



**BOARD OF FIRE COMMISSIONERS MEETING
SNOHOMISH COUNTY FIRE DISTRICT 7**

Fire District 7 Station 31 Training Room/ Via Blue Jeans
163 Village Court, Monroe, WA 98272

July 09, 2020

1730 hours

CALL TO ORDER

Chairman Waugh called the meeting to order via BlueJeans at 1730 hours. In attendance via Blue Jeans - Chairman Waugh, Commissioner Elmore, Commissioner Gagnon, Commissioner Schaub, Commissioner Snyder, and Commissioner Steinruck. In attendance Station 31 Commissioner Woolery. Commissioner Fay was absent with prior notice.

UNION COMMENT

None

CHIEFS REPORT

Covid-19

Deputy Chief Dorsey presented an update on COVID-19. Commissioner Waugh expressed his pride in Deputy Chief Dorsey's webinar given to the National Association of EMS Physicians on using improvement science during COVID-19.

Fourth of July Response

Chief O'Brien gave a brief update on call volume for 2020's July 4. He noted there will be more details presented at the July 23, Board Meeting.

Entry Level Career Firefighter

New Career Firefighters scheduled to begin July 20, 2020.

Stations 77 and 13

Bothell Fire Department Assistance

Chief O'Brien noted we are still deliberating assisting Bothell Fire District with the remodel of a station by housing their crews. It will need to be beneficial to both parties.

IAFF Local 2781 Collective Bargaining Agreement

New District Name –Snohomish Regional Fire and Rescue

CONSENT AGENDA

Approve Vouchers

Benefit Vouchers: 20-01767 – 20-01782; (\$632,771.00)

Benefit Voucher: 20-01783; (\$965.00)

Benefit Voucher: 20-01784; (\$995.00)

AP Vouchers: 20-01693 – 20-01766; (\$89,621.67)



Approval of Payroll

June 30, 2020: \$1,582,691.24

Approval of Minutes

Approve Regular Board Meeting Minutes – June 25, 2020

Motion to approve the Consent Agenda as submitted.

Motion by Commissioner Steinruck and 2nd by Commissioner Elmore

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

CORRESPONDENCE

None

OLD BUSINESS

Discussion

COVID-19 Update

Strategic Planning

Chief O'Brien gave an update on the solicitation process in the works to recruit a Driver Operator, Paramedic and a Firefighter as part of the Steering Committee.

District Policies and Procedures

2021 Budget Process

Chief O'Brien noted we are initiating the 2021 budget process. Business Administrator Schoof added that we are in the analysis phase, and then will move forward to the evaluation phase, and then the budgeting phase. We will continue to be deliberate in all of our planning.

City of Mill Creek

Chief O'Brien defined the process of establishing the district's plan of action.

Action

Allied Construction

Motion to accept the project as complete and to release retainage.

Motion by Commissioner Gagnon and 2nd by Commissioner Schaub

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

Resolution (2020-16) Surplus Nozzles, Equipment & Apparatus

Motion to approve Surplus Nozzle, Equipment and Apparatus as submitted.

Motion by Commissioner Snyder and 2nd by Commissioner Steinruck

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

Lake Stevens Fire Audit Entrance Conference Update



Motion to authorize the Board Chair to decline the State Auditor's offer for the entrance interview.

Motion by Commissioner Snyder and 2nd by Commissioner Elmore
On Vote, **Motion Carried 8/0**

Sno911 Tower Agreement 71

Motion to approve Sno911 Tower Agreement for Station 71 pending legal review.

Motion by Commissioner Schaub and 2nd by Commissioner Snyder
On Vote, **Motion Carried 8/0**

NEW BUSINESS

Discussion

Letter from Mayor Franklin expressing interest in becoming a partner with a Regional Fire Authority.
Commissioner Steinruck will represent the Board of Commissioners going forward.

Title and Deed Changes

Chief O'Brien noted the process for the legal obligations with the changing of the district name has begun.

Annual Report

Public Information Officer Chadwick presented the Annual Report. PIO Chadwick noted this report is a 2019 look back and does not include information regarding Lake Stevens Fire.

Action

COMMISSIONER COMMITTEE REPORTS

Joint Fire Board with Mill Creek (Elmore / Fay / Waugh):
Finance Committee (Elmore / Fay / Snyder / Waugh / Woolery):
Policy Committee (Edwards / Elmore / Schaub / Woolery):
Labor/Management (Fay / Waugh):
Contract Bargaining (Fay / Waugh):
Shop Committee (Edwards / Gagnon / Snyder / Woolery):
Strategic Plan Committee (Fay / Schaub / Snyder / Steinruck):
Capital Facilities Committee (Gagnon / Schaub / Snyder / Woolery):
Government Liaisons:
 Lake Stevens (Gagnon / Steinruck):
 Monroe (Edwards / Snyder / Woolery):
 Mill Creek (Elmore / Fay / Waugh):
 Legislative (Elmore / Schaub):

OTHER MEETINGS ATTENDED

Snohomish County 911 (Waugh)
Regional Coordination
Leadership Meeting (Fay / Schaub)
Sno-Isle Commissioner Meeting

GOOD OF THE ORDER



ATTENDANCE CHECK

All board members noted they would be available 1730 hours for the July 23, 2020 regular Commissioner Meeting at Station 31 Training Room /BlueJeans.

EXECUTIVE SESSION

None

ADJOURNMENT


Chairman Waugh adjourned the meeting at 1805 hours.



Commissioner Randy Fay

by Virtual Attendance

Commissioner Rick Edwards



Vice Chairman Troy Elmore

by Virtual Attendance

Commissioner Paul Gagnon

by Virtual Attendance


Commissioner Jeff Schaub

by Virtual Attendance

Commissioner William Snyder

by Virtual Attendance

Commissioner Jim Steinruck



Chairman Roy Waugh

Lake Stevens Fire
1825 South Lake Stevens Road
Lake Stevens, WA 98258
(425) 334-3034
www.LSfire.org



Snohomish County Fire District 7
163 Village Court
Monroe, WA 98272
(360) 794-7666
www.Snofire7.org

by Virtual Attendance

Commissioner Randal Woolery

A handwritten signature in blue ink, appearing to read "Kevin K. O'Brien".

Chief Kevin K. O'Brien