

## Meeting Minutes

### CALL TO ORDER

The following Fire Commissioners were present: Larry Longley, Greg Oakes, Bob Magee, Dave Fennell, Janet Iverson and Jeff Sinker. Also in attendance: Chief John Cermak, Assistant Chief Bob Eastman, Battalion Chief Scott Johnston and Acting Board Secretary, Sheri Lynn Stevens. This meeting was recorded for reference only.

Commissioner Longley opened the meeting at 16:05.

### FLAG SALUTE

**PUBLIC COMMENTS:** Comments from the public will be taken at this time. Commissioner Longley opened the floor for public comments

**APPROVAL OF AGENDA:** Commissioner Sinker moved to accept the Agenda with a second by Commissioner Magee.

**APPROVAL OF CONSENT AGENDA:** Commissioner Magee moved to approve the Consent Agenda with Commissioner Iverson second of the motion.

### OLD BUSINESS:

- 2015 Meetings, Resolution 12302014-01: Commissioner Sinker moved to approve with a second by Commissioner Magee.
- 2015 Meeting Resolution 12302014-02: Commissioner Magee moved to approve with second from Commissioner Oakes. Approved by consensus.
- Levy Consultant Proposal. AC Eastman discussed the existing Levy relationship with the proposed vendor. The quote proposed include man-hours that cover more staff-related work and NCRFA is short-staffed. This area is higher than was anticipated but includes items such as the newsletter as discussed at the budget retreat. AC Eastman noted that the Fire Authority's legal council had not reviewed the proposal or agreement as yet.

Commissioner Fennell asked if it was within budget and this was confirmed.

There was a question if the consultant had suggested when if General Election or a Primary and AC Eastman indicated no suggested had been presented as yet.

Commissioner Oakes noted there are some social media references in the proposal which spurred some conversation on the need to archive the data for public records purposes. AC Eastman noted District 1 uses a software and vendor which is fairly inexpensive and would forward that info to NCRFA as well as discuss it with the consultant as to the best way to handle archiving. Chief Cermak added some of his

## Meeting Minutes

work on networking and the social media venue.

AC Eastman made the recommended to have the Board make a decision on whether or not they want to authorize to have the Chief sign, or if they wanted it sign the agreement January 14th meeting.

Commissioner Oakes moved to contract a consultant after the agreement is reviewed by legal counsel, and have the Chief sign Commissioner's Magee and Sinker seconded this motion and it was approved by Consensus.

### **NEW BUSINESS:**

- Budget Report with December final expense estimates: AC Eastman discussed the financial dashboard option compared to the document presented which follows the previous Chief's desired format. The Board agreed to move forward with the proposed dashboard style format for the new year.
- Policy Number 27 – Dress Code Policy review. Commissioner Sinker addressed the Board as there was some conversation about how our crews presented in public. Class B uniform use, etc. was discussed. Chief Cermak assured the Board that this would be reviewed and reflected the agency in as a professional group, and that certain standards will be clarified, if necessary.

There was some discussion regarding the uniform allowance for full time employees by Commissioner Iverson

- .Executive Assistant Job Posting. There were positive comments from several of the commissioners and Commissioner Iverson noted she did make some comments directly to the Fire Chief but would talk to him about them separately.

Commissioner Sinker asked about the salary range and the amount budgeted. There was some discussion but all were in agreement to proceed. Commissioner Oakes motioned to make the posting with Commissioner Sinker seconding the motion . Approved by Consensus.

- Amended 2014 Budget: AC Eastman brought forward that the budget for 2014 will need an amendment once the final budget overage is identified. He did some homework and asked if we go over in 2014, most likely not a resolution required but an amended budget for the State Auditors.

### **CHIEF'S REPORT:**

- BC/Chiefs Report. Month of November – BC Johnston made the presentation of the information within.

NORTH COUNTY REGIONAL FIRE AUTHORITY

COMMISSIONERS MEETING

December 30, 2014

---

**Meeting Minutes**

Commissioner Sinker asked about Grants deadlines of AFG grants. North County would hope to participate with the other local districts so that we can have more weight as the agencies gear wasn't old enough. Secretary asked about the Grant procedure

- Chief Cermak noted there were some meetings on the table but nothing needed to be discussed in Executive Session.

**LABOR LOCAL #4118 COMMENTS:** No comments.

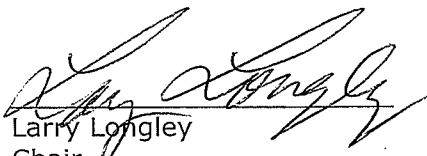
**CORRESPONDENCE:** Letter from Snohomish County FD #23 Commissioners

**EXECUTIVE SESSION:** No executive session.

**ADJOURNMENT:** Commissioner Longley confirmed there was no other business. Commissioner Oakes motioned to close the meeting with a second from Commissioner Magee.

The meeting adjourned at 16:33.

**BOARD FOR VOLUNTEER FIREFIGHTER'S MEETING:** (Board Members: Chairman and one Board Member, Secretary, Chief, and one Firefighter elected by their membership): None.

  
Larry Longley  
Chair

  
Sheri Lynn Stevens  
Acting Board Secretary