



**North County Regional Fire Authority
COMMISSIONER'S MEETING
STANWOOD / STATION 99
August 12, 2015**

MEETING MINUTES

CALL TO ORDER

The following attendees were present:

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

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

Four Commissioners were present, with Commissioner Dave Fennell being excused.

Others present: Rob Freedman, Matt Johnsen, Corey Westerman, Ken Larsen, Gideon Lamb, Chris Taylor, Lucas Burns, Zander Woofenden, Ken Longley, Brandi Westling

Called to Order at: 16:02 pm by Commissioner Longley.

FLAG SALUTE:

PUBLIC COMMENTS:

Chief Cermak, Commissioners, and Staff presented our Station Volunteer Shirley Gilbertson with plants for her yard in appreciation of her dedication and willingness to be a part of our North County Fire/EMS family by volunteering her time to help us in an administrative capacity!

APPROVAL OF AGENDA:

1st: Commissioner Sinker 2nd Commissioner Oakes

DISCUSSION: None

APPROVED: Unanimous

APPROVAL OF CONSENT AGENDA:

MOTION:

Approve Consent Agenda as presented.

1st: Commissioner Sinker 2nd Commissioner Oakes

DISCUSSION: None

APPROVED: Unanimous

OLD BUSINESS:

Update on the Stanwood ILA was provided by the Chief. Commissioner Longley will sign it this evening and then it will be sent back to Stanwood for finalization.

EMS Transport Collections was discussed along with discussing the need to recreate an old poverty level based Charity Policy that cannot be located.

MOTION:

Approve moving forward with West Coast Adjusters to begin collection efforts on outstanding EMS Transport Fees. The collection efforts will be at 133% in order to avoid NCRFA from the burden of the collection fees charged from West Coast Adjusters.

1st: Commissioner Sinker 2nd Commissioner Iverson

DISCUSSION: None



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APPROVED: Unanimous

NEW BUSINESS:

Charity Policy

Discussed in Old Business with EMS Transport Fees

Staff Report - Finance

We have the option of charging the patient the collection fee (33 1/3%) or absorbing it as an expense for doing business.

Resolution 08122015-01 – Amending Resolution 03272013-02

Randy Krumm provided background on the need to assign an Auditing Officer for Claims Paid and provided the process that will be used by amending the resolution. Multiple people will still review and audit the claims before they are paid. Commissioners will no longer need to sign every warrant. The signatories on the Warrant account will be 1) Fire Chief 2) Board Chair 3) District Secretary 4) Finance Manager

MOTION:

Approve the Amendment of Resolution 03272013-02 with Resolution 08122015-01

1st: Commissioner Oakes 2nd Commissioner Sinker

DISCUSSION: None

APPROVED: Unanimous

Resolution 08122015-02 – Appointment of Agent for Tort Claims

MOTION:

Approve Resolution 08122015-02 – Appointing Chief Cermak as the Agent for Tort Claims

1st: Commissioner Oakes 2nd Commissioner Iverson

DISCUSSION: None

APPROVED: Unanimous

Surplus Property

The Fire Chief has been asked if we were able to provide several helmets to former Firefighters who were once employed at NCRFA as a way to honor their service. Discussion followed regarding with regard to whether or not this would fall under gifting of public funds. Rob Freedman made a suggestion that possibly the Association would pay NCRFA for the current value of the helmet and that would alleviate any question of gifting of public funds.

Station 96 Staffing

Fire Chief Cermak noted that there have been two incidents lately (July 4 and August 9) that Station 96 has been unstaffed due to the lack of ability to fill shifts with Part Paid Firefighters and another incident in which our staffing software had a glitch and an employee was not notified that he was awarded overtime. We are working to fix the issues to avoid this from happening again. Commissioner Sinker has requested a monthly report on the number of times this occurs each month.

