



**North County Regional Fire Authority  
 COMMISSIONER'S MEETING  
 STANWOOD / STATION 99  
 December 09, 2015  
 4pm**

**MEETING MINUTES**

**CALL TO ORDER**

The following attendees were present:

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

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

Meeting called to Order at: 16:02 by Commissioner Longley, with all Commissioners present

**FLAG SALUTE:** Done during Dist.18 Meeting

**PUBLIC COMMENTS:** None

**APPROVAL OF AGENDA:**

**Motion to approve the Agenda**

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

**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 Sinker

**DISCUSSION:** None

**APPROVED:** Unanimous

**OLD BUSINESS:**

Review of Finance Committee Guidelines: These were submitted by Commissioner Ashley and reviewed by Chief Cermak and Finance Manager Randy Krumm.

**Motion to approve the Finance Committee Guidelines**

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

**DISCUSSION:**

**APPROVED:** Unanimous

**NEW BUSINESS:**

Approval of Resolution 12092015-01 – Adoption of 2016 Budget

**Motion to approve Resolution 12092015-01 to adopt the 2016 Budget**

1<sup>st</sup>: Commissioner Oakes 2<sup>nd</sup> Commissioner Fennell

**DISCUSSION:** Budget was presented based upon the last proposed offer to the Local 4118. A budget amendment may be necessary depending on where negotiations land.

**APPROVED:** Unanimous



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Approval of Resolution 12092015-02 – Reduction of Board

**Motion to approve Resolution 12092015-02 to reduce the Board from 6 members to 5 members**

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

**DISCUSSION:** Our attorney's collaborated to write this resolution and decided that this will not impact our ability to dissolve District 14 and District 18 if approved by voters in August of 2016. It was determined based upon assessed values of each District that District 18 would reduce their 3-person Board representation to a 2-person representation.

**APPROVED:** Unanimous

**PTE Compensation / Insurance:** Discussion amongst the Board regarding the Affordable Care Act impacts on NCRFA by way of either paying for insurance for PTE who meet the requirements or pay a penalty. It has been determined that the penalty will be less than providing insurance for this group of employees. There will be some follow up with the experts to ensure that we have the correct information before making decisions moving forward. Chief Cermak also noted that we are looking at the pay steps available to our PTE and finding ways to make increasing their potential by way of certifications etc. These changes will also include some sort of requirement of PTE being mandated to work a certain number of holidays in order to properly staff our stations.

**Volunteer Program:** Chief Cermak and BC Davis have been doing some research regarding how other organizations are utilizing their volunteers and how their programs work. Randy Krumm discussed how the Board for Volunteer Fire Fighters (BVFF) provides both retirement and insurance for our volunteer fire fighters. Retirement is \$60/yr per person and the disability insurance is \$30/yr per person. Currently we have five (5) active volunteers. Commissioner Sinker would like to see "extra" volunteers to be utilized at stations that are short staffed (i.e. Station 96) rather than at another station which is properly staffed. He believes we have a volunteer who is volunteering at a station that is properly staffed because the station is convenient to the volunteer's home, rather than for the need to ensure proper staffing. The Board would like for staff to continue looking into viable options for NCRFA and our volunteers when the workload stabilizes.

**CHIEF'S REPORT**

- I attended a WebEOC training in Mt Vernon to assess a software for disaster management for the City of Stanwood.
- I met with Deborah Knight, Greg Thramer, and Trevor Harrison regarding the recent flood as an after action. Several good conversations occurred to discuss staffing during such events and who will manage the EOC.
- Randy and I have been working on updating our septic services. They were evaluated by Greenworks and haven't been serviced recently and some required pumping. The Station 97 company that is contracted have not notified us of many of the issues and rigged things to work. For instance, the UV light was disabled and has signs of a short circuit. Station 92 has horses walking on the leach field; the horses apparently belong to the neighbor who is a past volunteer that Chief Fulfs had agreed to allow them to pasture. This presents a liability as the horses could fall into one of the capped sections and injure themselves.
- I met with Chief Schick and we will be looking at setting up a date in early January where two commissioners from each group can meet and discuss shared opportunities.
- Time was spent with Dr. Fenn assisting with research for the potential grant for the entire Snohomish Co. I was able to get her valuable information for all participants from a friend that was very involved with the Texas Medstar Program.
- A community member made an appointment to discuss the EMS Levy. She addressed concerns that she had about some of the publicity. I explained the process. She would like to create a community group to discuss this and other community ideas. She is a public affairs specialist and thinks we can brand ourselves better. She was happy with the Liz Loomis guidance through the EMS Levy.
- Work continued on several policy issues to address expectations in the organization under the consultation of Otto Klein and Rich Davis.
- The Terrastar is back; they replaced a fuel filter and fuel pump to see if that will fix this current coding issue



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**LABOR LOCAL #4118 COMMENTS:** N/A

**COMMITTEE REPORTS:**

Commissioner Sinker was sworn in during the December 3<sup>rd</sup> Sno-Isle Commissioners Association meeting. They will also be hosting the annual banquet at Glen Eagle on January 30<sup>th</sup>. Commissioner Sinker will look into ensuring that we are properly receiving invoices etc. because we still owe for the banquet, dues, etc.

**CORRESPONDENCE:** N/A

**GOOD OF THE ORDER:** Commissioner Fennell asked how the Lights of Christmas was going. Chief Cermak noted that we have a medic on site during the event on "Stand By". Commissioner Fennell expressed his dislike of us taking our apparatus out of its area in order to benefit a "for profit" organization. Chief Cermak reminded the Board that the Warm Beach Community Center donates \$2,000 annually to NCRFA and that if we charged them for our presence at their event, the \$2,000 might be more than what we would receive in revenue otherwise.

**EXECUTIVE SESSION:**

- The meeting broke for Executive Session at 1757 and expected to last 45 minutes, to review the performance of a public employee per RCW 42.30.110(g). Executive Session was extended 10 more minutes, ending at 1856.  
**Action:** Commissioner Oakes noted that the Board provided Chief Cermak with his performance evaluation and the Board unanimously voted to extend the Chief's contract 1-year and to invoke an Evergreen Contract.

**ADJOURNMENT:**

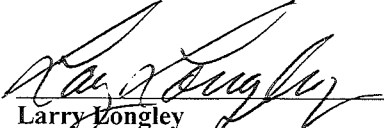
**Motion to adjourn at 18:56**

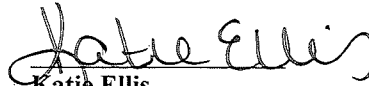
1<sup>st</sup>: Commissioner Fennell

2<sup>nd</sup> Commissioner Sinker

**DISCUSSION:** None

**APPROVED:** Unanimous

  
Larry Longley  
Chair

  
Katie Ellis  
Board Secretary

