

## North Whatcom Fire & Rescue – Fire District 4

### Regional Fire Authority Planning Committee

#### Meeting 8

Date: Tuesday, March 9, 2021

Time: 10:00 A.M. –12:00 P.M.

Location: Meeting will be held virtually on Zoom

#### Proposed Agenda

Item #	Topic / (time)	Presenter
1.	Welcome and Introductions (5 min.)	Chair Bruce Ansell, Karen
2.	Review and approval of agenda (2 min.)	Karen/All
3.	Review and approval of Meeting summaries from February 4 RFA Planning Committee meeting (February 25 Financial Scenarios Workshop meeting summary included for information) (5 min.)	Bruce
4.	Updates: (5 min.) <ul style="list-style-type: none"><li>• Commissioner Updates</li><li>• Website Updates</li><li>• Other</li></ul>	Chief/All
5.	Project Calendar—Major Tasks to complete by May 14 Election Request Deadline (5 min.)	Karen
6.	Discussion/Direction: Election Consultant & costs (10 min.)	Karen/Chief

7. *Discussion/Action: RFA Finance Plan (70 min.)* Bill Cushman/  
Chief
- a. Setting Working Capital targets
  - b. Establishing Reserve funds and setting targets for each
  - c. Confirming Staffing plan details--#, type of FTE, timing
  - d. Update on how far proposed reserves will go in funding apparatus and equipment
  - e. Next steps
8. Next Agenda(s) date/time (2 min.) Karen
- Update-election consultant
  - Facility and Asset lists, transfers
  - Finance Plan—continued discussion/direction:
    - Fire levy rate, structure
    - Capital funding plan
    - Other funding options
9. Closing Comments (5 min.) All
10. Adjourn