



SNOHOMISH REGIONAL FIRE & RESCUE

# COMMISSIONER BOARD MEETING

**JULY 25, 2024**

**5:30 PM**

**SRFR STATION 31 TRAINING ROOM**

**VIA ZOOM**

**SNOHOMISH REGIONAL FIRE & RESCUE**

**WASHINGTON**



# AGENDA





**BOARD OF FIRE COMMISSIONERS MEETING AGENDA**  
**SNOHOMISH REGIONAL FIRE & RESCUE**  
SRFR Station 31 Training Room / Via Zoom  
163 Village Court, Monroe, WA 98272  
July 25, 2024, 1730 hours

**CALL TO ORDER**

**PUBLIC COMMENT**

**UNION COMMENT**

**CHIEF’S REPORT**

**COMMISSIONER REPORTS**

Meeting	Chair	Last Mtg.	Next Mtg.	Reporting
Capital Facilities	Steinruck	7/23/24	8/20/24	Yes
Finance Committee	Elmore	7/25/24	8/22/24	Yes
Sno911	Waugh	7/18/24	8/15/24	Yes
Sno-Isle Commissioners	Fay	6/6/24	9/5/24	No
Leadership Meeting	Schaub	4/24/24	10/23/24	No
Policy Committee	Schaub	7/11/24	8/8/24	No

**COMMITTEE MEETING MINUTES**

Policy Committee – July 11, 2024

**CONSENT AGENDA**

**Approval of Vouchers**

Benefits Vouchers: 24-01777 - 24-01786; (\$811,618.49)

AP Vouchers: 24-01787 – 24-01886; (\$393,080.98)

**Approval of Payroll**

July 15, 2024 (\$1,339,728.26)

**Approval of Minutes**

Approve Regular Board Meeting Minutes July 11, 2024



## **OLD BUSINESS**

### **Discussion**

Continuous Improvement: Water Safety

### **Action**

#### **Policy Review**

- Policy 601 Cardiopulmonary Resuscitation (CPR) and Automated External Defibrillator (AED) Training
- Policy 602 Bloodborne Pathogen Training
- Policy 605 Hazardous Materials (HAZMAT) Training
- Policy 610 Respiratory Protection Training
- Policy 910 Health and Safety Officer
- Policy 921 Extreme Outdoor Conditions Plan

## **NEW BUSINESS**

### **Discussion**

Station 82 Asphalt Project

### **Action**

PERS Retiree Medical Employee Contract

## **GOOD OF THE ORDER**

## **ATTENDANCE CHECK**

Regular Commissioner Meeting August 8, 2024, at 1730 - Station 31 Training Room/Zoom.

## **EXECUTIVE SESSION**

## **ADJOURNMENT**





# CHIEF'S REPORT





# COMMISSIONER REPORTS





# COMMITTEE MEETING MINUTES





## Commissioner Policy Committee Meeting Minutes

July 11<sup>th</sup>, 2024 16:30

**Members Present:** Commissioner Schaub, Commissioner Fay, Commissioner Elmore (online)

**Staff Present:** Acting DFM Dahl, DC McConnell

**Meeting called to order:** @ 16:30 Committee Chair Commissioner Schaub called the meeting to order.

**Approval of Minutes:** Commissioner Policy Committee meeting minutes 6/13/2024 were approved as submitted, unanimously. Minutes will be submitted to be included in the next board packet.

**Discussion:** Staff provided an update on the policies in the process. The committee revisited the need for our travel policy to be updated, working into the schedule for it to be a priority.

### Reviewed Policies:

- 213 Petty Cash Management
  - Approved
- 216 District Finances
  - Approved
- 617 Recording Response Video and Audio for Training
  - Approved
- 706 Knox Box Access
  - Approved
- 800 Records Management
  - Approved
- 911 Vehicle Safety Belts
  - Approved
- 1017 Personnel Records
  - Approved
- 1021 Physical Fitness
  - Approved

- 1033 Release of HIPAA Protected Information
  - This policy was discussed that it may be missing some content. Going to have staff revisit this one.
- 1035 Line-of-Duty Death
  - 1035 and 1036 were discussed extensively, the key points being that LNI notification within the 8 hour period was missing, the commissioners would like to be notified as well in a timely manor, finally the main discussion was to combine 1035 and 1036.
- 1036 Line-of-Duty Death and Serious Injury Notification
  - See notes for 1035

**Closing comments and discussion:** The committee had some follow up discussion on the 1035 and 1036 policies. The staff and commissioners discussed the best way to combine these policies without losing content updates from Lexipol. Staff also advised the commissioners that the August policy packet will be light so we will be able to revisit these three policies without any concern for going over on time for the meeting.

