



**North County Regional Fire Authority
 COMMISSIONER'S MEETING
 STANWOOD / STATION 99
 June 22, 2016
 4pm**

MEETING MINUTES

CALL TO ORDER

The following attendees were present:

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

Fire Authority Staff	
X	John C. Cermak, Fire Chief
X	Katie Ellis, Board Secretary
X	Randy Krumm, Finance Manager

Meeting called to order at: 1604 by Commissioner Oakes

FLAG SALUTE

Done during Dist.14 Meeting

PUBLIC COMMENTS

None

APPROVAL OF AGENDA

Motion to approve the Agenda

1st: Commissioner Iverson 2nd Commissioner Longley

DISCUSSION: None

APPROVED: Unanimous

APPROVAL OF CONSENT AGENDA

Motion to approve the Consent Agenda

1st: Commissioner Fennell 2nd Commissioner Sinker

DISCUSSION: None

APPROVED: Unanimous

APPROVAL OF MEETING MINUTES

Motion to approve the June 8, 2016 meeting minutes

1st: Commissioner Iverson 2nd Commissioner Fennell

DISCUSSION: None

APPROVED: Unanimous

OLD BUSINESS

N/A

NEW BUSINESS

Finance Manager Randy Krumm presented a YTD Budget Summary for review

Motion to Repipe 1 Tender

1st: Commissioner Fennell 2nd Commissioner Longley

DISCUSSION: Discussion followed regarding completing one tender at a time in order to verify costs stay within budgeted amount before committing to both

APPROVED: Unanimous



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CHIEF'S REPORT

- All of the promotional examinations have been completed. Chief's interviews are either in process or completed. Commissioner Oakes will be sitting on two interviews on Thursday, June 23, 2016 for the chief's interview of two of the candidates for the BC- Training position.
- I have begun the process of sitting down with all personnel that were just part of the past examination process to discuss their outcomes.
- A Conditional Offer of Employment was provided to Shaughn Rice. He accepted the conditional offer of employment. Ballard & Ballard Investigations was contracted to conduct the background investigation for this individual as he is located in the same area. The cost is \$880.00 for the full background investigation. It will take him two weeks to three weeks.
- Systems Design was contacted to conduct an analysis on EMS Billings and recoveries. Finance Manager Randy Krumm and Chief Cermak have been digging deeper to figure out the reductions in collections. It is good that we budgeted conservatively as we are still on target to meet the budgeted amount. Pre-Employment Medical and Psychological Examinations have also been scheduled.
- Chief met with Chief Strotz to drop off a new response guide/mapbook. He shared that he was extremely happy with the academy and only concerned with the pass ratio on the IFSAC class. He also shared that he is very impressed with the progress that NCFE is making. He has multiple interactions over the past several months with all very positive interactions and experiences. He complimented the board, the Fire Chief, and crews on the progress that everyone is seeing. He shared several experiences from his personnel that they have seen major changes in a positive fashion. Discussion regarding the positive impact that a merger would have for the citizens of both communities with the common large boundary was also had. Chief Cermak also shared that their customers would benefit from paramedics that they currently don't have and won't have with District 21/22. Additionally, Chief Cermak shared that the response matrix from NCFE would better serve their customers with a better service.
- The SAFER Grant review board has been in contact with Chief Cermak and Finance Manager Randy Krumm in order to verify information.
- Ecivis has been instrumental in searching for the funding sources – the most recent being one for some capital expenditures that we are in need of, but have no funding allocated for. Finance Manager Randy Krumm will be working to make the submission for either new Stair Chairs or Video Intubation devices. The priority will be placed on video intubation since this would be a new purchase that would increase the level of service to our community, increasing survivability while we have stair chairs but are outdated.
- Katie Ellis and Chief Cermak have been working on Job Descriptions for the next labor management meeting.

LABOR LOCAL #4118 COMMENTS N/A

COMMITTEE REPORTS

- Commissioner Sinker stated that the next Sno-Isle Joint Meeting will be held at District 16 – Lake Roesiger on July 21st at 6:30pm
- Commissioner Fennell of the Shared Services Committee attended the June 13th meeting at Stilly Valley Station 49. They are moving forward with RFA and will try to get the measure on the February ballot
- Commissioner Longley asked Local 4118 Vice President Ken Longley whether or not the Local had been involved in keeping abreast with the movement towards an RFA between Districts 19, 20, and 21. He expressed concerns over the ALS application that was submitted to the County Commission which showed quite a few inaccuracies of information. Ken Longley stated that he was unaware of any involvement however he would pass the information along to the membership
- Labor Management Committee met and are currently reviewing job descriptions



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CORRESPONDENCE

Thank you notes from Stanwood Elementary were shared with Commissioners

GOOD OF THE ORDER

Chief Cermak and Commissioner Oakes expressed appreciation for all those involved in both facilitating the Fire Academy as well as making the graduation ceremony one to remember

EXECUTIVE SESSION

The Commission broke for Executive Session at 1720 to review the performance of a public employee per RCW 42.30.110(g) and is expected to last 10 minutes. Executive Session was extended another 5 minutes. The regular meeting reconvened at 1745

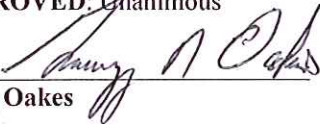
ADJOURNMENT

Motion to adjourn at 1748


1st: Commissioner Sinker 2nd Commissioner Longley

DISCUSSION: None

APPROVED: Unanimous



Greg Oakes
Chair



Katie Ellis
Board Secretary