



**North County Regional Fire Authority  
COMMISSIONER'S MEETING  
STANWOOD / STATION 99  
February 12, 2020  
4:00pm**

**CALL TO ORDER**

The following attendees were present:

**COMMISSIONERS**

Greg Oakes, Chair  
Jan Iverson - Excused  
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

**FLAG SALUTE**

**EMPLOYEE and PUBLIC COMMENTS – N/A**

**APPROVAL OF AGENDA with amendment to include Committee Selections under Old Business**

1<sup>st</sup>: Commissioner Williams                      2<sup>nd</sup> Commissioner Longley

**DISCUSSION:**

**APPROVED:** Unanimous

**APPROVAL OF CONSENT AGENDA**

1<sup>st</sup>: Commissioner Cade                              2<sup>nd</sup> Commissioner Johnson

**DISCUSSION:**

**APPROVED:** Unanimous

**APPROVAL OF MINUTES**

**Motion to approve the January 22, 2020 Meeting Minutes**

1<sup>st</sup>: Commissioner Longley                      2<sup>nd</sup> Commissioner Williams

**DISCUSSION:**

**APPROVED:** Unanimous

**BADGE PINNING**

Chief Cermak conducted a badge pinning ceremony for three new Career Firefighters – Gabriel Buonassissi, Jon Sato, and Lucas Beh

A ten minute break was taken to congratulate our new hires. The regular meeting resumed at 4:30pm

**OLD BUSINESS**

Commissioner Oakes went over the Committee Assignments per the Board's preferences. Commissioner Johnson will be added to Strategic Planning Committee for Accreditation as well as to the Risk Management Committee. Larry Longley will be the Alternate for the Risk Management Committee.

**MOTION TO EXCUSE JAN IVERSON FROM BOARD MEETING**

1<sup>st</sup>: Commissioner Johnson                      2<sup>nd</sup> Commissioner Williams

**DISCUSSION:**

**APPROVED:** Unanimous



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Policy 55 was provided to the Board for a 2<sup>nd</sup> review. Local 4033 did not respond with any input.

**MOTION TO APPROVE POLICY 55 UPDATES**

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

2<sup>nd</sup> Commissioner Johnson

**DISCUSSION:**

**APPROVED:** Unanimous

**NEW BUSINESS**

The City of Stanwood provided a Quit Claim Deed for Headquarters building located at 8117 267<sup>th</sup> St NW to put the building in the name of NCRFA

**MOTION TO ACCEPT THE QUIT CLAIM WITH THE RECOMMENDED CHANGES BY COMMISSIONER WILLIAMS**

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

2<sup>nd</sup> Commissioner Johnson

**DISCUSSION:**

**APPROVED:** Unanimous

A staff report was provided to the Board outlining the Medicare Cost Survey Support Services

**MOTION TO APPROVE THE MEDICARE COST SURVEY SUPPORT SERVICES**

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

2<sup>nd</sup> Commissioner Johnson

**DISCUSSION:**

**APPROVED:** Unanimous

**CHIEF'S REPORT**

Chief Cermak was on vacation January 26-February 2. He thanked the Board for the time off.

Chief Cermak continued Contract Negotiations on January 23; next meeting February 13, 2020.

Research was completed in preparation for a Medicare Audit that is forthcoming.

Marysville Fire had a large quantity of flash hoods available to donate to neighboring agencies. I took the opportunity to put in for some of the hoods. We were provided 25 flash hoods that will be placed on engines as replacements to help prevent exposures to carcinogens. Thank you Firefighter Freedman for picking them up.

Talks regarding Arlington annexing into the RFA continued and the planning committee formally meeting with council and commission committee members can be anticipated for second week of March. Staff has started a lot of the back work for the first meeting with the elected for the Annexation discussions. We met with Arlington staff on Friday, the 7th to clarify financial information.

Chief Cermak attended the County Chiefs meeting that was focused on SCEMS Council and expectations from a delivery standpoint.

In anticipation of additional work required from Randy Krumm for the Arlington annexation issue, we noticed District 15 that we would not be offering our financial services after February 28, per the ILA. We have assisted that District in cleaning up their financial issues from audit findings, integrating them into BIAS and independent payroll services, and training a person to complete those duties.

A second amendment was made to extend the closing on the land acquisition on 300th to finalize several outstanding questions.

Assistant Chief Bartlett and Chief Cermak visited Mt. Vernon to see the new railroad flood wall being installed. They are interested in a similar system for Stanwood and they wanted us to see it being installed.



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Blake Branstrom developed a grant for 50% match for wildland equipment that will help fund outfitting the new brush rig.

At the recommendation of legal, we completed due diligence on the Fire Station 99 transfer per the annexation plan and have forwarded the paperwork for processing to David Hammond with the City after Chicago Title search was completed.

Chief Cermak attended Rotary this morning. During the meeting they were excited to hear all of the accomplishments of the RFA and the effort we make to make every dollar count. He shared our progress on apparatus and savings in group purchasing.

**COMMITTEE REPORTS**

Commissioner Longley attended the Sno-Isle banquet. Turnout was smaller than normal, but overall was a good time. A plaque was provided

**CORRESPONDENCE**

A thank you note and a \$1,000 donation for the Fire Explorer Program were received from the Stanwood Camano Arts Festival.

**GOOD OF THE ORDER**

Board of Commissioners was encouraged to fill out the registration forms for the conference in Chelan in June or get their information to Kayley Mizell as soon as possible.

**EXECUTIVE SESSION**

The Board went into executive session pursuant to RCW 42.30.110(1)(g) to review the performance of an employee as well as pursuant to RCW 42.30.110(1)(i) to discuss current or potential litigation at 5:29pm and expected it to last 20 minutes. Executive Session was extended until 6:20pm with no decisions made.

**ADJOURNMENT – Motion to adjourn at 6:21pm**


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

2<sup>nd</sup>: Commissioner Williams

**Discussion:**

**APPROVED:** Unanimous

  
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Greg Oakes  
Chair

  
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Katie Casey  
Board Secretary