

**Mason County Fire Protection District 17  
Board of Commissioners November 8, 2017 Meeting**

The meeting was called to order at 1830 by Gary Janisch at Station 17-1.

Present: Gary Janisch	Nadine Brown	Jadon Miles
Pat O'Brien	Tony Fraser	John McNeil
Joel Carlson	Mark Fischer	Kerry Fraser

**Meeting Minutes for October 3, 2017:** John McNeil noted that the oil changes have not been completed as written. Joel Carlson made the motion to accept the minutes with the above correction. Pat O'Brien seconded. So approved unanimously.

**Officer's Report:**

- Drills – AC Tony Fraser reported that the first drill in October was a repeat of the LZ Ops for those who missed it and ladder ops led by Jadon Miles. The second drill was LZ training by Airlift Northwest hosted by Mason 18 at Foothills Park in Hoodspoint. Upcoming training will be HazMat Ops.
- Calls – Joel Carlson reported there were 14 calls in September – six medicals, six service, and two fire assist. Total calls for 2017 are 128.
- Rigs Update – Lt. McNeil reported that it has been quiet with only the studded tires being mounted on R17-2.
- EMS Report – In Lt. Miles absence, Chief Brown read her report to the Board. She stated that the vault has been cleaned up and organized but the EMS office is still a work in progress. Once AC Fraser and FF Thorsen complete the dry walling, she will paint and complete the room. She further reported that there has been some conflict with past members in regards to medical records, but Dr. Hoffman confirmed that all original records belong to 17 so copies will be provided to those persons. Delivering these records will conclude the district's obligation to the five involved.
- Safety Officer Report – Jadon Miles reported that he has been researching helmets and provided a "wish list" for review. It was decided that Jadon will order one helmet for the firefighters to try on, etc., to see if this style will work for us.
- Chief's Report – Chief Brown reviewed the upcoming holiday events the Auxiliary is planning and announced that the annual Christmas party is Saturday, December 9<sup>th</sup> and 6 p.m. Further reported was a new recruit has been accepted to the department – Ryan Thorsen from Colony Surf.

**Unfinished Business:**

- ❖ Requested Documents – Marcy Craig and the Hopkins family requested their medical records which Lt. Miles has provided as mentioned earlier in these minutes.
- ❖ Financial Report: Nadine reviewed both the October and November spreadsheets and noted that although a few line items will end over budget, overall, the district has 22% of this year's budgeted monies still available with only December expenditures remaining.

- ❖ Web Site – Pat O’Brien reported that he will need to purchase a PDF converter to be able to work on the site. He will research costs, etc., and report back at the December meeting.
- ❖ Roof Update – The Colony Surf station roof has been completed and the broken light has been repaired. The Auxiliary solely provided the funds for this project from fund raiser proceeds. Commissioner Janisch thanked them for their hard efforts throughout the year to make this possible. Joel reported that there still is no start date for the roof at Station 17-1. He will contact the contractor to see if there is any new information.
- ❖ 2018 Budget - Chief Brown provided all those in attendance a copy of the first rough draft of the budget and reviewed each line item. It was decided that a meeting be scheduled with the various county entities to aid in completing the budget properly. After some discussion, it was decided to have a special meeting on November 21<sup>st</sup> for the sole purpose of approving the 2018 Budget. Pat O’Brien made the motion to have the final 2018 Budget meeting on the 21<sup>st</sup> of November at 3 p.m. Joel Carlson seconded. So approved unanimously. Chief Brown will place the public notice in The Journal tomorrow.

**New Business – None**

**Input from Commissioners – None**

**Input from Meeting Attendees** – Mark Fischer provided information on the community emergency program being prepared in the community.

Pat O’Brien made the motion to approve the vouchers presented for signatures totaling \$6,202.96 for Expenses and \$4,773.51 for EMS. Joel Carlson seconded. So approved unanimously. A copy of the expenditures are attached to these minutes.

Gary Janisch adjourned the meeting at 2010. Next regular monthly meeting will be Tuesday, December 5th.

Nadine L. Brown, Secretary

Approved by Commissioner  
Pat O’Brien

Signature on file

Signature on file