



**BOARD OF FIRE COMMISSIONERS MEETING MINUTES
SNOHOMISH REGIONAL FIRE AND RESCUE**

Fire District 7 Station 31 Training Room/ Via Blue Jeans
163 Village Court, Monroe, WA 98272
February 25, 2021 1730 hours

CALL TO ORDER

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

AGENDA CHANGES

New Business Action: An increase to the Abatement Proposal Contract with Pacrim for asbestos found after initial estimate was presented to the Board of Commissioners.

Motion to move the increased proposal of the Abatement Proposal Contract with Pacrim to an action item.

Motion by Commissioner Gagnon, 2nd by Commissioner Schaub.

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

PUBLIC COMMENT

None

UNION COMMENT

IAFF: President McConnell thanked DC Rasmussen and team for being part of the County Vaccination program. He also encouraged all members to support the vaccine effort through participation at one of the mass vaccine sites.

Teamsters: None

CHIEFS REPORT

Assistant Chief Huff presented the Chief's report as submitted. Highlights from the report

- Thank you PIO Chadwick for the development of the new and improved Chief reports along with all the division heads who contribute.
- We have four new recruits in the fire academy.
- We survived Snow 2021 thanks to the Logistics Team.
- The 800 MHz portable radios are in the process of being distributed.

CONSENT AGENDA

Approve Vouchers

Benefit Vouchers: 21-00277 - 21-00284; (\$626,656.21)

AP Vouchers: 21-00285 to 21-00367; (\$258,734.32)

Approval of Payroll

February 15, \$1,027,702.86

Approval of Minutes

Approve Regular Board Meeting Minutes – February 8, 2021



Motion to approve the Consent Agenda as submitted.

Motion by Commissioner Schaub, 2nd by Commissioner Fay.
On Vote, **Motion carried 9/0.**

CORRESPONDENCE

OLD BUSINESS

Discussion

Accreditation Letter of Understanding – Candidate Agencies: The BOC approved moving forward with the Accreditation process last meeting. Assistant Chief Huff gave a review of additional costs projected for 2022 travel that was not specifically outlined in the presentation. Chairman Waugh affirmed the Finance Committee was apprised of this cost and there were no concerns from the committee.

Snure Seminar February Webinars: Friday February 26, 2021 9am – Noon. All Commissioners registered.

Action

Station 71 /Sno911 Tower Agreement

Motion to authorize Chief O'Brien to sign Station 71 Communications Site Lease Addendum as submitted.

Motion by Commissioner Steinruck, 2nd by Commissioner Snyder.
On Vote, **Motion carried 9/0.**

Fire Benefit Charge Agreement

Motion to authorize Chief O'Brien to sign the agreement with InterfaceSystems L.L.C. to analyze the possibility of a voter approved Fire Benefit Charge, not to exceed \$10,000.

Motion by Commissioner Gagnon, 2nd by Commissioner Schaub.
On Vote, **Motion carried 9/0.**

Capital Facility Improvement Plan – donation Station 74/Logistics

Motion to approve the Capital Facility Improvement Plan for Station 74/Logistics Center as presented not to exceed \$106,000 from donated funds.

Motion by Commissioner Snyder, 2nd by Commissioner Gagnon.
On Vote, **Motion carried 9/0.**

New District Boundary Sign

Motion to approve the District Boundary sign for Snohomish Regional Fire & Rescue not to exceed \$3,500.

Motion by Commissioner Steinruck, 2nd by Commissioner Fay.
On Vote, **Motion carried 9/0.**

NEW BUSINESS

Discussion



COVID Vaccine Project: Assistant Chief Huff provided overview of the COVID Vaccine Project initiative. It defines our participation impacts in both cost and risks. Finance Committee recommends a creation of a first quarter budget amendment to include in our 2021 budget. Commissioner Fay asked about the possibility of being reimbursed for our participation in this program by the CARES Act. This is defined in the initiative as a possibility but not a guarantee. Chairman Waugh asked for a motion to move this to an action item.

Motion to move the COVID Vaccine Project Initiative an action item

Motion by Commissioner Schaub, 2nd by Commissioner Fay.

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

Action

Motion to approve the COVID Vaccine Project Initiative.

Motion by Commissioner Schaub 2nd by Commissioner Edwards.

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

Motion to authorize an increase to the Abatement proposal Contract with Pacrim due to additional asbestos found after estimate, not to exceed \$13,000 over initial cost.

Motion by Commissioner Schaub, 2nd by Commissioner Steinruck.

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

COMMISSIONER COMMITTEE REPORTS

Joint Fire Board with Mill Creek (Fay/Elmore/Waugh): Commissioner Fay reported there were no scheduled meetings.

Finance Committee (Elmore /Snyder/Waugh/ Woolery): Chairman Waugh briefed the BOC on the most recent meeting which included a discussion of required audit report for post retirement medical plan. They discussed a payroll clean up involving New Years Day Holiday and what pay period that should have fallen into. DRS has begun an audit our our retirement system.

Policy Committee (Woolery/ Elmore/Edwards/Schaub): None

Labor/Management (Waugh/Elmore/Fay): None

Shop Committee (Snyder/Edwards / Gagnon/Woolery): None

Strategic Plan Committee (Schaub/Fay/Snyder/Steinruck): Commissioner Schaub stated the two main topics of the meeting. To discuss our strengths, weakness, opportunities and threats and to develop smart goals for different categories. The committee has broken out in to subcommittees to work on these areas.

Capital Facilities Committee (Snyder/Gagnon/Schaub/ Woolery): Commissioner Snyder presented the overall task at hand for the committee, laying out the future for the department regarding facilities. These plans will include both short term and long term goals.

Government Liaisons:

Lake Stevens (Gagnon/Steinruck):

Monroe (Edwards/Snyder/Woolery):

Mill Creek (Elmore/Fay):

Legislative (Elmore/Schaub):



SNOHOMISH REGIONAL FIRE & RESCUE

OTHER MEETINGS ATTENDED

Snohomish County 911 (Waugh)
Leadership Meeting (Fay/Schaub)

Sno-Isle Commissioner Meeting: Commissioner Fay shared there will be a meeting discussing the Community Paramedic program for various districts.

Commissioner Fay initiated an additional discussion of the Mill Creek contract.

GOOD OF THE ORDER

Chairman Waugh drew attention to the collaborative negotiations being held between IAFF, Teamsters 38 and the District. Hats off to both Labor and Administration for their continued positive and professional approach. Commissioner Steinruck thanked the Administrative Staff and all the Crews in the field for the quality of service during these unprecedented times.

ATTENDANCE CHECK

All Board members noted they would be available March 11, 2021 at 1730 for the regular Commissioner Meeting at Station 31 Training Room/BlueJeans.

EXECUTIVE SESSION

ADJOURNMENT

Chairman Waugh adjourned the meeting at 1814 hours.

Snohomish Regional Fire and Rescue

by Virtual Attendance

Commissioner Rick Edwards

by Virtual Attendance

Vice Chairman Troy Elmore

Commissioner Fay

by Virtual Attendance

Commissioner Paul Gagnon



SNOHOMISH REGIONAL FIRE & RESCUE

by Virtual Attendance

Commissioner Jeff Schaub

by Virtual Attendance

Commissioner William Snyder

by Virtual Attendance

Commissioner Jim Steinruck

by Virtual Attendance

Chairman Roy Waugh

Commissioner Randal Woolery

Chief Kevin K. O'Brien