



BOARD OF FIRE COMMISSIONERS MEETING MINUTES
SNOHOMISH REGIONAL FIRE & RESCUE
SRFR Station 31 Training Room/ Via BlueJeans
163 Village Court, Monroe, WA 98272
July 27, 2023, 1730 hours

CALL TO ORDER: *Chairman Elmore called to order the meeting at 1730 hours. In attendance were Commissioner Edwards, Commissioner Fay, Commissioner Schaub, and Commissioner Steinruck. In attendance via video, Commissioner Gagnon, Commissioner Waugh.*

Chairman Elmore added an item to Executive Session: RCW 42.30.110.(1)(b) To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.

PUBLIC COMMENT: NA

UNION COMMENT: NA

CHIEF'S REPORT: *As Presented by Chief O'Brien. Highlights included upcoming events Aquafest and National Night Out. We also welcomed 13 New Recruits.*

COMMISSIONER REPORTS: *Capital Facility meeting held on July 25, reported on by Commissioner Steinruck. Discussion items included Station 31, 81, 32 and 83 updates. Finance Committee meeting reported by Chairman Elmore. Highlights included the review of the Annual Financial Report, DRS Compliance Review and Post Retirement Medical for Pers. Commissioner Waugh reported on recent Sno 911 meeting. Would like Chief Lundquist to replace Chief Guptill. Commissioner Fay mentioned that Sno Isle Commissioners next meeting will be September 7, 2023. Leadership Meeting was reported on by Chairman Elmore. The Policy Committee will be held before the first BOC meeting of the month at 1600 hours.*

CONSENT AGENDA

Approve Vouchers

L&I 2 Quarter Benefit Voucher: 23-01795 (\$261,225.58)

Benefit Vouchers: 23-01799 to 23-01809; (\$874,385.76)

AP Vouchers: 23-01810 to 23-01921; (\$271,962.32)

Approval of Payroll

July 15, 2023 (\$1,200,601.04)



Approval of Minutes

Approve Regular Board Meeting Minutes – July 13, 2023

Motion to approve the Consent Agenda as submitted.
Motion by Commissioner Fay and 2nd by Commissioner Steinruck.
On Vote, Motion carried 7/0

OLD BUSINESS

Discussion

Revised OAC Scope and Proposal: Deputy Chief Rasmussen highlighted contracts for Station 83 and Station 31 Shop construction management services as well as contract proposal for Station 81 Remodel and Station 32 Project.

Station Remodel Projects: Station 83 went out for bid and Axthelm Construction has been recommended to the Board of Commissioner's for approval of the Station 83 remodel project.

Department of Retirement Systems Audit: Report by Business Administrator Schoof on the standardized compliance review with DRS. This process has taken approximately two years to complete due to a ten-month time out by DRS. DRS has identified some recommendations to put into place along with some best practices. Overall, a favorable review. We appreciate the partnership with DRS.

Action

Pro/Con Committee Appointments

Motion to approve Heather Fulcher, Sam Lowe, and Kim Daughtry on the Snohomish Regional Fire and Rescue Pro Committee
Motion by Commissioner Elmore and 2nd by Commissioner Schaub.
On Vote, Motion carried 7/0

NEW BUSINESS

Discussion

2022 Comprehensive Annual Financial Report: BA Schoof overviewed the timeline and process required by RCW 43.09.230 to complete our Annual Financial Report. It has been completed and filed. Special thanks to our finance team for their hard work on this report.

Tentative Special Commissioners Meeting on Wednesday, August 2, 2023, to discuss Station 83 remodel and OAC Scope and Proposal: Chief O'Brien explained the need for a special meeting to seek approval for the OAC contract and for the award of the bid for the construction project for Station 83. Recommended meeting to be held Wednesday, August 2, 2023, at 1730 hours. Date and time were approved.

Action

Training Consortium ILA: Chief O'Brien reported the change of venue of the training from South County Fire to North County Fire.



Motion to approve the Training Consortium ILA.
 Motion by Commissioner Schaub and 2nd by Commissioner Edwards.
On Vote, Motion carried 7/0

GOOD OF THE ORDER: Commissioner Schaub continued the discussion on fireworks in the County of Snohomish. Chief O'Brien reported on the partnership we continue developing with Snohomish County Fire District #4.

ATTENDANCE CHECK: Board Members noted availability for the Regular Commissioner Meeting August 10, 2023, at 1730-Station 31 Training Room/Blue Jeans. Commissioner Edwards may not be able to attend.

EXECUTIVE SESSION: RCW 42.30.110.(1)(b) To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price. Expected return is 1820 with no decisions to follow.

ADJOURNMENT: Chairman Elmore adjourned the meeting at 1821 hours.

Snohomish Regional Fire & Rescue

DocuSigned by:
 Rick Edwards
 46584BC784E44C0 Commissioner Rick Edwards


 Chairman Troy Elmore


 Vice Chairman Randy Fay

DocuSigned by:
 Paul R. Gagnon
 6A74BCD50C7F475 Commissioner Paul Gagnon


 Commissioner Jeff Schaub



Commissioner Jim Steinruck

Commissioner Roy Waugh