



**North County Regional Fire Authority
COMMISSIONER'S MEETING**

**March 13, 2024
4:00pm**

CALL TO ORDER

The following attendees were present:

COMMISSIONERS

Ric Cade
Rob Johnson
Leonard Kelley
Greg Oakes
Marilyn Oertle
Al Schreiber
Holly Sloan-Buchanan

FIRE AUTHORITY STAFF

John Cermak, Fire Chief
Dave Kraski, Deputy Fire Chief
Doug ten Hoopen, Assistant Chief Support Services
Randy Krumm, Finance Director
Kari Wheeler, Administrative Assistant/Comm. Secretary
Theresa Ramey, Executive Assistant/Data Analyst
Allison Jubb, Human Resources Director

The meeting was called to order at 4:00 pm by Vice Commissioner Chair Johnson.

Vice Commissioner Chair Johnson led the room in the Pledge of Allegiance.

PUBLIC AND EMPLOYEE COMMENTS

Laura Hoffman – *verbal comment, comments summarized*

Laura shared that she is a resident of FD 21 and original member of the Citizens Advisory Group, and has many connections with North County. She shared her stunned reaction to North County's Chief appearing at a community group meeting in FD21. She indicated he told the group that he was there to make himself available for any questions. She noted & appreciated his professionalism. During the discussion she said she asked the Chief is "this is a hostile takeover?". She asked that North County Commissioners be willing to meet with FD 21 Commissioners in an Open Public Meeting to discuss the situation regarding contract negotiations for ALS services.

Dave Safford, Commissioner – FD21 – *verbal comment, comments summarized*

Commissioner Safford share that he has 47+ years of service with FD 21. He indicated that the disagreement lies in the years included in the PCG study are where the disagreement lies. He expressed a desire to see the matter over negotiations resolved.

Commission Chair Oertle thanked both of the public speakers and noted that the Commission was unable to respond or discuss on matters in litigation.



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IAFF LOCAL 3438 REPORT – *verbal update from Capt. Kirk Normand – no action*

- Capt. Normand shared that on 3/1 at approx.. 12:00 pm, the City of Arlington was without coverage for 1 hour because all of North County units were on other calls. On behalf of the Labor Union, he wanted to stress the importance of their top priority of seeing dedicated units (M46, M48) in the east side of the district.

MOTION TO APPROVE AGENDA

1st: Commissioner Kelly **2nd** Commissioner Johnson

Discussion: none

APPROVED: Unanimous

MOTION TO APPROVE CONSENT AGENDA w/ the amendment to pull the Quarterly Division report as a separate presentation.

1st: Commissioner Johnson **2nd** Commissioner Kelly

Discussion: The commissioners had discussed at their retreat the desire to have staff departments give an oral update or presentation on a rotating basis, in addition to the written report submitted. The Secretary of the Board called to attention that she had missed notating this presentation on the agenda and didn't want it to be missed.

APPROVED: Unanimous

2023 Q4 TRAINING REPORT – *Presented by BC Koontz. Presentation only, no action. No discussion.*

- See Appendix A

UNFINISHED BUSINESS

No discussion

NEW BUSINESS

No discussion

CHIEF'S REPORT – *presented by Chief Cermak. No action, no discussion.*

- See Appendix B

Chief Cermak introduced North County's new Human Resource Director, Allison Jubb. Allison has hit the ground running and is a welcome addition to the North County administration team!



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DISCUSSION – COMMISSIONER COMMENTS

No discussion.

GOOD OF THE ORDER

No discussion.

MOTION TO ADJOURN 4:36pm

1st: Commissioner Oakes

2nd: Commissioner Johnson

Discussion: None

APPROVED: Unanimous

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**Marilyn Oertle
Commission Board Chair**

3/29/2024

Date Signed

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**Kari Wheeler
Commission Secretary**

3/28/2024

Date Signed

APPENDIX A



Fourth Quarter 2023 Training Report

As 2023 ended, I evaluated employee performance related to legally mandated training throughout the year. Legal mandates outlined by the State of Washington and the Washington Survey and Rating Bureau (WSRB) are the minimum standards that our employees must meet. We had a 95% compliance rate in those mandated categories. We also had 100% compliance with our Joint Apprenticeship (JATC) members. Acting Captain Gilman is in charge of the JATC program, making us an industry leader in review and compliance.

In 2023, we onboarded 20 new full-time employees. I'm very proud of the work done by the members of our organization in managing the onboarding and evaluation of our latest members. We had a mix of new hires who attended the full-time academy and lateral employees who came to us with previous experience. Employees undergo three trimesters in the first year to be released from probation. The first trimester is the fire academy, the second trimester is fire-related, and the third trimester is emergency medical services (EMS). All candidates must pass each section with a minimum score of 80%.

We are making great strides in the organization, and I want to recognize the great work done by our members. From pre-academy through to the end of probation, it takes a team effort to test, evaluate, and mentor members.







NORTH COUNTY REGIONAL FIRE AUTHORITY

APPENDIX B

DATE: March 13, 2024
TO: Fire Commissioners
FROM: John C. Cermak, Fire Chief
SUBJECT: **FEB 28-MARCH 13, 2024: COMMISSION UPDATE**

- I'd like to thank the commission for taking their time to attend the Board retreat. I thought it went extremely well and provided us with clear direction moving forward.
- Randy attended the Consortium Admin meeting to reconcile the process for the first academy and NCRFA responsibilities for Finance. It went well and had some modifications to return next meeting for final reconciliation. I attended virtually from Portland NW Leadership.
- A lawsuit was served to FD 21 on Sunday, March 10. I attended a community group meeting in Arlington Heights to answer questions for those participants. Chief Schmidt and Comm. Safford arrived about fifteen minutes after the meeting started. I explained to the group that I was present to answer questions but not there to debate with Chief Schmidt due to the impending lawsuit. They had questions regarding the lawsuit as to why mediation wasn't completed prior to the lawsuit. I explained that the contract had no provision for mediation and that our next step had to be filing the suit, but nothing precluded their fire district from requesting mediation or arbitration through their lawyer.
- I attended a State JATC quarterly meeting.
- I completed work on FD21 items for next steps, one of which was clarifying that August 1 would be the date of service completion.
- Matt Kuntz is working hard on a fire hydrant project at Station 96 and preparing the interior for occupancy in July.
- Concrete was poured for the foundation of the strip mall prop.
- I spent time with Allison Jubb driving her around and introducing her to crews and station locations.