

## North Whatcom Fire & Rescue – Fire District 4

### Regional Fire Authority Planning Committee

#### Meeting 4

Date: Thursday, October 22, 2020

Time: 3:00 – 5:00 P.M.

Location: Meeting will be held virtually on Zoom

#### Proposed Agenda

| Item # | Topic/ (time)   | Presenter                              |
|--------|---|--|
| 1.     | Welcome and Introductions (7 min.)  | Committee<br>Chair Mark<br>Chamberlain |
| 2.     | Review and approval of agenda (2 min.)  | Mark/All                               |
| 3.     | Approval of Meeting Summary from Meeting 3 (3 min.)   | Mark                                   |
| 4.     | Follow up on Meeting 3 (10 min.) <ul style="list-style-type: none"><li>• Feedback from Boards on:<ul style="list-style-type: none"><li>• Charter</li><li>• Work Plan</li><li>• Shared funding recommendation</li><li>• Communications Plan and website text</li></ul></li></ul> | Karen                                  |
| 5.     | Updated District side-by-side comparison document [if ready] (4 min.)   | Chief Van der Veen                     |
| 6.     | Continued discussion: Communications Plan; website posting: next steps (5 min.)   | Chief                                  |
| 7.     | Continued discussion/possible <b>Action</b> : Draft Values and Principles Statement (10 min.)   | Karen                                  |
| 8.     | Presentation & discussion: RFA Governance: What are the basic rules and best practices? What have others done? Questions? Next steps (25 min.)  | Karen                                  |

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|---|---------------------------------|
| 9. Presentation & discussion: Staffing/Facilities/<br>Apparatus Work Group: approach to asset transfers,<br>approach to developing baseline and baseline plus<br>scenarios [if ready] (10 min.) | Chief and work<br>group members |
| 10. Presentation & discussion: Review of a Sample Seven<br>Year Financial Forecast for a Hypothetical RFA<br>(30 min.)  | Bill Cushman                    |
| 11. Future Committee Meeting date(s) (2 min.)   | Mark                            |
| 12. Next Agenda(s) date/time (2 min.)   | Mark / Karen                    |
| 13. Closing Comments (5 min.)   | All                             |
| 14. Adjourn   |                                 |

Materials for Meeting 3:

Agenda

Draft Meeting Summary of Meeting 3 of Planning Committee  
Committee Charter, as approved October 7

Committee work plan, as approved October 7

Updated side-by-side District Comparison (if ready)

Draft text for website (as reviewed Oct. 7)

Revised draft statement of values and principles (based on Oct. 7  
discussion)

RFA Governance: What have others done? Basic rules and best practices

Overview of Proposed Approach to developing baseline and baseline plus  
options on staffing, apparatus and facilities

Sample Seven Year Financial forecast for a hypothetical RFA