



SNOHOMISH REGIONAL FIRE & RESCUE

BOARD OF FIRE COMMISSIONERS MEETING MINUTES

SNOHOMISH REGIONAL FIRE & RESCUE

SRFR Station 31 Training Room / Via Zoom

163 Village Court, Monroe, WA 98272

April 11, 2024, 1730 hours

CALL TO ORDER

Chairman Elmore called the meeting to order at 1730 hours. In attendance were Commissioner Edwards, Chairman Elmore, Vice Chairman Fay, Commissioner Gagnon, Commissioner Schaub, Commissioner Steinruck, and Commissioner Waugh; and via Zoom was District Secretary Snure.

Chairman Elmore added an agenda item under Executive Session pursuant to RCW 42.30.110(1)(c): To discuss the potential purchase of real estate.

PUBLIC COMMENT

N/A

UNION COMMENT

N/A

CHIEF'S REPORT

As presented. Chief O'Brien congratulated Lieutenant Ron Adams on his retirement and thanked him for his 45 years of service; and he congratulated Mindy Leber on her retirement and thanked her for her 18 years of service. He also thanked our honor guard and the pipes and drums for their service at our events. He gave an example of great service with Ready Rebound, which is open to our members and their families. He welcomed two lateral paramedics to our team and 12 recruit firefighters who hit the line on April 1st. It's great to have them on board.

Chief O'Brien explained that he takes full responsibility for the findings in Dr. Sikora's report. We are committed to learning, listening, and improving. We want to improve communication and leadership with our people. The Cultural Leadership Team (CLT) met with Dr. Sikora on April 10th to discuss the results of the report and develop a plan to help us improve. We are meeting with our people in the fire stations and attending morning shift briefings as available to do so. The Sikora Report will be the key topic at our Leadership Meeting on April 24th. We will be reaching out to all members of SRFR to listen, learn, and improve. We are committed to improving and thanks to everyone for working hard. We appreciate all that you do.

Commissioner Fay asked about the CLT's initial reaction to their involvement. Chief O'Brien explained that Dr. Sikora walked through the report with the team, and they talked about next steps. They will be meeting next week to solidify their thoughts. Lieutenant Gardner commented that it was well



received, and they will be meeting with the crews and seeking feedback. Their next meeting on April 17th is to organize their thoughts going forward and prepare for the retreat.

Vice Chairman Fay commented that he appreciates the feedback and hopes that we can get to the point where we can have the conversation with everyone in the room. If we can have hard conversations and define the issues, then push ahead to take corrective action. We want to be sure we understand the roles and how you can be supported. We want to get back to the place where we can have those candid conversations with each other and talk freely. Let us know if there is anything we can do to support these efforts. Lieutenant Gardner commented that the ultimate goal is to get past this.

Commissioner Waugh referenced an actionable plan from the last Commissioner Meeting and commented that there are some ways we can make it more manageable. He suggested that we add a recurring Old Business Agenda item, the Sikora Report. We can address ideas one topic at a time. For example: how do we share ideas, do we need an extended membership for the CLT, should we have the CLT present a report to the board, education on accreditation, and there are many other topics. Chairman Elmore commented that he is in favor of an organized agenda approach, so we keep things in focus.

Vice Chairman Fay asked Lieutenant Gardner if it would be of value to have a commissioner present at the CLT meetings. Lieutenant Gardner confirmed this will be readdressed at their next CLT meeting.

COMMISSIONER REPORTS

Policy Committee - Commissioner Schaub commented that they are making good progress on the Policy Committee. On the Agenda under New Business tonight we have Policy 309 Staging, Policy 315 Wildland Firefighting, Policy 606 Hearing Loss Prevention & Noise Control Training, and Policy 918 Health & Safety. Today's committee meeting discussed Policy 318 Safe Haven for Newborns, Policy 322 Child Abuse Reporting, Policy 323 Disposition of Valuables, Policy 325 Adult Abuse, Policy 335 Firefighter Rescue Survey, Policy 604 Hazardous Communication Program Training, and Policy 903 Communicable Diseases. The leadership team reviews the policies prior to the Policy Committee. Chairman Elmore thanked Firefighter Dahl for his amazing efforts in this area.

