



**North County Regional Fire Authority  
 COMMISSIONER'S MEETING  
 STANWOOD / STATION 99  
 September 14, 2016  
 4:00pm**

**MEETING MINUTES**

**CALL TO ORDER**

The following attendees were present:

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

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

Meeting called to order at 1603

**FLAG SALUTE**

Done during Dist.18 Meeting

**PUBLIC COMMENTS**

None

**APPROVAL OF AGENDA**

Motion to approve the Agenda

1<sup>st</sup>: Commissioner Longley                      2<sup>nd</sup> Commissioner Iverson

**DISCUSSION:** None

**APPROVED:** Unanimous

**APPROVAL OF CONSENT AGENDA**

Motion to approve the Consent Agenda

1<sup>st</sup>: Commissioner Iverson                      2<sup>nd</sup> Commissioner Longley

**DISCUSSION:** None

**APPROVED:** Unanimous

**APPROVAL OF MEETING MINUTES**

Motion to approve the August 24, 2016 meeting minutes

1<sup>st</sup>: Commissioner Iverson                      2<sup>nd</sup> Commissioner Sinker

**DISCUSSION:** None

**APPROVED:** Unanimous

**OLD BUSINESS**

- 2<sup>nd</sup> Review - Policy 25
  - Chief Cermak clarified the process and how the bridge program is designed to help recruit and retain new firefighters and paramedics.
  - Comm. Iverson requested that the list of 10 items on page one be reformatted so it is more readable.
  - Comm. Sinker asked if Labor had reviewed the policies. Chief Cermak responded yes they have had the opportunity to review and comment but reminded everyone that this policy is not covered by the CBA.
  - Chief Cermak clarified that the recruits do a modified agility to get into the academy and perform a separate NTN CPAT before becoming a North County part-time firefighter/EMT.
  - Motion was made by Commissioner Longley and seconded by Commissioner Iverson to adopt Policy 25. No further discussion and motion was approved unanimously.
- 2<sup>nd</sup> Review – Policy 45



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- Chief Cermak stated that Station 92's WSRB rating has increased but all other stations ratings are down. He also mentioned the option of a residency program at 92 but it might be cost prohibitive. Comm. Sinker stated that he was not in favor of the residency program there due to the lack of supervision.
- **Motion was made by Commissioner Iverson and seconded by Commissioner Longley to adopt Policy 45. Yeas: Iverson, Longley and Oakes. Nays: Sinker. No further discussion and motion was approved by a 3-1 vote.**
- **2<sup>nd</sup> Review – Policy 51**
  - Chief Cermak stated that the only changes from previous version were the highlighted sections.
  - Comm. Longley asked if BC Bartlett had given his input to this policy. Chief Cermak responded that Don's input was included in this version.
  - **Motion was made by Comm. Longley and seconded by Comm. Iverson to adopt Policy 51. No further discussion and motion was approved unanimously.**
- **2<sup>nd</sup> Review – Job Descriptions**
  - Chief Cermak stated that the Labor-Management meeting scheduled for today was cancelled as the two sides did not get the opportunity to discuss and review together.
  - **Comm. Longley motioned and Comm. Iverson seconded that the rules of order be suspended to allow Labor representative to speak to this issue. Motion was approved unanimously.**
  - Labor representative Will King said that the proposed job descriptions were given to the members of the union for review but they have not had a chance to discuss as the next union meeting is scheduled for tomorrow. Also gave them to the shop stewards who all had concerns with the job descriptions. Members were making notes of their issues and are preparing to discuss them at the membership meeting tomorrow. Will asked Chief Cermak if the Commissioners had seen Labor's job descriptions. He replied they had been shared with the commissioners on the Labor Management committee as the provided descriptions were melded into the District Job Description format. Comm. Iverson asked Will what are the member's issues? Will replied that they felt the job descriptions represented a change in working conditions and a loss of benefits. Comm. Iverson then asked if the battalion chief position was part of the union to which Chief Cermak replied yes.
  - **Comm. Longley motioned to table the job descriptions until the next meeting and Comm. Iverson seconded.** Comm. Longley stated that we have all worked on these job descriptions for a long time and it seems the union is dragging its feet. He said not all issues need to go to every member and union leadership needs to handle things. After discussing when the union would be ready, **Comm. Longley amended his motion to table the topic until the Oct. 12<sup>th</sup> meeting to give Labor enough time to review and get back to management. Comm. Iverson seconded the motion. The motion carried unanimously.** Will King then stated that he was not sure they would be ready by that time but would attempt to have them ready for a rescheduled Sept 26 Labor Management meeting.
- **Resolution 08242016-01 Follow Up**
  - Chairmen Oakes read aloud a letter he had received from the Mayors of Arlington and Marysville.
  - Chief Cermak reported that he and Chairmen Oakes had attended the City of Stanwood's Public Safety Committee meeting recently. That committee was interested in being involved in merger discussions also. He said that there will likely be a letter written soon from the City of Stanwood.
  - Fire District #12 Commissioner Gary Bontrager reported to the commission that they are starting RFA talks and working on forming committees to study the possibility of forming an RFA. He said they will keep North County involved in the process so we can see how North County might fit in the long term plan. But they are definitely not saying no to our involvement or possible merger and they want to work with us.