**Next Meeting** set for August 8<sup>th</sup> @ 16:30.

**Meet adjournment @ 17:00**



# CONSENT AGENDA



## Snohomish Regional Fire and Rescue Claims Voucher Summary

07/15/2024

Page 1 of 1

Fund: Shop - Expense #050

We the undersigned Board of Directors of the above-named governmental unit do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified below are approved for payment.

Date: \_\_\_\_\_

Signatures:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Voucher	Payee/Claimant	1099 Default	Amount
24-01777	DEPARTMENT OF RETIREMENT SYSTEMS		30,693.37
24-01778	DIMARTINO & ASSOCIATES		22,612.33
24-01779	FIRE 7 FOUNDATION		562.50
24-01780	HRA VEBA TRUST		148,234.06
24-01781	LEOFF TRUST		446,210.02
24-01782	MATRIX TRUST COMPANY		20,176.17
24-01783	TD AMERITRADE INSTITUTIONAL		388.50
24-01784	TRUSTEED PLANS SERVICE CORP		33,470.77
24-01785	VOYA INSTITUTIONAL TRUST CO		108,816.77
24-01786	WASHINGTON STATE SUPPORT REGISTRY		454.00

**Page Total**

811,618.49

**Cumulative Total**

811,618.49



Snohomish Regional Fire & Rescue, WA

Docket of Claims Register

APPKT01636 - 07.25.2024 Board Meeting ER

By Docket/Claim Number

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
0012	ACROSS THE STREET PRODUCTIC	24-01787					9,757.54
	25360	Blue Card Instructor & IC(CE) Renewals	Invoice	07/22/2024	Blue Card Instructor & IC(CE) Renewals	001-506-522-45-49-02	9,757.54
1861	ADAM PERRON	24-01788					222.00
	INV11773	Aiprort Parking Reimbursment (Honor	Invoice	07/02/2024	Aiprort Parking Reimbursment (Honor	001-506-522-45-43-00	222.00
2189	AJ'S LANDCARE, INC	24-01789					11,731.31
	121216074	Landscaping Monthly Maintenance - A	Invoice	06/30/2024	Landscaping Monthly Maintenance - A	001-507-522-50-41-00	884.31
	121216075	Landscaping Monthly Maintenance - S	Invoice	06/30/2024	Landscaping Monthly Maintenance - S	001-507-522-50-41-00	957.25
	121216076	Landscaping Monthly Maintenance - S	Invoice	06/30/2024	Landscaping Monthly Maintenance - S	001-507-522-50-41-00	911.66
	121216077	Landscaping Monthly Maintenance - S	Invoice	06/30/2024	Landscaping Monthly Maintenance - S	001-507-522-50-41-00	944.13
	121216078	Landscaping Monthly Maintenance - S	Invoice	06/30/2024	Landscaping Monthly Maintenance - S	001-507-522-50-41-00	899.16
	121216079	Landscaping Monthly Maintenance - S	Invoice	06/30/2024	Landscaping Monthly Maintenance - S	001-507-522-50-41-00	854.21
	121216080	Landscaping Monthly Maintenance - S	Invoice	06/30/2024	Landscaping Monthly Maintenance - S	001-507-522-50-41-00	929.05
	121216081	Landscaping Monthly Maintenance - S	Invoice	06/30/2024	Landscaping Monthly Maintenance - S	001-507-522-50-41-00	469.63
	121216082	Landscaping Monthly Maintenance - S	Invoice	06/30/2024	Landscaping Monthly Maintenance - S	001-507-522-50-41-00	699.11
	121216083	Landscaping Monthly Maintenance - S	Invoice	06/30/2024	Landscaping Monthly Maintenance - S	001-507-522-50-41-00	700.06
	121216084	Landscaping Monthly Maintenance - S	Invoice	06/30/2024	Landscaping Monthly Maintenance - S	001-507-522-50-41-00	840.98
	121216085	Landscaping Monthly Maintenance - S	Invoice	06/30/2024	Landscaping Monthly Maintenance - S	001-507-522-50-41-00	899.16
	121216086	Brush Cutting & Mow/Quartrly Maint.-	Invoice	06/30/2024	Brush Cutting & Mow/Quartrly Maint.-	001-507-522-50-41-00	1,200.10
	121216132	Field Mowing/Quarterly Maint. - Fryel	Invoice	06/30/2024	Field Mowing/Quarterly Maint. - Fryel	001-507-522-50-41-00	218.80
	121216133	Landscaping (Haul Away) Wetlands - S	Invoice	06/30/2024	Landscaping (Haul Away) Wetlands - S	001-507-522-50-41-00	323.70



