



**North County Regional Fire Authority
 COMMISSIONER'S MEETING
 STANWOOD / STATION 99
 August 10, 2016
 4:30pm**

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: 1631 by Commissioner Iverson. Commissioner Oakes joined by phone

FLAG SALUTE

Done during Dist.18 Meeting

PUBLIC COMMENTS

None

APPROVAL OF AGENDA

Motion to approve the Agenda

1st: Commissioner Oakes 2nd Commissioner Longley

DISCUSSION: None

APPROVED: Unanimous

APPROVAL OF CONSENT AGENDA

Motion to approve the Consent Agenda

1st: Commissioner Sinker 2nd Commissioner Longley

DISCUSSION: None

APPROVED: Unanimous

APPROVAL OF MEETING MINUTES

Motion to approve the July 27, 2016 meeting minutes

1st: Commissioner Longley 2nd Commissioner Oakes

DISCUSSION: None

APPROVED: Unanimous

OLD BUSINESS

N/A

NEW BUSINESS

District 22 backed out of the merger with District 21. The District 21 Chief has resigned and Brandon Bates will fill in as Interim Chief. District 21 is still under contract with Arlington to provide medic services. Arlington, Marysville, and Marysville District 12 are moving forward with discussions to form a Regional Fire Authority. They have until September 16th for a decision to move forward or not. The Shared Services Committee would like to continue to work with District 19 if they are still interested in exploring options with North County Regional Fire Authority. Commissioner Longley believes it would be best to wait a while before reaching out to District 19 in order monitor what happens with the potential formation of an RFA between Arlington, Marysville, and District 12.



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Commissioner Sinker would like to schedule an open house in October. He feels this is an important time, with October being Fire Prevention month. It will be held at Station 99 with advertising to be done at the other stations, Facebook, and our website.

Chief Cermak presented the Board of Commissioners with 5 options for the purchase of Lifepak 15's utilizing the donation received from the Stillaguamish Tribe to cover the cost. Chief Cermak recommends Option 1; it is higher in cost than the others however it will put 6 Lifepaks into service. These Lifepaks will provide us with more options for us to use, and with potential mergers we will have a quicker response times due to no longer needed to switch equipment out from one vehicle to another. A 3-year service plan and training are included in the cost. Commissioner Fennell inquired about the need for the warranty service. Chief Cermak noted that he had to utilize the warranties on similar equipment and the cost of the warranty paid for itself multiple times throughout the life of the equipment. Chief Cermak noted that Dr. Cooper is hoping that all agencies will obtain like equipment for efficiency purposes and the purchase of these Lifepaks would do just that.

Motion to approve the purchase of six Lifepak's as stated in Option 1 – Quote #41817

1st: Commissioner Longley **2nd Commissioner Sinker**

DISCUSSION: None

APPROVED: Unanimous

CHIEF'S REPORT

- A large amount of time was spent onboarding both BC Don Bartlett and FF/PM Shaughn Rice.
- Chief Cermak spent time researching information for the Stanwood Senior Center, as requested by Julie Vess, addressing evacuation plans and drills to enhance relationships and knowledge of the most current processes utilized by senior centers. She is the new director at Stanwood Senior Center and serves as the Rotary President.
- The three Captains, BC, and I met for the monthly Operations meetings to set processes moving forward. BC Bartlett has begun morning briefings on a process called FreeConferenceCall.com. This will hopefully set a better process for communicating and coordinating needs between stations and officers.
- I participated in the Stanwood/Camano Rotary Parade from 0630-1330 on Saturday. As I returned home Mayor Kelly called, who had met with a promoter that needed some prevention questions answered. I returned to town to meet with them. Billy Bob Thornton will be in town September 10 for a community event that will close off an alley for six or seven hours behind 102nd Avenue.
- We received the approval to move forward on the SAFER grant. Next meeting we will add to new business to accept or reject the grant. We have Until September 5 to make that happen. Before this approval, Chief Cermak believes it would be appropriate for the Strategic Planning Committee to discuss options, meet with labor at Labor Management, and make sure we are all under the same understanding of the implications of accepting the grant. My recommendation will be to work in Labor Management on an MOU to agree that if the FTE positions are accepted that they can be removed immediately in the event that circumstances avail that cause the cancellation of the grant by either the District or FEMA.
 - Chief Cermak complimented the hard work that our staff has put into securing this grant.
- Chief Cermak worked on several issues to be discussed at the Stanwood Public Safety Committee September 22.
- Randy Krumm, Finance Manager and Chief Cermak met with Consultant, Bill Cushman. He was kind enough and felt confident enough in Randy to remove all locks and codes to allow him to use it freely. This is quite a compliment to Randy.
- We were denied our Homeland Security Grant for MDCs in the amount of \$129k. We have received notification regarding our SCBA Regional Grant.
- Chief Cermak spent numerous hours working with Lt/PM Lingel on the Physio Control Lifepak 15 monitors purchase and Staff Report presented this evening.
 - Gary Lingel should be commended for all of the work he has done to get the best price package with many hours dedicated to achieving the quotes for the products.



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- Chief Cermak noted that he has reached out to Keith Strotz via text message to ask if they wanted assistance with anything since the Stillaguamish RFA changed directions. I received no response from him to date.

Michael Burns, General Manager of Firehouse Subs in Smokey Point stopped by to drop off a donation of water that was received during their H2O for Hero's promotion in which people drop off a case of water and receive a free medium sub sandwich. The water is then donated to local Fire and Police Departments. Chief Cermak introduced the Staff and Commission and thanked him for the generous donation and all that Firehouse Subs provide for the Fire Service.

LABOR LOCAL #4118 COMMENTS

Local 4118 is entering into a GIS Study which will evaluate station placement and personnel requirements. Several other local districts are involved in this study as well.

COMMITTEE REPORTS

Sno-Isle Commissioners meeting will be held at Station 99 on September 1st. Chief Cermak will be presenting the Human Resources aspect of running a department
Strategic Planning will try to meet again before the next Labor Management meeting
Shared Services has nothing to report at this time

CORRESPONDENCE

Several cards and notes were included in the Commission packet

GOOD OF THE ORDER

If the Board of Commissioners approves the acceptance of the SAFER grant, Commissioner Sinker would just like to say that he would like to see us hire from within. Commissioner Fennell acknowledged agreement with Commissioner Sinker.

EXECUTIVE SESSION

The Board broke for Executive Session to review the performance of an employee pursuant to RCW 42.30.110(1)(g) at 1732 for 15 minutes. Executive Session was extended until 1810. The Commission reconvened at 1814 with no action being taken.

ADJOURNMENT

Motion to adjourn at 1814

1st: Commissioner Fennell

2nd Commissioner Oakes

DISCUSSION: None

APPROVED: Unanimous

Jan Iverson
Vice-Chair

Katie Ellis
Board Secretary

