

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

BOARD OF FIRE COMMISSIONERS MEETING MINUTES SNOHOMISH COUNTY FIRE DISTRICT 7

Fire District 7 Station 31 Training Room/ Via Blue Jeans
163 Village Court, Monroe, WA 98272
September 10, 2020 1730 hours

CALL TO ORDER

Chairman Waugh called the meeting to order via BlueJeans at 1730 hours. In attendance Commissioner Woolery. In attendance via BlueJeans Commissioner Edwards, Commissioner Elmore, Commissioner Fay, Commissioner Gagnon, Commissioner Schaub, Commissioner Snyder, and Commissioner Steinruck.

UNION COMMENT

None

AGENDA ITEM ADDITION

Fitch and Associates update. Steve Night gave an update on the Standards of Cover process which he defined as a "risk based deployment strategy."

CHIEFS REPORT

As presented.

CONSENT AGENDA

Approve Vouchers

Benefit Vouchers: 20-02256 – 20-02279; (\$598,303.10)

AP Vouchers: 20-02280 – 20-02409; (\$427,386.97)

Approval of Payroll

August 31, 2020 \$1,115,739.05

Approval of Minutes

Approve Regular Board Meeting Minutes – August 27, 2020

Chairman Waugh asked to have the minutes amended before approval. The minutes were approved as amended.

Motion to approve the Consent Agenda as submitted.

Motion by Commissioner Schaub, and 2nd by Commissioner Edwards.

On Vote, **Motion Carried 9/0.**

CORRESPONDENCE

OLD BUSINESS

Discussion

SRFR Name and Logo Presentation: Deputy Chief Clinton as representative of the committee tasked with developing the logo and patch design presented the new Snohomish Regional Fire and Rescue logo and patch design to the Board of Commissioners.

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Motion to move SRFR Name Logo presented to an action item.

Motion by Commissioner Fay, and 2nd by Commissioner Elmore.

On Vote, **Motion Carried 9/0.**

Motion to accept the SRFR Name Logo recommendation as presented.

Motion by Commissioner Steinruck, and 2nd by Commissioner Fay.

On Vote, **Motion Carried 9/0.**

Sno911 Lease Agreement Station 83

Quarter 2 Budget and Highlights: Finance Committee met and accepted as presented. Thank you to Camille Tabor. Chairman Waugh noted caution regarding future GEMT monies in budgets due to uncertainties.

City of Mill Creek Fire and EMS Agreement: Chief O'Brien confirmed his meeting with Mill Creek's City Manager. Chief noted both sides are looking for a fair and equitable contract and are firming up timeline details to move forward negotiating a new contract.

Action

NEW BUSINESS

Discussion

WFCa virtual Snure Seminar: Chairman Waugh commented on the October 21, 2020 Zoom Webinar being presented by Attorney Brian Snure. Snohomish Regional Fire and Rescue does have an Unlimited Access Pass for all members to attend.

Resolution 2020-21 Resolution to Surplus 2 King Vision Laryngoscopes to Darrington Fire: Chief O'Brien explained with the merge we adapted a standardized use of laryngoscope leaving us with a brand we will no longer be using. In the spirit of helping smaller agencies and keeping tax payer dollars with tax payer services by offering these items to Darrington for a nominal fee seems to be a positive move for both agencies.

Action

COMMISSIONER COMMITTEE REPORTS

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

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

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OTHER MEETINGS ATTENDED

Snohomish County 911 (Waugh): Commissioner Waugh gave a briefing on the Sno911 Emergency Communication System Advisory Board meeting he attended.

Regional Coordination

Leadership Meeting (Fay/Schaub): Commissioner Schaub delivered highlights from the Leadership Meeting held on September 9.

Sno-Isle Commissioner Meeting

GOOD OF THE ORDER

ATTENDANCE CHECK

All board members noted they would be available September 24, 2020 at 1730 for the regular Commissioner meeting at Station 31 Training Room/BlueJeans.

EXECUTIVE SESSION

At 1806 hours Chairman Waugh called for executive session to discuss Labor Negotiations per RCW 42.30.140(4)(b) for fifteen (15) minutes. At 1821 hours an additional ten (10) minutes was requested.

Chairman Waugh reconvened the open public meeting at 1831. No action was taken and no decision was made.

ADJOURNMENT

Chairman Waugh adjourned the meeting at 1835 hours.