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APPKT01636 - 07.25.2024 Board Meeting ER

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
2106	AMAZON CAPITAL SERVICES, INC	24-01790					1,329.74
	1137-JXDH-NMH9	Dry Erase Magenetic Strips - ST72	Invoice	07/03/2024	Dry Erase Magenetic Strips - ST72	001-507-522-50-31-00	43.17
	11NK-Q4VL-HLGD	Shop Parts	Invoice	07/02/2024	Shop Parts	050-511-522-60-34-01	26.80
	14X1-RDV4-3VVT	Shop Parts	Invoice	07/10/2024	Shop Parts	050-511-522-60-34-01	139.24
	14Y7-PV6T-N4PT	Shop Parts	Invoice	06/27/2024	Shop Parts	050-511-522-60-34-01	50.59
	17QT-RTX7-V3RX	Shop Parts	Invoice	06/28/2024	Shop Parts	050-511-522-60-34-01	109.39
	19V7-9CLX-7M39	Shop Parts	Invoice	07/05/2024	Shop Parts	050-511-522-60-34-01	80.87
	19WX-J439-YQDL	6pk 7 Quart Clear Storage Bags - EMS I	Invoice	07/15/2024	6pk 7 Quart Clear Storage Bags - EMS I	001-509-522-30-31-01	26.96
	1F7V-CYT9-196R	Ice Maker - ST73	Invoice	07/10/2024	Ice Maker - ST73	001-507-522-50-35-00	97.27
	1G6H-HR9Q-QJ3C	Flag Pole Rope Kit Double Braided Nylc	Invoice	07/09/2024	Flag Pole Rope Kit Double Braided Nylc	001-507-522-50-48-00	21.57
	1HD7-N7HX-P7PQ	12' Washing Brush (x5) - ST71	Invoice	07/08/2024	12' Washing Brush (x5) - ST71	001-507-522-50-31-00	107.85
	1J66-HPL7-34VK	Five Star Notebook (x5) (PFF Eval) - Tra	Invoice	07/16/2024	Five Star Notebook (x5) (PFF Eval) - Tra	001-506-522-45-31-03	54.80
	1JQQ-MHD3-9L41	Concrete Anchor (x4), Shelf Brackets 1.	Invoice	07/11/2024	Concrete Anchor (x4), Shelf Brackets 1.	001-507-522-50-48-00	125.35
	1MHF-Q9VL-FL9Q	1gl Paint/Primer (Black/Grey) (x2),Sem	Invoice	07/06/2024	1gl Paint/Primer (Black/Grey) (x2),Sem	001-507-522-50-31-00	85.68
	1NV3-J43W-3JY7	Comfilif Non-SlipMat (x3) - Logistics Su	Invoice	07/08/2024	Comfilif Non-SlipMat (x3) - Logistics Su	001-507-522-50-35-00	142.60
	1RVJ-TK73-XWXY	Flag Pole Rope Kit (2nd Kit 2 needed) -	Invoice	07/10/2024	Flag Pole Rope Kit (2nd Kit 2 needed) -	001-507-522-50-48-00	21.57
	1V1N-Q1KY-PPDJ	Shop Parts	Invoice	06/28/2024	Shop Parts	050-511-522-60-34-01	124.59