**NEW BUSINESS**

- **Station 92 – WSRB Staffing**
  - Already discussed under Policy 25 discussion earlier in meeting.
- **Discussion Regarding Attending Camano Island Fire Commissioner Meetings**



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- Chief Cermak spoke with Camano Island Fire Chief Schick and was told that Camano Island commissioners would like some representation from our board at their regular meetings. Comm. Sinker stated he would represent us and will start attending their meetings.
- City of Stanwood Quarterly Meeting (9/26/16)
  - Chief Cermak reported that the City of Stanwood Public Safety committee meeting, Councilwoman Callaghan stated that the city used to have quarterly meetings with representatives from the Fire District and would like that practice to start again. The proposed meeting day is the 4<sup>th</sup> Monday of the month in the 3<sup>rd</sup>, 6<sup>th</sup>, 9<sup>th</sup> and 12<sup>th</sup> months of the year so the next meeting would be September 26<sup>th</sup> at 6:00 pm here at Station 99. Commissioners Iverson and Sinker stated they would be in attendance.

**CHIEF'S REPORT**

- Chief Cermak gave updates on the Safer grant, 2017 budget progress, EVCC training consortium and his recent presentation to Windermere Realty.

**LABOR LOCAL #4118 COMMENTS**

- Member Ken Larsen read text from Local President Will King stating that the union members will review the job descriptions at tomorrow's meeting. The text also wanted to remind everyone of CBA article 38.2 which states that all policies will be reviewed by Union representative.

**COMMITTEE REPORTS**

- Comm. Sinker stated that there was a great response to last month's Sno-Isle meeting held here at Station 99. He also stated he had attended the Camano Island Fire & Rescue's open house as well as the Oso salmon feed.
- Comm. Oakes reported that he attended the shared service committee meeting as well as the City of Stanwood's Public Safety Committee.

**CORRESPONDENCE**

- We received from the Center for Public Service Excellence Chief Cermak's re-designation as a Certified Professional Fire Chief. The commission agreed that we should release the press release for publication as it builds goodwill for our organization and shows our transition to a more professional fire department.

**GOOD OF THE ORDER**

- Chief Cermak reported that Firefighter Karstetter was leaving us to take a full-time position with Ferndale and publically thanked him for his four years of hard work and contributions to our organization.

**EXECUTIVE SESSION**

- None

**ADJOURNMENT**

Motion to adjourn at 1703.

1<sup>st</sup>: Commissioner Iverson

2<sup>nd</sup> Commissioner Sinker

DISCUSSION: None

APPROVED: Unanimous

  
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Greg Oakes  
Chair

  
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Randy Krumm  
Interim Board Secretary