



BOARD OF FIRE COMMISSIONERS MEETING MINUTES

SNOHOMISH REGIONAL FIRE & RESCUE

SRFR Station 31 Training Room / Via Zoom

163 Village Court, Monroe, WA 98272

July 10, 2025, 1730 hours

CALL TO ORDER

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

PUBLIC COMMENT

N/A

UNION COMMENT

There was one comment from the IAFF regarding the Paramedic School MOU with a thank you for collaboration and a request for support of the MOU.

DISTRICT HIGHLIGHTS

Badge Pinning

Chief O'Brien introduced the Badge Pinning. He presented the badge to the family so they could pin the badge on their loved one this evening, and he gave the oath for Snohomish Regional Fire & Rescue. Congratulations to Driver/Operator Landon Bell!

CHIEF'S REPORT

As presented. Chief O'Brien thanked everyone for their support, the teamwork, and all the great things that everyone does. He commented that it has been an honor to serve here and he has a lot of great memories. He is very thankful for everyone. He is excited for the organization to bring on Chief Park, welcome Chief Park!

COMMISSIONER REPORTS

Meeting	Chair	Last Mtg.	Next Mtg.	Reporting
Capital Facilities	Steinruck	6/24/25	7/22/25	No
Finance Committee	Elmore	6/26/25	7/24/25	No
Sno911	Waugh	6/19/25	7/17/25	No
Sno-Isle Commissioners	Fay	7/3/25	9/4/25	Yes
Leadership Meeting	Schaub	5/15/25	9/18/25	No
Policy Committee	Schaub	7/10/25	8/14/25	Yes
Community Advisory Committee	TBD	6/25/25	11/12/25	No



Sno-Isle Commissioners – Vice Chairman Fay commented that there are no meetings in July or August, and their next meeting will be in September. Commissioner Steinruck mentioned that three of them attended the last meeting at North County Fire Academy where they had dinner and went on a tour of the new facility.

Policy Committee – Commissioner Schaub commented that they reviewed Policies 1000, 400, 403, and 407.

COMMITTEE MEETING MINUTES

Capital Facilities Committee – June 24, 2025

Finance Committee – June 26, 2025

CONSENT AGENDA

Approval of Vouchers

Benefits Vouchers: 25-01383 to 25-01398; (\$793,659.65)

Benefits Vouchers: 25-01399 to 25-01401; (\$540,200.20)

AP Vouchers: 25-01402 to 25-01522; (\$613,145.78)

Approval of Payroll

June 30, 2025 Payroll (\$1,747,007.51)

Approval of Minutes

Approve Special Board Meeting Minutes June 25, 2025

Approve Regular Board Meeting Minutes June 26, 2025

Motion to approve the Consent Agenda as submitted.

Motion by Commissioner Edwards and 2nd by Vice Chairman Fay.

On vote 7/0.

OLD BUSINESS

Discussion

N/A

Action

Public Record Index Resolution

Motion to approve Resolution 2025-02 Public Record Index as submitted.

Motion by Chairman Elmore and 2nd by Commissioner Steinruck.

On vote 7/0.



BN Builders Phase 1C Contract Amendment

Motion to approve the BN Builders Phase 1C Contract Amendment as submitted.

Motion by Vice Chairman Fay and 2nd by Commissioner Schaub.

On vote 7/0.

Budget Amendment #2 Shop Wages

Motion to approve Budget Amendment #2 as submitted.

Motion by Commissioner Schaub and 2nd by Commissioner Edwards.

On vote 7/0.

Darkhorse Contract Amendment

Motion to approve the Darkhorse Contract Amendment as submitted.

Motion by Chairman Elmore and 2nd by Commissioner Waugh.

On vote 7/0.

Commissioner Schaub mentioned that this is a Canadian company and asked if there will be a tariff imposed on this, and if so, how much? Assistant Chief Messer will follow up on this.

Policy 804 Standardization of Station Files

Motion to approve Policy 804 as submitted.

Motion by Commissioner Alsin and 2nd by Commissioner Schaub.

On vote 7/0.

NEW BUSINESS

Discussion

Paramedic School MOU

Assistant Chief Lundquist commented that this has been a collaborative effort between the District and the union. This year we are doing something different with medic school, which allows members to stay on staff while they complete the 8-9 month didactic portion, and then they will travel to complete the clinical portion. This includes an increase in compensation for participating full-time firefighters, from 106% to 115% of base pay. This adjustment accounts for the time commitment associated with the paramedic training and offsets potential overtime expenditures. We will try it and see if it works. After completion of their training, they will work with another paramedic for a minimum of 6 months. Please let us know if you have any questions.

Commissioner Waugh commented that there is a baseline national curriculum that all programs teach, and it's the clinical interface that builds the medic.



Assistant Chief Lundquist gave credit to MSO Keith Terry and Deputy Chief Read for presenting this option.

Action

Sno911 2025 ILA Amendment

Motion to approve the Sno911 2025 ILA Amendment as submitted.

Motion by Chairman Elmore and 2nd by Commissioner Waugh.

On vote 7/0.

Commissioner Waugh mentioned that he asked Kurt about the EMS Service Agreement, and the current board chose to submit a different document to Sno911. They will be meeting next week to work out the agreement.

DISTRICT HIGHLIGHTS

Transfer of Command: Chief Park

Chief O'Brien welcomed Chief Park and officially passed command to Chief Park.

Chief Park thanked Chief O'Brien for his leadership and his legacy. He is honored to carry forward the mission and do it with respect for our people, our organization, and the communities we serve.

GOOD OF THE ORDER

Commissioner Steinruck reminded everyone that this weekend is Aquafest in Lake Stevens, with the Firefighters' Pancake Breakfast on Saturday and Sunday, from 7am – Noon. He encouraged the Commissioners to attend if they are available. It will be a great opportunity to connect with our community.

Chairman Elmore presented a plaque to Chief O'Brien on behalf of the Board, and thanked him for his honorable leadership with our organization.

Chief O'Brien will have his flag ceremony at 9am Friday, July 11 at Station 81.

ATTENDANCE CHECK

Special Commissioner Meeting Monday, July 14, 2025, at 0900 – Station 31 Training Room

Commissioner Alsin is excused from Monday's meeting.

Regular Commissioner Meeting Thursday, July 24, 2025, at 1730 - Station 31 Training Room/Zoom



EXECUTIVE SESSION

RCW 42.130.140(4)(b): Labor Negotiations

Chairman Elmore called for an Executive Session to begin at 1810 hours for 15 minutes, with no expected action to follow. Chairman Elmore extended the Executive Session for an additional 15 minutes. Chairman Elmore resumed the regular Board of Commissioners Meeting at 1840 hours and there was no action. Meeting moved to Adjournment.

ADJOURNMENT

Chairman Elmore adjourned the meeting at 1840 hours.

Commissioner Davin Alsin

Commissioner Jeff Schaub

Commissioner Rick Edwards

Commissioner Jim Steinruck

Chairman Troy Elmore

Commissioner Roy Waugh

Vice Chairman Randy Fay