	1VTR-6NWT-RJVN	2'x10' Aluminum Desk Name Plate Hol	Invoice	07/09/2024	2'x10' Aluminum Desk Name Plate Hol	001-502-522-10-35-00	18.58
	1VTY-CDJ6-MGPT	Refrigerator Magnets 20pk (Water Can	Invoice	07/03/2024	Refrigerator Magnets 20pk (Water Can	001-515-522-30-31-01	9.84
	1XHW-1YFX-QFQM	IPhone Charger 3pk (M81 Replacemen	Invoice	07/08/2024	IPhone Charger 3pk (M81 Replacemen	001-513-522-10-35-00	8.62
	1XHW-1YFX-R9MW	7 Ring Check Book Binders (x2) - Admii	Invoice	07/09/2024	7 Ring Check Book Binders (x2) - Admii	001-502-522-10-31-00	34.40
2263	ARG INDUSTRIAL	24-01791					99.65
	BH020264	Shop Parts	Invoice	06/05/2024	Shop Parts	050-511-522-60-34-01	74.92
	N066083	Shop Parts	Invoice	06/26/2024	Shop Parts	050-511-522-60-34-01	24.73
2383	AT&T MOBILITY - CC	24-01792					444.73
	UCF062024	CradlePoint Data Modems (Acct.5005€	Invoice	07/04/2024	CradlePoint Data Modems	001-513-522-10-42-00	444.73
0058	BICKFORD MOTORS INC.	24-01793					1,804.94
	1275337	Shop Parts	Invoice	07/08/2024	Shop Parts	050-511-522-60-34-01	349.34
	1275855	Shop Parts	Invoice	07/08/2024	Shop Parts	050-511-522-60-34-01	138.00
	1275873	Shop Parts	Invoice	07/08/2024	Shop Parts	050-511-522-60-34-01	135.79
	1275877	Shop Parts	Invoice	07/09/2024	Shop Parts	050-511-522-60-34-01	201.34
	1276179	Shop Parts	Invoice	07/09/2024	Shop Parts	050-511-522-60-34-01	192.82
	1276289	Shop Parts	Invoice	07/10/2024	Shop Parts	050-511-522-60-34-01	207.18
	1276309	Shop Parts	Invoice	07/10/2024	Shop Parts	050-511-522-60-34-01	43.76
	1276443	Shop Parts	Invoice	07/18/2024	Shop Parts	050-511-522-60-34-01	74.93
	1276516	Shop Parts	Invoice	07/12/2024	Shop Parts	050-511-522-60-34-01	322.04
	1276582	Shop Parts	Invoice	07/12/2024	Shop Parts	050-511-522-60-34-01	63.67
	1276636	Shop Parts	Invoice	07/12/2024	Shop Parts	050-511-522-60-34-01	76.07
0065	BOUND TREE MEDICAL, LLC	24-01794					3,081.71
	85403013	Medications/Medical Supplies/Medica	Invoice	07/03/2024	Medical Small Tools/Minor Equipment	001-509-522-20-35-00	168.86
					Medications & Medical Supplies	001-509-522-30-31-01	2,475.05
	85404665	Medications	Invoice	07/05/2024	Medications	001-509-522-30-31-01	437.80

