



**North County Regional Fire Authority
 COMMISSIONER'S MEETING
 STANWOOD / STATION 99
 May 13, 2015**

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	Bob Magee
x	Janet Iverson

Fire Authority Staff	
x	John C. Cermak, Fire Chief
	Bob Eastman, Assistant Chief
x	Scott Johnston, Battalion Chief
x	Katie Ellis, Executive Assistant
x	Brandi Westling, Acting Board Secretary
x	Will King, Labor Local #4118, President

All six Fire Commissioners were present. This meeting was recorded for reference only.
 Called to Order at: 4:02 pm by Commissioner Longley.

FLAG SALUTE:

PUBLIC COMMENTS: There were No Comments.

APPROVAL OF AGENDA:

MOTION: Approve Agenda as presented.

1st: Commissioner Oakes 2nd Commissioner Fennel

DISCUSSION: None

APPROVED: Unanimous

APPROVAL OF CONSENT AGENDA:

MOTION: Approve Consent Agenda as presented.

1st: Commissioner Magee 2nd Commissioner Oakes

DISCUSSION: None

APPROVED: Unanimous

OLD BUSINESS:

Chief Cermak provided clarification on the data in the 1st quarter report detailing call information for Station 99. Chief Cermak has provided a copy of this report to City of Stanwood, City Administrator Deborah Knight to review. He will meet with Deborah Knight again on June 11, 2015 to further review this data report, as well as the budget model created by Bill Cushman.

NEW BUSINESS:

Introduced Katie Ellis, Executive Assistant to the Board and accepted the Oath of Office for Katie as District Secretary.

MOTION: Approve Resolution 05132015-06: Financial Authority

1st: Commissioner Iverson 2nd Commissioner Magee

DISCUSSION: None

APPROVED: Unanimous

MOTION: Approve Resolution 05132015-07: District Secretary

1st: Commissioner Fennel 2nd Commissioner Oakes

DISCUSSION: None



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APPROVED: Unanimous

Review/Acceptance of December 2014 Annual Report, prepared and presented by Randy Krumm.

Chief Cermak introduced Bill Cushman, former longtime City of Everett Finance Director. Mr. Cushman has been working with Chief Cermak on a budget model to be used with the City of Stanwood to illustrate the cost parameters of service provided.

CHIEF'S REPORT:

- Worked with Liz and AJ on the next steps for the RFA inclusion on the August Ballot.
- The FireTrex Program is moving along and projected to be in full operation June 1. BC Johnston has done an outstanding job implementing the program with all of the system parameters.
- Met with Local 4118 Union President Will King to discuss future policy issues.
- Otto Klein and Rich Davis were consulted regularly on current personnel issues.
 - Rich Davis was in contact with VFIS with concerns about future coverage relating to ongoing personnel issues and the payout discrepancies relating to that issue. Kathi Pace has done an outstanding job dealing with that process and securing District interests.
 - Rich Davis worked with Theresa Pruett re: Dawn Connor separation to be covered in executive session.
- A Reaction Time policy was drafted and forwarded to the BC's for input.
 - It was discussed in today's Ops Meeting
- The Voter Pamphlet Statement and Resolution for the RFA was forwarded to the County Auditor's Office- Elections Committee.
 - Thank you to the Commissioners for reaching out to community members trying to involve interested parties to the Pros/Cons statement process
- Randy and I met on multiple occasions to discuss the annual report. The annual report was sent for your review and approval for submission.
- Brandi and I met and reviewed minutes and agendas for the May 13 meeting and the May 8 communication to the commissioners in my absence.
 - Everyone should have received a packet on Friday with attachments for their review for this meeting
- I took 40 hours vacation time to attend a THINK Conference in Colorado Springs with my wife.
- There was a change order in the amount of \$2,200 for the remount of the first unit. The flooring was not initially specified in the process and is cracked presenting a problem for health. The lettering needed to be modified to meet current specs.

ACTION ITEMS:

- Continue work on a Social Media Policy.
- Due to the need to have a special meeting to conduct the Chief's 6-month review/budget review and 4896, an extra night's stay in Chelan will be necessary – which requires the rental of a small conference room and 1-extra night's stay for the Commissioners and Chief Cermak. Chief Cermak will contact the Mathis Group to obtain the evaluation forms necessary for his evaluation. (canceled)
- A special meeting notice with date and address will be sent out.

LABOR LOCAL #4118 COMMENTS:

- Janice Corbin provided top notch training to all of the shifts.
- Resilience Fitness is going to be torn down soon and the owners have allowed the building to be used for training (until May 27th), which has proven to be a valued opportunity.



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- A citizen has thanked Station 99 – A Shift for replacing the smoke detectors in her home.
- Corey Westerman is the proud new dad of a baby boy and Matt Fleischbein wife is currently expecting.
- Morale seems to be in great shape!
- Chief Cermak noted that Janice Corbin is working with a 4 month retainer and will be addressing policies/procedures as well as providing a mandatory training distinguishing “Right vs. Wrong” and conflict resolution.

COMMITTEE REPORTS:

- Labor Management was cancelled, will reschedule for a later date.
- Commissioner Longley would like an update and review of the budget.

CORRESPONDENCE: None

EXECUTIVE SESSION: No Action Taken.

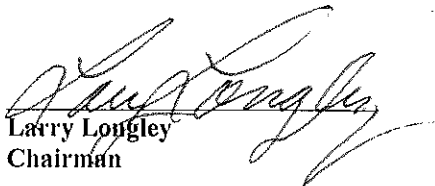
ADJOURNMENT: Motioned to adjourn the meeting 6:53pm.


MOTION: To adjourn the meeting at 6:53pm

1st: Commissioner Magee 2nd Commissioner Oakes

DISCUSSION: None

APPROVED: Unanimous


Larry Longley
Chairman


Katie Ellis
Board Secretary