

## **North County Regional Fire Authority**

# COMMISSIONER'S MEETING via ZOOM

May 13, 2020 4:00pm

#### **CALL TO ORDER**

The following attendees were present:

**COMMISSIONERS** 

Greg Oakes, Chair Jan Iverson Judy Williams Ric Cade

Larry Longley, Vice-Chair

Rob Johnson

FIRE AUTHORITY STAFF

John Cermak, Fire Chief
Don Bartlett, Assistant Fire Chief
Mike Makela, Assistant Fire Chief
Katie Casey, Board Secretary
Randy Krumm, Finance Manager

Kayley Mizell, Administrative Assistant

Meeting called to order at 4:00 pm

#### **EMPLOYEE and PUBLIC COMMENTS - N/A**

#### APPROVAL OF AGENDA

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

2<sup>nd</sup> Commissioner Johnson

DISCUSSION:

APPROVED: Unanimous

#### APPROVAL OF CONSENT AGENDA

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

2<sup>nd</sup> Commissioner Longley

DISCUSSION:

**APPROVED:** Unanimous

#### APPROVAL OF MINUTES

Motion to approve the April 22, 2020 Meeting Minutes

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

2<sup>nd</sup> Commissioner Johnson

#### **OLD BUSINESS**

Commissioner Oakes provided the Commission with an overview of the talking points from the RFA Annexation Committee.

#### **NEW BUSINESS**

Karyna Orcutt and Jordan Helms, from the Washington State Auditor's Office provided the 2017-2018 Audit Exit Overview. They said the Fire Authority was great to work with and we had a clean audit. The final reports will be published online and we will get notified when that happens. Commissioner Johnson had a question about GAAP and why in the report it was recommended that we follow even though it is not necessary. Jordan and Karyna both stated that it is something that have to mention in every report, but we do not have to follow the GAAP guidelines.

Chief Cermak presented the New Apparatus Onboarding, Training, and Assignment Staff Report to the Commission and asked for the following motion to surplus apparatus.

#### Motion to direct the Fire Chief to surplus the following units:

- Inventory #28 2002 Ford E450 Ambulance
- Inventory #36 1996 Freightliner Engine
- Inventory #52 1993 Freightliner Tender
- Inventory #55 1989 Ford F450 Brush Rig
- Inventory #58 2005 Chevrolet Tahoe



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

2<sup>nd</sup> Commissioner Cade

**DISCUSSION:** Commissioner Longley requested more information on the proposed surplus apparatus; in respect to the brush rigs. He wanted to makes sure that we had enough to help over the mountains if needed. Chief Cermak provided him with an explanation of why the units were being considered for surplus.

**APPROVED:** Unanimous

#### **CHIEF'S REPORT**

There have been multiple RFA Annexation planning meetings with Arlington. The process is positive and moving forward as targeted with weekly meetings and staff to-do lists.

We are awaiting one more signature for the CBA to be finalized. Bredeson shared that Rob Shelley will come and sign it and make bound copies for their membership.

Chief Kraski and Chief Cermak continue to work together to address current issues relating to COVID and the new norm, as well as preparation for the annexation committee meetings.

A virtual inspection was made of the new Pierce apparatus. They are enroute and should be arriving this week to the Tacoma location. We will be traveling to that location to conduct the final in person inspection and transport them back.

AC Makela and Chief Cermak met with a FirstNet/ATT representative to evaluate Station 97 as a potential cell tower site. They were also shared the new training center and Station 90 locations. They are building out the 5G network for FirstNet. We would financially benefit as well as from the response perspective with better cellular coverage. If it is viable, we will return with a recommendation and staff report. We are in the exploration process now.

Randy, Katie and Chief Cermak met with City Arlington Kristen Garcia and Chief Kraski to further work on the financial model for the NCAR annexation in preparation for the June meeting.

The final audit report was provided concluding with the presentation from the auditors tonight. No findings were provided however the Auditor's Office provided NCRFA with several areas to improve our processes as disclosed in the letter.

AC Bartlett and Chief Cermak developed a SAFER grant submission for three positions to help reduce the pressure on the PTE system. We took the mutual aid offer of Greg Markley to review and suggest input to assist in the grant success. It is due Friday, May 15, at 1300 Pacific Time. We will make the changes suggested tomorrow and submit the application.

NCRFA and Arlington Fire were offered an opportunity to participate in an All American Leadership Zoom Professional Development program for future and current officers from Level I through Level IV. South County Fire, D7, Marysville, and Everett Fire are all participating in the program. It will include a culture assessment and bi monthly pulse checks. This program meets some of the Strategic Plan professional development suggestions and can be funded under the budget set aside for Officer Development. They will treat AFD/NCRFA as one agency to help the affordability.

An after action review of the Brush Incident occurred via Zoom. BC Smith did a good job preparing and presenting the information.

AC Bartlett and Chief Cermak have been developing the plan moving forward for the training center. We are under strict timeframes for Bond spending requirements. An RFQ for an architect has been completed and posted on the website. We will make a selection in a week. The chosen architect will be under strict timeframes to meet the groundbreaking in July/early August. We must spend 15% by November 7, 2020, which will not be a problem. We must spend 60% by May 2021 and the remaining amount by November 7, 2021, or be penalized.



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AC Bartlett, BC smith, and Chief Cermak met with a container training center specialist that will bid, and help design a container prop for the chance we may receive an AFG grant for the training center.

#### **COMMITTEE REPORTS**

N.A

#### **CORRESPONDENCE**

Two thank you cards were received. One for our support of the community and the other for a birthday drive-by that C-Shift did.

#### GOOD OF THE ORDER

N/A

ADJOURNMENT - Motion to adjourn at 5:23pm

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

2<sup>nd</sup> Commissioner Johnson

Discussion:

APPROVED: Unanimous

Greg Oakes

Chair

Kayley Mizell