

North Whatcom Fire & Rescue – Fire District 4

Regional Fire Authority Planning Committee

Meeting 2

Date: Thursday, September 24, 2020

Time: 12:00 noon – 2:30 P.M.

Location: Meeting will be held virtually on Zoom

Proposed Agenda

| Item # | Topic/ (time) | Presenter |
|---------------|--|--|
| 1. | Welcome and Introductions (7 min.) | Committee Chair Mark Chamberlain |
| 2. | Approval of Meeting Summary from Meeting 1 (3 min.) | Mark |
| 3. | Presentation: Overview of Regional Fire Authorities, Project Schedule (20 min.) <ul style="list-style-type: none">• Overview of Regional Fire Authorities• Planning Committee Mission• District 4 and 21 comparison data• List of Key Policy Questions for Planning Committee• Draft project schedule | Chief Van der Veen, Karen Reed |
| 4. | Presentation/Discussion: Themes from Commissioner interviews (10 min.) | Karen |
| 5. | Review Sample RFA Plan, discussion (20 min.) | Karen |
| 6. | Committee Process: Discussion/adoption of Committee ground rules; review of draft charter for Committee (25 min.) | Karen |

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| 7. | Discussion: Project Goals, major issues, work plan options (25 min.) <ul style="list-style-type: none"> • Review/discussion of sample project goals • Review/discussion of major issues list • Discussion/direction on work plan approach | Karen/All |
| 8. | Committee Meeting date(s) (5 min.) | Mark |
| 9. | Next Agenda(s) date/time | Mark |
| 10. | Closing Comments | All |
| 11. | Adjourn | |

Materials for Meeting 2:

Agenda

- Draft Meeting Summary of Meeting 1 of Planning Committee
- District Side-by-Side Basic Data Comparison
- Draft Mission Statement of Committee
- Overview of Regional Fire Authorities
- Key Policy Issues List
- Project Schedule
- South Snohomish County RFA Plan (sample plan)
- Proposed Ground Rules
- Proposed Committee Charter
- Sample RFA Project Goals
- Major issues and Work Plan approach

Additional materials:

- Planning Committee Members Contact Information List
- Staff Team Contact Information List