



North County Regional Fire Authority
COMMISSIONER'S MEETING
Hybrid
OCTOBER 11, 2023
4:00pm

CALL TO ORDER

The following attendees were present:

COMMISSIONERS

Rob Johnson, Chair
Jan Iverson
Judy Williams
Ric Cade
Debora Nelson
Barb Tolbert
Marilyn Oertle
Larry Longley
Greg Oakes

FIRE AUTHORITY STAFF

John Cermak, Fire Chief
Dave Kraski, Deputy Fire Chief
Doug ten Hoopen, Assistant Chief Support Services
Jenn Baxter, Admin. Assistant

The meeting was called to order at 4:09pm by Chairman Johnson.

EMPLOYEE AND PUBLIC COMMENTS

There were no public or employee comments

MOTION TO APPROVE AGENDA WHICH WAS AMENDED LATER IN THE MEETING TO INCLUDE DISCUSSION AND POSSIBLE ACTION FOR PROJECT FORENSICS ANALYST RETAINER.

1st: Commissioner Nelson 2nd Commissioner Williams

APPROVED: Unanimous

EXECUTIVE SESSION

The Board entered executive session from 4:18pm to 4:58pm executive session pursuant to RCW 42.30.110(1)(i) to discuss with NCRFA legal counsel Litigation that the agency reasonably believes may be commenced by or against the agency, the governing body, or a member acting in an official capacity; Discussion only, no action taken.

MOTION TO APPROVE CONSENT AGENDA

1st: Commissioner Oertle 2nd Commissioner Williams

APPROVED: Unanimous

MOTION TO APPROVE September 27, 2023 MEETING MINUTES

1st: Commissioner Oertle 2nd Commissioner Longley

APPROVED: Unanimous

UNFINISHED BUSINESS

- Update and recommendation from the Compensation Committee



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MOTION TO ADOPT THE ATTACHED APPENDIX B-SALARY SCHEDULE FOR NON-REPRESENTED EMPLOYEES WITH THE NOTED STEP PLACEMENTS FOR EACH EMPLOYEE.

1st: Commissioner Nelson 2nd Commissioner Oertle

Discussion: None

APPROVED: Unanimous

MOTION THAT IN ORDER TO PROMOTE EMPLOYEE RETENTION, THE BOARD DIRECTS OUR FINANCE DIRECTOR TO CALCULATE THE DOLLAR AMOUNT OF WAGE INCREASES REPRESENTED IN THE ATTACHED PAY SCALES AND PLACEMENT OF EACH EMPLOYEE WITHIN THE SCALES, FOR THE DATES JULY 1, 2023, THROUGH DECEMBER 31, 2023. THAT DOLLAR AMOUNT WILL BE ADDED TO THE FIRST PAYCHECK OF 2024 FOR EACH EMPLOYEE WHO REMAINS EMPLOYED WITH NCRFA THROUGH DECEMBER 31, 2023, AS AN EMPLOYEE RETENTION INCENTIVE.

1st: Commissioner Nelson 2nd Commissioner Oertle

Discussion: Future Compensation Schedules should be reviewed annually and a comparison study done every 3-5 years to stay current and competitive.

APPROVED: Unanimous

NEW BUSINESS

- Staff Report – Ambulance Purchases – *submitted by Chief ten Hoopen – possible action*

MOTION TO ENTER INTO IMMEDIATE CONTRACT WITH LIFE LINE AMBULANCE FOR PURCHASE OF ONE RE-CHASSIS'd AMBULANCE IN ORDER TO MEET A NOVEMBER BUILD START DATE.

1st: Commissioner Oakes 2nd Commissioner Oertle

Discussion: With funds collected from transport billing, the budget allows for the purchase of one brand new ambulance and one re-chassis'd ambulance annually.

APPROVED: Unanimous

MOTION TO ENTER INTO IMMEDIATE CONTRACT WITH LIFE LINE AMBULANCE FOR TWO PURCHASES IN THE FORM OF ONE ALL-NEW AMBULANCE AND ONE RE-CHASSIS'D AMBULANCE, WITH THE KNOWLEDGE THAT THESE UNITS WILL NOT BE READY FOR DELIVERY AND PAYMENT UNTIL 2025.

1st: Commissioner Oakes 2nd Commissioner Williams

Discussion: The Board will vote for approval when it comes time to purchase. The contract does not obligate us to pay at this time.

APPROVED: Unanimous



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MOTION TO ADD TO THE AGENDA DISCUSSION AND POSSIBLE ACTION OF THE PROJECT FORENSICS ANALYST RETAINER UNDER NEW BUSINESS.

1st: Commissioner Nelson

2nd Commissioner Longley

Discussion: None

APPROVED: Unanimous

MOTION TO APPROVE THE \$5,000 RETAINER WITH HAINLINE TO ASSIST IN MITIGATING THE ARCHITECT RECOVERY COSTS FOR SERVICES AND ADDITIONAL CONSTRUCTION COSTS BY SUBPAR SERVICES.

1st: Commissioner Oakes

2nd Commissioner Williams

Discussion: None

APPROVED: Unanimous

CHIEF'S REPORT – *as presented by Chief John Cermak – no action*

IAFF LOCAL 3438 REPORT – *no action*

BOARD DISCUSSION – COMMISSIONER COMMENTS

MOTION TO ADJOURN 5:47pm

1st: Commissioner Oakes

2nd Commissioner Oertle

Discussion: None

APPROVED: Unanimous

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Rob Johnson

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Rob Johnson
Commission Chair

DocuSigned by:

Jenn Baxter

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Jenn Baxter
Administrative Assistant