Snohomish County Fire District #7

Commissioner Randy Fay

by Virtual Attendance

Commissioner Rick Edwards

by Virtual Attendance

Vice Chairman Troy Elmore

by Virtual Attendance

Commissioner Paul Gagnon

by Virtual Attendance

Commissioner Jeff Schaub

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by Virtual Attendance

Commissioner William Snyder

by Virtual Attendance

Commissioner Jim Steinruck

by Virtual Attendance

Chairman Roy Waugh

by Virtual Attendance

Commissioner Randal Woolery

A handwritten signature in blue ink, appearing to read "Kevin K. O'Brien", is written over a horizontal line.

Chief Kevin K. O'Brien



Lake Stevens Fire &
Snohomish County Fire District 7
Improving Service Together



Chief's Report 9.10.20

COVID-19

District personnel remain focused on the District's mission of saving lives, protecting property, safeguarding the environment in a fiscally responsible manner. Given the current COVID-19 outbreak, extra attention has been given to the safety of our personnel and the District's response to care for our communities. We have been working closely with our Snohomish County regional partners including the other fire/EMS agencies, Snohomish County EMS, DEM, Dept. of Health, hospitals, the cities we serve, the school districts we serve, and others.

- There is one employee with no symptoms in quarantine due to an off-duty exposure.
- Labor disruption is stable
- Daily training is ongoing for all responders regarding personal protective equipment (PPE), decontamination, and response protocols
- The Infectious Control Task Force (ICTF) continues to work with the Safety Committee, Operations, Logistics, Technical Services, and Administration to monitor and develop best practices with the goal of maintaining a healthy environment for all employees and citizens.
- COVID 19 testing is now being performed by Everett Fire for all Snohomish County Fire/EMS Responders.

SRFR Re-Branding/Logo

The new logo and patch concept were approved by Senior Staff and will be presented to the Board on 9.10.20. A rebranding timeline and corresponding budget are being prepared for Board presentation on 9.24.20.

Formal Chief's Drill and Inspection

The Operations and Training Division are finalizing a "Formal Chief's Drill/Inspection" to begin in 2021. The goal of the drills and inspections will be to evaluate and support the readiness and performance of our responders. A calendar was established so that all 44 companies will go through this process next year. This will be laid out in the Ops and Leadership meeting this fall. February 2021 start date.

Planning for CPSE-CFAI Accreditation

The Accreditation Initial Planning Team has been preparing for the accreditation process. August of 2022 is projected start date pending Board approval.

Standards of Cover

The Standards of Cover development processes is set to begin September 1, 2020 and is targeted to be completed by March 31, 2021. Steve Night with Fitch and Associates has been on site during the week of 9/8/20 interviewing staff and reviewing operational systems and processes.

77/13 Report

The Planning and Operations Division have completed an initial draft of a 77/13 analysis and will be working on adding additional detail for the initial report over the next 2-3 months.

Wildland Mobilizations

Mobilization Update as of 9.8.20

Warm Beach OR

- One Paramedic

White River OR

- One Officer

Pearl Hill Fire: BR81

- Crew of three

Pearl Hill Fire: BR33

- Crew of Three

Whitney Fire

- One Strike Team Leader

Policy

The District is in the process of soliciting interest in participation for the Policy and Procedure Task Force. The hope is that the task force will be comprised similarly to that of the safety committee with representation from each rank and perspective within the organization.

New Career Firefighters

Five new career firefighters started the academy on Monday 8/31 and will be completed by Thanksgiving.

A Family Orientation was held on 8.27.20 to welcome the family members of the new firefighters to the SRFR family and to provide information about mental health, wellness, and other important topics about the District and our family.

Future Hiring

The District currently projects a need for eight replacement firefighters for 2021. More analysis will be completed regarding hiring replacement firefighters. Additionally, the District is currently evaluating the current hiring processes and may seek a new process.

UW-Harborview Paramedic Training

The District received notice that a "last minute" slot opened in the UW-Harborview Paramedic Training Program. The District will send one student. The program officially begins on September 28, 2020.

Asset Inventory

Logistics has been working diligently to build our inventory process in Operative IQ. They have finished the process of visiting all District facilities to inventory assets over \$5,000 and the small and attractive assets.

Commercial Driver's License Training

Two personnel from Logistics and the Shop began CDL training on August 17.

Updated Security for the Logistics Facility

The Logistics Division plans to have a proposal to install a security fence and security alarm/camera system at the logistics building at a future Commissioner meeting.

District Physicals

District physicals have begun this week and will continue for the next three weeks.

Strategic Planning

The District has recruited five additional response personnel to join the Strategic Plan Development Team. Meetings resumed on 8/19/20.