



SNOHOMISH REGIONAL FIRE & RESCUE

BOARD OF FIRE COMMISSIONERS MEETING MINUTES SNOHOMISH REGIONAL FIRE & RESCUE

SRFR Station 31 Training Room/ Via Blue Jeans
163 Village Court, Monroe, WA 98272
October 28, 2021 1730 hours

CALL TO ORDER: Chairman Waugh called the meeting to order at 1730 hours, in attendance were Commissioner Elmore, Commissioner Fay, Commissioner Gagnon, Commissioner Schaub, Commissioner Snyder, Commissioner Steinruck and Commissioner Woolery. Absent with prior notice was Commissioner Edwards.

PUBLIC COMMENT: NA

UNION COMMENT

IAFF: Secretary Sayah gave a message from the Local.

Teamsters: NA

CHIEF'S REPORT: As presented. Chief O'Brien recognized all the efforts being giving by so many in the district. Business Administrator Schoof updated the BOC on vaccination progress. Commissioners took an oath of commitment to Snohomish Regional Fire & Rescue as Chief O'Brien presented new badges

CONSENT AGENDA

Approve Vouchers

Benefit Vouchers: 21-024434 to 21-024440; (\$1,032,539.98)

AP Vouchers: 21-02452 to 21-02528; (\$224,542.55)

Approval of Payroll

October 15, 2021 (\$2,993,710.34)

Approval of Minutes

Approve Regular Board Meeting Minutes –October 14, 2021

Approve Special Board Meeting Minutes – October 18, 2021

Motion to approve the Consent Agenda as submitted.

Motion by Commissioner Elmore and 2nd by Commissioner Woolery.

On Vote, **Motion carried 8/0**

CORRESPONDENCE

OLD BUSINESS

Discussion

2022 Team Structure: Chief O'Brien proposed to the BOC a revised structure plan for Snohomish Regional Fire & Rescue. Due to recent and upcoming retirements there was an opportunity to revisit how we have structured our operations. This plan reflects discussion and brainstorming amongst the Leadership Team. This plan is sustainable while providing succession opportunities.



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2022 SCFD#5 ALS Agreement Draft: Assistant Chief Huff overviewed the 2022 SCFD #5 ALS Agreement. Recommend move to action next Board of Commissioner's meeting.

Action

Janitorial Contract

Motion to approve the Janitorial Contract with Bk Industries & Solutions Inc. as submitted.

Motion by Commissioner Woolery and 2nd by Commissioner Steinruck.

On Vote, **Motion carried 8/0.**

Resolution 2021-9: Surplus Vehicles and Equipment

Motion to approve Resolution 2021-9 Surplus of Vehicles and Equipment.

Motion by Commissioner Fay and 2nd Commissioner Gagnon.

On Vote, **Motion carried 8/0.**

NEW BUSINESS

Discussion

City of Sultan Fire Marshal ILA: Deputy Chief Messer discussed the proposal to provide Fire Marshal duties to SCFD #5. Sultan has a need for plan review, inspections and complaint based fire code enforcement. There will be no cost burden to SRFR and after one year of our services and a WSRB regrading could potentially lower the PPC rating for District #5. The contract is written to have a six month trial period with 14 day termination schedule. Recommend move to action next Board of Commissioner's meeting.

MDC Laptop Lease Replacement: Chief O'Brien reported on the lease program with Sno911. Under the lease Sno911 will provide the laptops keeping them updated and maintained. Recommend move to action next Board of Commissioner's meeting.

Action

COMMISSIONER COMMITTEE REPORTS

Joint Fire Board with Mill Creek (Fay/Elmore/Waugh): NA

Finance Committee (Elmore/Snyder/Waugh/ Woolery): Commissioner Elmore provided highlights from the Finance Committee meeting held on October 28, 2021.

Policy Committee (Woolery/ Elmore/Edwards/Schaub): NA

Contracts Committee (Waugh/Elmore/Fay): NA

Shop Committee (Snyder/Edwards / Gagnon/Woolery): NA

Strategic Plan Committee (Schaub/Fay/Snyder/Steinruck): NA

Capital Facilities Committee (Snyder/Gagnon/Schaub/ Woolery): NA



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Government Liaisons:

Lake Stevens (Gagnon/Steinruck): NA
Monroe (Edwards/Snyder/Woolery): NA
Mill Creek (Elmore/Fay): NA
Legislative (Elmore/Schaub): NA

OTHER MEETINGS ATTENDED

Snohomish County 911 (Waugh): NA

Leadership Meeting (Fay/Schaub): NA

Sno-Isle Commissioner Meeting (Fay): Commissioner Fay commented on the success of the Washington Fire Commissioners Association Conference and thanking all those who helped. He also stated the County Fire Marshal will be at the next meeting.

GOOD OF THE ORDER: Commissioner Elmore suggested Attorney Brian Snure become Snohomish Regional Fire & Rescue District Secretary. Commissioner Elmore is looking for any historical information from former Monroe Fire, Lake Stevens Fire or SCFD #7.

ATTENDANCE CHECK: All board members noted availability November 9, 2021 for the regular Commissioner Meeting at 1730 - Station 31 Training Room/BlueJeans.

EXECUTIVE SESSION: At 1816 hours Chairman Waugh called for 10 minutes in Executive Session pursuant to RCW 42.30.110(1)(g), review performance of a public employee. Chairman Waugh reconvened the open public meeting at 1826 hours with action to follow.

Motion to deny Lieutenant Thompson request for Post-Retirement Medical.

Motion by Commissioner Woolery and 2nd Commissioner Schaub.

On Vote, **Motion carried 8/0.**

ADJOURNMENT: Chairman Waugh adjourned the meeting at 1830.

Snohomish Regional Fire & Rescue

Commissioner Rick Edwards

Vice Chairman Troy Elmore

Commissioner Randy Fay



SNOHOMISH REGIONAL FIRE & RESCUE

Paul R. Gagnon

Commissioner Paul Gagnon

Jeff Schaub

Commissioner Jeff Schaub

William Snyder

Commissioner William Snyder

Jim Steinruck

Commissioner Jim Steinruck

Roy Waugh

Chairman Roy Waugh

Randal Woolery

Commissioner Randal Woolery