUSINESS

Presentation of Award

Chief Cermak presented an award to Blake Branstrom for his dedication in his Wildland Fire efforts, as well as his help with the Fire Academy.

CHIEF'S REPORT

A great deal of time and effort was exerted over the past two weeks in trying to prepare the most robust grant package possible. BC Bartlett assisted tremendously as every effort was made to read, reread, share and critique, both the Arlington grants and our grants. We met multiple times with the North County Chief's Grant subcommittee to hash them out. Chief Helgeland was of great assistance on our joint grant.

BC Bartlett submitted the MDT grant for our department on November 16 as well as the regional grant for the SCBAs for Camano and NCFE. A training element was included to hopefully bring in the IAFF Safety Survival Program to help familiarize us with the new SCBAs and build ultimate proficiency.

Time was spent working on the April election to finalize the Dissolution of District 14/18.

Additional work was completed on the Job Descriptions. Chief Cermak is waiting to see if the communications line will reopen once the new officers have been elected to Local 4118. Since there are no scheduled meetings, the info was forwarded to the E-Board for comment and input at this meeting.

The budget continued to be a primary focus to finalize in order for it to be voted on during this meeting

Chief Cermak attended both the North County Chief's meeting and the County Chief's meeting. It was communicated that Fire District 21 is seeking a part time Fire Chief to lead the department.

Chief Cermak worked on NFIRS issues that are affecting our overall response time outlook. BC Bartlett will be developing a NFIRS training process and between the two Chief's we will be developing an SOP on how reports are reviewed and completed. There are a lot of very long response times that are not being corrected and left to affect our overall response time outlook. Not sure if SNOPAC will not allow certain procedural issues like on scene staging to stop



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the response time clock and if not, how do we exclude those from the report and averages. We are on scene but not allowed to continue in due to safety issues.

A mechanical issue brought to light some new regulations coming into effect in 2017. Command vehicles over 5k lbs have to be serviced by EVTs. Our mechanic Steve Towers is looking into the cost for us.

During the weekend, I was notified that one of our Station 92 radios was utilized to respond and cancel to a call on Sunday morning in Arlington Heights area; however it didn't appear that it was our personnel. We are researching all of our radios and inventory to see whether it is ours. The investigation continues

PART PAID FIREFIGHTERS COMMENTS

N/A

VOLUNTEER FIREFIGHTERS COMMENTS

N/A

LABOR LOCAL #4118 COMMENTS

Made during job description discussion above

COMMITTEE REPORTS

Commissioner Sinker attended the Camano Island Fire & Rescue Commissioners meeting and was present during a paramedicine program presentation.

The next Sno Isle Commissioner meeting will be held at Station 62 in Marysville (Shoultes Rd) on December 1st

CORRESPONDENCE

GOOD OF THE ORDER

EXECUTIVE SESSION

ADJOURNMENT

Motion to adjourn at 1828

1st: Commissioner Sinker


2nd Commissioner Iverson

DISCUSSION: None

APPROVED: Unanimous



Greg Oakes
Chair



Katie Ellis
Board Secretary