COMMITTEE MEETING MINUTES

Finance Committee - March 28, 2024

CONSENT AGENDA

Approval of Vouchers

Benefits Vouchers: 24-00823 to 24-00840; (\$1,063,476.57)

AP Vouchers: 24-00841 to 24-00988; (\$765,779.95)

Approval of Payroll

March 31, 2024 (\$1,231,325.32)



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Approval of Minutes

Approve Regular Board Meeting Minutes March 28, 2024

Chief O'Brien mentioned the Docket Claims Register on page 16, regarding SRFR petty cash in the amount of \$12,026.72. This was for postage for the spring newsletter, and we have been paying for postage this way. We do have a \$25,000 threshold for petty cash limits; and we are looking at the possibility of using the voucher process.

Motion to approve the Consent Agenda as submitted.

Motion by Vice Chairman Fay and 2nd by Commissioner Edwards.
On vote, Motion carried 7/0.

OLD BUSINESS

Discussion

N/A

Action

Interface Systems Contract: Fire Benefit Charge Analysis

Chief O'Brien commented that this is the contract to evaluate a fire benefit charge analysis for the District. We want to do our due diligence to see if this could work for us.

Motion to approve the Interface Systems Contract: Fire Benefit Charge Analysis as submitted.

Motion by Commissioner Waugh and 2nd by Commissioner Steinruck.
On vote, Motion carried 7/0.

Mobile Integrated Health ILA

Chief O'Brien commented that we are looking forward to getting mobile integrated healthcare back up and running for SRFR, in partnership with South County Fire.

Motion to approve the Mobile Integrated Healthcare ILA as submitted.

Motion by Vice Chairman Fay and 2nd by Chairman Emore.
On vote, Motion carried 7/0.

Resolution 2024-1 PERS Post-Employment Medical

Chief O'Brien commented that this is a great step for our employees. Thank you for considering this.

Motion to approve Resolution 2024-1 PERS Post-Employment Medical as submitted.

Motion by Chairman Elmore and 2nd by Commissioner Gagnon.
On vote, Motion carried 7/0.

Resolution 2024-2 Retiree Medical Benefit Increase

Chief O'Brien commented that this is basically housekeeping for our Retiree Medical Benefit program.



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Motion to approve Resolution 2024-2 Retiree Medical Benefit Increase as submitted.

Motion by Commissioner Waugh and 2nd by Commissioner Schaub.

On vote, Motion carried 7/0.

Body Armor RAB and Presentation

Chief O'Brien invited Lieutenant Lowe to give their Body Armor presentation. Thank you to all for the hard work everyone put into this program.

Lieutenant Lowe gave a detailed presentation explaining the background and the need for a body armor program. Our Ballistic Vest Committee started back in June of 2023. They researched agencies within Snohomish County who currently have body armor for their members, met with subject matter experts, developed policies, drafted a plan for implementation, identified future capital expenses, and developed an introductory and annual training program.

Vice Chairman Fay asked if the vests would be used under the bunker gear. Lieutenant Lowe responded no; the vests would primarily be used on EMS calls. Can the vests be cleaned if they get contaminated during a response? Lieutenant Lowe responded that it is more than likely we can wash the vests. Chairman Elmore confirmed they can absolutely be cleaned.

Lieutenant Lowe explained the basic ensemble would be \$800 with the soft plate. He thanked the Commissioners for their time and asked them to please reach out if there are any questions. Chairman Elmore thanked everyone for their efforts on this program.

Motion to approve the Body Armor Program as submitted.

Motion by Commissioner Gagnon and 2nd by Commissioner Steinruck.

On vote, Motion carried 7/0.