CHIEF'S REPORT:

- All Commissioners were added to the All Employees list for inclusion
- Kudos to Temporary BC Wilbur and Elizabeth Early for their efforts in preparing for the annual Stanwood Camano Fair.
- Commissioner Oakes and I met with Shawn Yanity and it appears that the new agreement will be moving forward with the Room Rate tax for the hotel. It should be available for your review and acceptance in the September meeting and placed into effect in October on their fiscal calendar.
- Participated in the National Night Out. Thanks to all that assisted in making this a positive community event.
- Several meetings with the Negotiations Committee occurred during this period. Positive progress has been made regarding a new model to address financial impacts the RFA is currently experiencing.
 - Thank you to the Labor Group, Comm. Fennell and Oakes for their commitment to the process.



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- The CBA was reviewed and prepared for the ongoing negotiations process and forwarded to the Commissioner committee members for comment and discussion.
- All parties have agreed to keep discussions between committee members until it is necessary to vote at the appropriate time. This will prevent unnecessary rumors and speculation.
- Further research was conducted by staff and self, regarding the dissolution of District 14 and 18 on the November ballot. A SWOT Analysis was sent to all Commissioners for consideration and thought.
 - Feedback provided direction to wait on the Dissolution of District 14/18 governance issue until the 2016 election process.
- Otto Klein and Rich Davis were consulted regularly on the current personnel issue.
 - To be discussed in Executive Session
- Joel Smith returned to work on July 31 with a Fit for Duty from his personal doctor.
- Chief has worked with the City of Stanwood on multiple projects
 - HMP Plan and Dara Salmon are in final stages
 - Verbiage for the Stanwood Levy Lid lift with Greg Thramer and Chief Hawkins. Liz Loomis was consulted to insure we were not jeopardizing our position with the Permanent EMS Levy with the city verbiage.
- Steve Towers was able to keep us up and running with aid units during a shortage. Camano Island was kind enough to loan us the Terrastar software so he could analyze the problems. It appeared it was repaired until August 10 when it relapsed. The other remount was picked up and placed into service by Capt. Helms.
- Shawn Yanity's Grandmother passed; we sent condolences as well as a plant from the NCFE.
- Chief Cermak met with Chief Schick to discussion joint opportunities & assistance for future thought.
- Directives/Memorandums Issued:
 - Reaction Time
 - Stanwood Camano Fair Expectations
 - Overtime filling procedures
- FC Silva was very helpful in assisting with duplicated information for ongoing negotiations. I forwarded the info to Comm. Oakes and Comm. Fennell. Randy is adding Camano to the list with the info provided by the union.
- Katie has worked diligently to get ID cards for all new and existing employees. We requested our camera back from Paul McDowell for everyone's use. It may be checked out by anyone wishing to utilize it for district use. Katie is working on getting all of the Commissioners IDs to continue what EJ and Paul had been working on. The City of Arlington has a machine and is assisting us with that endeavor. Katie will be asking all employees to come in to get pictures in uniform. Commissioners would like the pictures we have on the website to be used for their badges, with the exception of Commissioner Longley – who will have his retaken.

LABOR LOCAL #4118 COMMENTS:

Corey Westerman noted we have had 8 structure fires since July 1st. He noted this would be around the same amount typically seen in a 6-month period

COMMITTEE REPORTS:

Commissioner Sinker noted the Sno-Isle Fire Commissioners will meet again next Wednesday.

CORRESPONDENCE:

Received a thank you note from the Everett Clinic thanking our Crews for an outstanding job. Captain Johnsen believes this was due to a stressful call in which he credited Chris Taylor for an outstanding job taking control of the scene.

Received a thank you note from a community member thanking Matt Fleischbein for his work with her

GOOD OF THE ORDER:

Firefighter Burns will be leaving our organization to join the Coast Guard. Chief Cermak congratulated him and expressed his interest in having him back in our organization at some point.



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EXECUTIVE SESSION:

The meeting broke for Executive Session at 17:09.

The regular meeting was called to order again at 18:23. No action was taken during executive session.

ADJOURNMENT:

MOTION:

To adjourn the meeting at 18:24

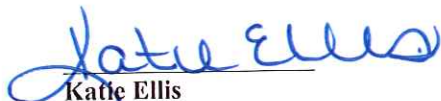
1st: Commissioner Sinker 2nd Commissioner Iverson

DISCUSSION: None

APPROVED: Unanimous



Larry Longely
Chair



Katie Ellis
Board Secretary