

North County Regional Fire Authority
8117 267th St NW Stanwood, WA 98292

The Board of Commissioners of North County Regional Fire Authority meeting was called to order by Commissioner Bratland, **August 13, 2014**, at Station 90 at 4:05 PM. Commissioners in attendance were, Commissioner Oakes, Commissioner Larry Longley, Commissioner Jeff Sinker, Commissioner Richard Bratland, Commissioner Bob Magee, Interim Chief Johnston, District Secretary Sue Evenson along with several guests.

CALL TO ORDER: Commissioner Bratland called the meeting to order at 4:05 PM.

FLAG SALUTE: Commissioner Oakes led the meeting in the flag salute.

PUBLIC COMMENT: None

APPROVAL OF AGENDA: Commissioner Longley made a motion to approve the agenda. Commissioner Magee seconded the motion. The motion was moved, seconded, and carried.

APPROVAL OF CONSENT AGENDA: Commissioner Oakes made a motion to amend the July 9th meeting minutes to correct the wording under Interim Chief and change the word accept to appointment of Scott Johnston under Interim Chief. Commissioner Longley seconded the motion. Commissioner Longley made a motion to approve the consent agenda and general expense vouchers 1408001-1408044 totaling \$71,295.85. Commissioner Magee seconded the motion. The motion was moved, seconded, and carried.

OLD BUSINESS:

- **Employment Contracts:** Discussion was held on the employment contracts. Commissioner Oakes would like to schedule an executive session to discuss the performance of a public employee per RCW 42.30.11(1)(g) for August 18, 2014 at Noon, to be held at Station 99.
- **Captain and BC Promotional Testing:** Interim Chief Johnston discussed the Captain and Promotional testing. Since the last discussions, one company had to pull out because of work conflict. The two companies that can provide the testing are Jack Lyons and Associates and TNT Ergometrics. Commissioner Longley made a motion to move forward with the testing not to exceed \$10,000 and have TNT Ergometrics make a presentation at the next board meeting. Commissioner Magee seconded the motion. It was moved, seconded and carried.
- **Fire Chief Search:** Commissioner Longley updated the commissioners on the Fire Chief Search. Approximately 40 applicants have been responded so far. Commissioner Longley would like to propose the following steps for the Fire Chief Search. Step one is to meet after August 18, to finalize an "A" list of 10-12 top qualified candidates, a "B" list which met our qualifications but didn't have level of experience needed and a "C" list which do not meet our or expected level of qualifications. Next step would be to set up the interviews which would include a special meeting with Commissioners, Mayor, Interim Chief, a representative from Local 4118 and a Representative from the PT/Volunteer employees. The final step would be to select the top 5-6 candidates from that list and have a public open house

with the candidates and then an interview of the top candidates in executive session. Interim Chief Johnston asked if we could include the county sheriff in the panel. Commissioner Oakes made a motion to approve the Fire Chief Search hiring steps that Commissioner Longley presented. Commissioner Sinker seconded approved the motion. It was moved, seconded and carried.

Server Move to 99:

- District Secretary Sue Evenson presented to the commissioners what the costs associated with moving the server to Station 99. After further discussion, the commissioners agreed to move the server to Station 99.

NEW BUSINESS:

- **Nation-Wide DCP:** Interim Chief Johnston presented information on adding a second choice for Deferred Compensation for all employees. Chief Johnston explained that Nation-Wide has qualified staff to assist you with planning your retirement, where as the State of Washington DCP will only answer basic questions and not provide detailed information like Nation-Wide can. After further discussion, Commissioner Oakes made a motion to approve adding Nation Wide-DCP as a second choice for employees. Commissioner Longley seconded the motion. The motion was moved, seconded and carried.
- **48/96 Shifts:** Interim Chief Johnston made a request that starting January 1,2015, that we move from the Detroit Modified schedule to the 48/96 schedule. Commissioner Oakes asked to have the union draft a memo of understanding. After further discussion, Commissioner Longley made a motion to approve a one-year trial of the 48/96 schedule and Commissioner Oakes asked that we review this schedule after 6 months. Commissioner Magee seconded the motion. It was moved, seconded and carried.
- **Bias Software :** District Secretary Sue Evenson submitted to the board information on our payroll and financial software. Our current software program was sold to Bias and administrative staff has been concerned over the integrity of the ganser software and updates not saving. The cost to move from Ganser is about \$7,600 to move forward. After the further discussion, it was agreed by all to move forward on this.
- **Budget Retreat:** District Secretary Sue Evenson presented the commission with dates in October. October 11 was the choice selected by all. Sue will contact the casino and set up a meeting room.

CHIEF'S REPORT:

- **Resource Sharing with Arlington:** Interim Chief Johnston discussed the resource sharing with Arlington Fire. Commissioner Magee asked for background on this matter. More discussions will follow in future meetings.
- **Frontier Communication Contract:** Interim Chief Johnston discussed the phone situation and that Administrative Assistant Sheri Lynn Stevens was able to save us money by switching our phones back to Frontier. The Commissioners agreed and asked that we move forward on this.
- **Grievances:** Interim Chief Johnston submitted grievance responses to the commission board for review. Commissioner Oakes asked if the grievance regarding Paul Wagner had been resolved. Assistant Chief Eastman was reviewing the documents pertaining to eligibility of a LEOFF employee. Interim Chief Johnston will have a decision at the next meeting.
- **Ambulance:** No Report given

CORRESPONDENCE: None

EXECUTIVE SESSION: None

ADJOURNMENT: Commissioner Oakes made a motion to adjourn. Commissioner Magee seconded the motion. The motion was moved, seconded, and carried.

The meeting was adjourned at 5:31 PM



Richard Bratland
Chairman



Sue Evenson
Secretary to the Board