NEW BUSINESS

Discussion

Darkhorse Community Risk Assessment: CRA Module

Deputy Chief McConnell commented that this is an opportunity to get in on the ground floor and help build out a CRA product, that will give us the ability to target our risk reduction program. We have already approved the build out of the operational side, we've had our first initial meeting with Darkhorse, and this is a low commitment level opportunity for us. It could generate savings as we see the value of the product going forward. Our agency is well protected if we choose not to move forward. We are asking for permission to engage in helping design the product that will ultimately help make many communities safer.

Commissioner Waugh asked a question regarding the integration of other agencies, and how this would work out. Deputy Chief McConnell commented that we can provide data for the whole county as we move forward with this, and we anticipate that other agencies will want to work with them as well. We don't have projections on the specific costs for additional stations just yet.



Policy Review

- Policy 309 Staging
- Policy 315 Wildland Firefighting
- Policy 606 Hearing Loss Prevention & Noise Control Training
- Policy 918 Health & Safety

Chairman Elmore requested that everyone please review these policies if they haven't already done so.

Commissioner Waugh asked about Policy 315 Wildland Firefighting regarding the decision that will be made by the department on deployment. Is it a day-to-day operational issue? Assistant Chief Lundquist commented that we used to have a level, and we no longer have that. The team used to be 40-50 members strong, 4-5 years ago. We came together and realized the interest is to protect inside the District. Let's not set a limit on what we would allow. Rather let's consider what is going on within the District, let's consider the weather, and let's consider our staffing. Currently individuals on the wildland team submit their availability a week at a time, and it will be determined on a case-by-case basis rather than setting a limit of how many we can send. We want to send resources outside, but our priority has shifted in that we want to be sure our home is protected first with our people and resources. Currently we have less than 20 members signed up for wildland.

Resolution 2024-3 Quarter 1 Surplus

Chief O'Brien commented that there is a large list of items for surplus and he thanked Logistics for their work on this.

Deputy Chief Rasmussen commented that they have been working hard at cleaning house, and their goal is to have a surplus list each quarter.

Commissioner Schaub asked if the smaller agencies would have an opportunity to access any of these items. Deputy Chief Rasmussen confirmed most of the smaller agencies check on the availability of surplus items.

Action

N/A

GOOD OF THE ORDER

Vice Chairman Fay recommended a future agenda item, to discuss future mergers and the impacts on everyone.

Chairman Elmore commented the three department chiefs are meeting, from Snohomish Fire District 4, South County Fire and SRFR. We are going to talk about regional ways to work together. We will also be talking with Snohomish Fire District 4 about how they would like to move forward at this time. We could have updates on Snohomish Fire District 4 and South County Fire by the second meeting May.

Commissioner Waugh commented in support of PulsePoint and mentioned that Sno911 is trying to get a



complete handle on AED locations.

Commissioner Schaub commented that he attended the Lake Stevens Chamber Meeting last week and afterwards they stopped by Station 81 to connect with the crews. It was well received.

ATTENDANCE CHECK

Regular Commissioner Meeting April 25, 2024, at 1730 - Station 31 Training Room/Zoom.

EXECUTIVE SESSION

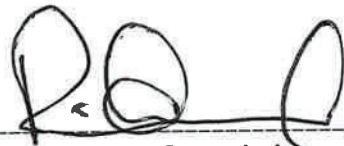
RCW 42.30.110(1)(c): To discuss the potential purchase of real estate.

Chairman Elmore called for an Executive Session to begin at 1855 hours for 15 minutes with anticipated action to follow. Chairman Elmore resumed the regular Board of Commissioners meeting at 1910 hours and announced there would be no decision at this time.

ADJOURNMENT

Chairman Elmore adjourned the meeting at 1910 hours.

Snohomish Regional Fire & Rescue



Commissioner Rick Edwards



Chairman Troy Elmore



Vice Chairman Randy Fay



Commissioner Paul Gagnon



Commissioner Jeff Schaub





Commissioner Jim Steinruck



Commissioner Roy Waugh