



BOARD OF FIRE COMMISSIONERS MEETING MINUTES

SNOHOMISH REGIONAL FIRE & RESCUE

SRFR Station 31 Training Room / Via Zoom

163 Village Court, Monroe, WA 98272

September 11, 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, and Commissioner Steinruck; and via Zoom were Commissioner Waugh and District Secretary Snure.

PUBLIC COMMENT

N/A

UNION COMMENT

N/A

DISTRICT HIGHLIGHTS

Badge Ceremony

Chairman Elmore introduced the Badge Pinning Ceremony for Chief Park. 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 and welcome to Chief Park and his family!

9/11 Remembrance

Commissioner Steinruck presented a 9/11 Remembrance Proclamation to IAFF Local 2781 President Craig Fisher.

New Recruit Academy Roadmap

Training Officer Tickle presented our 2025-2 Firefighter Recruits. They are just finishing their pre-academy today and he explained the pre-academy process includes 200 hours of onboarding. Monday the recruits will start their 13-week academy with an expected graduation date on December 11. Next they will return to SRFR for some ride-alongs and then they will start EMT School. After completion of EMT School they will return to SRFR for a three-week post academy, and then they will be on the line by March 16.

Chief Park commented that our Training Division has done a great job, going above and beyond. He thanked Training Officer Tickle and the team for their hard work.



CHIEF'S REPORT

As presented. Chief Park commented we are working on reintegrating within our communities, and he shared a new video highlighting SRFR services. Chief Park thanked PIEO Mongillo, PIEO King and Deputy Chief McConnell for their hard work with creating the video.

Chairman Elmore & Commissioner Edwards thanked everyone for their hard work. The video is a great representation of SRFR for our communities, and very well done!

Chief Park reviewed the August Chief's Report and highlighted the following upcoming events: Monroe Senior Center Spaghetti Dinner on September 26, Fire Prevention Week Open House on October 4, and Lake Stevens HarvestFest on October 31. Additionally, we look forward to having First Responder Therapy Dogs visit our stations; and he thanked our Admin Receptionist Vega for setting up this program. He also thanked our Accounts Payable team for following up on a recent invoice that saved us approximately \$50,000. We appreciate the attention to detail!

COMMISSIONER REPORTS

Meeting	Chair	Last Mtg.	Next Mtg.	Reporting
Capital Facilities	Steinruck	8/26/25	9/23/25	No
Finance Committee	Elmore	8/28/25	9/25/25	No
Sno911	Waugh	8/21/25	9/18/25	Yes
Sno-Isle Commissioners	Fay	9/4/25	10/2/25	Yes
Leadership Meeting	Schaub	5/15/25	9/18/25	No
Policy Committee	Schaub	9/11/25	10/9/25	Yes
Community Advisory Committee	TBD	6/25/25	11/12/25	No

Sno911 – Assistant Chief Lundquist mentioned they reviewed the draft 2026 Budget, and they decided not to hire new employees for 2026.

Sno-Isle Commissioners – Vice Chairman Fay commented the fall conference is upon us. He thanked Commissioner Waugh for stepping into the planning process for hospitality. We are still looking for support with the hospitality suite if you are available to help.

Commissioner Steinruck also commented that they recently met at Camano Island Fire & Rescue for a great presentation about mental health. Chairman Elmore recognized Camano Island Fire & Rescue for their amazing support in this area.

Policy Committee – Commissioner Schaub commented they met earlier today to discuss 4 new policies and 8 policies for rescinding. Their next meeting is scheduled for October 9.



COMMITTEE MEETING MINUTES

Finance Committee – August 28, 2025

CONSENT AGENDA

Approval of Vouchers

Benefits Vouchers: 25-01901 to 25-01916; (\$782,591.28)

AP Vouchers: 25-01917 to 25-02042; (\$915,917.81)

Approval of Payroll

September 15, 2025 Payroll (\$1,570,432.78)

Approval of Minutes

Approve Regular Board Meeting Minutes August 28, 2025

Motion to approve the Consent Agenda as submitted.

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

On vote 7/0.

OLD BUSINESS

Discussion

N/A

Action

Policy 1000 Recruitment and Selection

Legacy Policies to Rescind

- 1-01 Policy Manual
- 2 Position Statement
- 4 Entrance Requirements for All Personnel
- 5 Employee Benefits
- 6 Local Board of Trustees
- 25 Energy Conservation

Motion to approve Policy 1000 and rescind Legacy Policies 1-01, 2, 4, 5, 6, and 25 as submitted.

Motion by Chairman Elmore and 2nd by Commissioner Schaub.

On vote 7/0.

NEW BUSINESS

Discussion

Bunker Gear Update

Deputy Chief Titland presented the bunker gear update and requested a budget increase of \$300,000.



Action
N/A

GOOD OF THE ORDER

Vice Chairman Fay mentioned he had a family member who was recently in a car accident, and he thanked the crews for taking such great care.

Commissioner Steinruck mentioned the Capital Facilities Committee has had a series of workshops, and they recently discussed the apparatus bay and operation workspaces. Their next workshop is scheduled for September 24, and the topic will be the offices and the living spaces; and then October 8 will be focused on materials. He encouraged everyone to support these workshops, and he encouraged those who use these stations to attend the workshops and provide their feedback. Deputy Chief Rasmussen will send out reminders to those who are encouraged to participate. Additionally, he mentioned December 11 is the upcoming graduation for our recruits and he suggested that we make plans to move the regular Commissioner Meeting date scheduled for December 11.

Chairman Elmore gave his appreciation for the IAFF and mentioned that they have been working well together.

Therapy Dog Handler Mike Mora introduced his therapy dogs, Scout (three years old) & Piper (nine months old). Chief Park commented we are scheduled for these therapy dogs to visit all the stations between Sept 15 -24. Mike offered to stay for a bit this evening, so everyone could meet Scout and Piper. The Commissioners thanked Mike for his service.

ATTENDANCE CHECK

Regular Commissioner Meeting Thursday, September 25, 2025, at 1730 - Station 31 Training Room/Zoom

EXECUTIVE SESSION

RCW 42.30.140(4)(b): Labor Negotiations

RCW 42.30.110(1)(i): To Discuss Agency Litigation or Potential Pending Litigation with Legal Counsel

Chairman Elmore called for an Executive Session to begin at 1810 hours for 10 minutes, with no expected action to follow. Chairman Elmore extended the Executive Session for an additional 8 minutes. Chairman Elmore resumed the regular Board of Commissioners Meeting at 1828 hours and there was no action. Meeting moved to Adjournment.

ADJOURNMENT

Chairman Elmore adjourned the meeting at 1828 hours.



Commissioner Davin Alsin

Commissioner Jeff Schaub

Commissioner Rick Edwards

Chairman Troy Elmore

Vice Chairman Randy Fay

Commissioner Jim Steinruck

Commissioner Roy Waugh