## Docket of Claims Register

## APPKT01636 - 07.25.2024 Board Meeting ER

Vendor #	Vendor Name Payable Number	Docket/Claim # Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
0070	BRAKE & CLUTCH SUPPLY INC 130732	24-01795 Shop Parts	Invoice	07/15/2024	Shop Parts	050-511-522-60-34-01	183.86 183.86
0073	BRAUN NORTHWEST INC 38898 38945 38946 38947	24-01796 Shop Parts Shop Parts Shop Parts Shop Parts	Invoice Invoice Invoice Invoice	06/12/2024 06/24/2024 06/24/2024 06/24/2024	Shop Parts Shop Parts Shop Parts Shop Parts	050-511-522-60-34-01 050-511-522-60-34-01 050-511-522-60-34-01 050-511-522-60-34-01	658.05 329.38 51.58 182.87 94.22
1913	CANON FINANCIAL SERVICES INC 33793985 33843918	24-01797 Copier Machine Lease - ST82, Admin Copier Machine Lease - Admin Bldg (C	Invoice Invoice	07/13/2024 07/13/2024	Copier Machine Lease - ST82, Admin Copier Machine Lease - Admin Bldg (C	001-512-591-22-70-00 001-512-591-22-70-00	739.99 443.39 296.60
0096	CENTRAL WELDING SUPPLY 0002108655 0002109772 0002111914 0002115859 0002115866	24-01798 Oxygen Cylinder Rental (Inventory) Oxygen Cylinder Rental (Inventory) Oxygen Cylinder Exchange/Re-Fill (x6) Oxygen Cylinder Exchange/Re-Fill (x6) Oxygen Cylinder Exchange/Re-Fill (x4)	Invoice Invoice Invoice Invoice Invoice	06/30/2024 06/30/2024 07/02/2024 07/10/2024 07/10/2024	Oxygen Cylinder Rental (Inventory) Oxygen Cylinder Rental (Inventory) Oxygen Cylinder Exchange/Re-Fill (x6) Oxygen Cylinder Exchange/Re-Fill (x6) Oxygen Cylinder Exchange/Re-Fill (x4)	001-509-522-20-45-00 001-509-522-20-45-00 001-509-522-20-45-00 001-509-522-20-45-00 001-509-522-20-45-00	1,005.37 257.62 70.47 231.84 231.63 213.81
0110	CITY OF MONROE ST32-JUN24	24-01799 Water & Stormwater - ST 32	Invoice	07/02/2024	Water & Stormwater - ST 32	001-507-522-50-47-02	160.90 160.90
0110	CITY OF MONROE ST31-JUN24	24-01800 Water, Stormwater & Sewer - ST 31	Invoice	07/02/2024	Water, Stormwater & Sewer - ST 31	001-507-522-50-47-02	994.63 994.63
0110	CITY OF MONROE ADMIN-JUN24	24-01801 Water, Stormwater & Sewer - Admin B	Invoice	07/02/2024	Water, Stormwater & Sewer - Admin B	001-507-522-50-47-02 300-507-522-50-47-00	675.42 344.46 330.96
0110	CITY OF MONROE ST31IRR-JUN24	24-01802 Water (Irrigation Meter) - ST 31	Invoice	07/02/2024	Water (Irrigation Meter) - ST 31	001-507-522-50-47-02	37.28 37.28
0118	COACH GLASS INV504406	24-01803 Shop Parts	Invoice	07/02/2024	Shop Parts	050-511-522-60-34-01	894.98 894.98
0126	COMCAST ADMIN-JULAUG24	24-01804 Internet/Phone/TV Services - Admin B	Invoice	07/07/2024	Internet/Phone/TV Srvcs - Admin Bldg	001-513-522-50-42-01	738.19 738.19
2424	COMPENSATION CONNECTIONS 3369	24-01805 2024 Compensation Study Consultatio	Invoice	07/05/2024	2024 Compensation Study Consultatio	001-502-522-10-41-01	6,000.00 6,000.00
0136	COURIERWEST 7813	24-01806 Mail Courier Monthly Service (June 20	Invoice	06/01/2024	Mail Courier Monthly Service (June 20	001-502-522-10-41-01	2,190.80 2,190.80
0139	CROSS VALLEY WATER DISTRICT 3163323	24-01807 Water - ST 33	Invoice	06/30/2024	Water - ST 33	001-507-522-50-47-02	917.67 917.67
0139	CROSS VALLEY WATER DISTRICT 3163322	24-01808 Water - ST 74/Logistics Bldg	Invoice	06/30/2024	Water - ST 74/Logistics Bldg	001-507-522-50-47-02	333.48 333.48

