



**North County Regional Fire Authority**  
**COMMISSIONER'S MEETING**  
**STANWOOD / STATION 99**  
**March 11, 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 - By Phone

**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**

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

**DISCUSSION:**

**APPROVED:** Unanimous

**APPROVAL OF CONSENT AGENDA**

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

**DISCUSSION:**

**APPROVED:** Unanimous

**APPROVAL OF MINUTES**

**Motion to approve the February 26, 2020 Meeting Minutes**

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

**AMEND CURRENT AGENDA**

**Motion to amend the agenda to add executive session to discuss contract negotiations**

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

**DISCUSSION:**

**APPROVED:** Unanimous

**BADGE PINNING**

A Badge Pinning Ceremony was performed for Adam Miller, Christopher Easter, and Shawna Mailloux for joining NCRFA as part time Firefighter/EMTs.

A ten minute break was taken to welcome and congratulate our new hires.

The regular meeting reconvened at 4:22pm

**OLD BUSINESS**

The annual Employee Banquet will be cancelled and rescheduled at a later date due to the coronavirus. Future Commission meetings may be held by telephone if necessary.



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**NEW BUSINESS**

**APPROVAL OF RESOLUTION**

**Motion to approve Resolution 20200311-01**

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

**DISCUSSION:** Commissioner Cade suggested water tests as quickly as possible

**APPROVED:** Unanimous

**APPROVAL OF PACIFIC NORTHWEST SEISMIC NETWORK EQUIPMENT INSTALLATION**

**Motion to approve the Fire Chief to enter into a land use agreement with and allow the PNSN to install ShakeAlert Earthquake Early Warning seismic equipment in fire station 97 and station 99.**

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

**DISCUSSION:**

**APPROVED:** Unanimous

**CHIEF'S REPORT**

We finalized work required to make the best decision on the Training Center land acquisition. Once approved and upon close of escrow, we will work with County Planning to finalize land use approval and permitting. County Planning is very happy with the work done to date and ready to move us forward.

Continued work has been completed to move us forward with the Standard and Poors rating for the future bond for the training center development.

The two fire engines are in the home stretch. AC Bartlett sent out a progress report for those. We will be attending the final inspection the week of April 13.

AC Bartlett has prepared an AFG grant to be submitted by Friday for training props for the training center. Doug tenHooen reviewed the document and assisted us in finalizing as we have become very busy in the past week.

Sunday evening, Chief Cermak was notified by our Mayor that there was a COVID positive patient identified from Josephine. We have been working diligently to address the response to this new development.

We had a joint Labor Management meeting with Local 4033 and Arlington Local to address an agreement for sharing Labor with all neighboring agencies in the event this pandemic grows. Chief Cermak has been working with Josephine Director of Nursing and Medical Director to try and streamline and protect NCRFA and their caregivers to the highest level.

We currently have six personnel quarantined; one of which is symptomatic and has been tested for COVID-19. As we move forward, MSA Dickison is making daily checks and has asked that any symptoms be shared immediately so that we can start the next step process. The Chief Officers are making every effort to be on the 0800 daily calls, especially where changes have been made to process. Things are changing by the hour as the epidemiologists do research and we advance through this process. As of tomorrow, in order to be safe and successful in the setting of a declared Public Health Emergency, we need to decrease unnecessary tasks and cognitive overload, placing extreme emphasis on this emergency we will:

- Suspend non-critical training and directives
- Continue to conduct morning team briefings with updated checklists and employee surveillance directives
- Conduct team debriefing on level 3 PPE calls with a focus on safety after every Level III event

**COMMITTEE REPORTS N/A**

**CORRESPONDENCE N/A**

**GOOD OF THE ORDER**



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The April 2<sup>nd</sup> Sno-Isle Commission meeting has been cancelled. It may be rescheduled in October.

**EXECUTIVE SESSION**

The Commission broke for executive session at 1705 for 20 minutes to discuss issues relating to collective bargaining issues per RCW 42.30.140

The Commission extended their executive session for 26 minutes.

The Commission concluded their executive session at 1746 with no decision made.

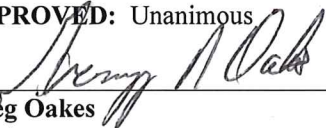
**ADJOURNMENT – Motion to adjourn at 5:46pm**

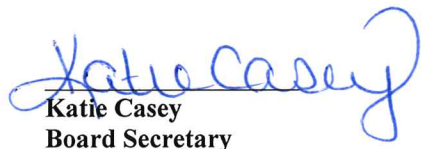
1<sup>st</sup>: Commissioner Cade

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

**Discussion:**

**APPROVED:** Unanimous

  
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Greg Oakes  
Chair

  
\_\_\_\_\_  
Katie Casey  
Board Secretary