## Docket of Claims Register

## APPKT01636 - 07.25.2024 Board Meeting ER

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
0139	CROSS VALLEY WATER DISTRICT	24-01809					724.13
	3163321	Water - ST 71	Invoice	07/10/2024	Water - ST 71	001-507-522-50-47-02	724.13
0149	DAY & NITE PLUMBING	24-01810					21,500.01
	71497799	Replaced Existing 82gl Comm. Water H	Invoice	06/20/2024	Replaced Existing 82gl Comm. Water H	300-507-594-50-62-71	21,500.01
1600	DIRECTV, LLC	24-01811					120.98
	050747001X240702	Cable/TV Services - ST 33	Invoice	07/02/2024	Cable/TV Services - ST 33	001-513-522-50-42-01	120.98
2426	DMITRIY SURKANOV	24-01812					2,313.02
	INV11779	Tuition Reimbursement (Spring Qtr/W	Invoice	07/08/2024	Tuition Reimbursement (Spring Qtr/W	001-506-522-45-49-10	2,313.02
1875	ELECTRONIC BUSINESS MACHINE	24-01813					276.94
	AR276379	Copier Machine Usage - ST82	Invoice	04/30/2024	Copier Machine Usage - ST82	001-502-522-10-31-00	15.04
	AR276847	Copier Machine Usage - ST31	Invoice	04/30/2024	Copier Machine Usage - ST31 (2XK081	001-502-522-10-31-00	0.53
	AR280685	Copier Machine Usage - ST82	Invoice	06/24/2024	Copier Machine Usage - ST82	001-502-522-10-31-00	7.28
	AR280703	Copier Machine Usage - ST81	Invoice	06/24/2024	Copier Machine Usage - ST81	001-502-522-10-31-00	12.58
	AR280709	Copier Machine Usage - ST71	Invoice	06/24/2024	Copier Machine Usage - ST71	001-502-522-10-31-00	241.51
1976	EVERETT STEEL, INC.	24-01814					20.02
	422458	Shop Parts	Invoice	07/03/2024	Shop Parts	050-511-522-60-34-01	20.02
1642	EVERGREEN POWER SYSTEMS, IN	24-01815					1,300.67
	36781	Electrical Service Call (Treadmill Outlet	Invoice	07/10/2024	Electrical Service Call (Treadmill Outlet	001-507-522-50-48-00	1,300.67
2419	EXCELL COMMERCIAL TIRE SERV	24-01816					908.02
	EX 29405	Shop Parts	Invoice	06/26/2024	Shop Parts	050-511-522-60-34-01	454.01
	EX 29539	Shop Parts	Invoice	07/06/2024	Shop Parts	050-511-522-60-34-01	454.01
2296	FASTFIELDFORMS	24-01817					1,026.61
	14759	Mobile Forms Software Monthly Subsc	Invoice	07/07/2024	Mobile Forms Software Monthly Subsc	001-516-522-30-49-04	1,026.61
0202	FERNO-WASHINGTON INC.	24-01818					2,206.36
	941027	Mule II Litter Wheel	Invoice	07/17/2024	Mule II Litter Wheel	001-504-522-20-35-00	2,206.36
0222	FREIGHTLINER NORTHWEST	24-01819					236.30
	PC304023601;01	Shop Parts	Invoice	07/01/2024	Shop Parts	050-511-522-60-34-01	236.30

## Docket of Claims Register

APPKT01636 - 07.25.2024 Board Meeting ER

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
0226	GALLS, LLC	24-01820					5,626.68
	028381473	Class A Bell Crown Cap	Invoice	07/01/2024	Class A Bell Crown Cap	001-504-522-20-31-07	108.31
	028392047	Blank Embroiderable Patch (White) (x3	Invoice	07/02/2024	Blank Embroiderable Patch (White) (x3	001-504-522-20-31-07	24.85
	028392109	Silver Band (Hat/Cap)	Invoice	07/02/2024	Silver Band (Hat/Cap)	001-504-522-20-31-07	62.80
	028392139	S/S Womans Polo	Invoice	07/02/2024	S/S Womans Polo	001-504-522-20-31-07	68.32
	028392170	Name Plate	Invoice	07/02/2024	Name Plate	001-504-522-20-31-07	29.74
	028402395	Class A Alterations	Invoice	07/03/2024	Class A Alteration	001-504-522-20-31-07	84.46
	028402410	Quarter Boots	Invoice	07/03/2024	Quarter Boots	001-504-522-20-31-07	200.00
	028402418	Custom Fit/Tailored Jacket & Trouser (I	Invoice	07/03/2024	Custom Fit/Tailored Jacket & Trouser (I	001-504-522-20-31-07	1,004.29
	028402458	Softshell Fleece Jacket	Invoice	07/03/2024	Softshell Fleece Jacket	001-504-522-20-31-07	203.55
	028414090	Industrial Pants (x2)	Invoice	07/05/2024	Industrial Pants (x2)	001-504-522-20-31-07	286.91
	028414091	Firefighter Pants (x2)	Invoice	07/05/2024	Firefighter Pants (x2)	001-504-522-20-31-07	357.67
	028414092	Industrial Pants (x2)	Invoice	07/05/2024	Industrial Pants (x2)	001-504-522-20-31-07	286.91
	028424200	Leather Belt	Invoice	07/08/2024	Leather Belt	001-504-522-20-31-07	30.61
	028424201	Leather Belt	Invoice	07/08/2024	Leather Belt	001-504-522-20-31-07	26.04
	028424202	Industrial Pants (x2)	Invoice	07/08/2024	Industrial Pants (x2)	001-504-522-20-31-07	282.25
	028424203	Industrial Pants (x2)	Invoice	07/08/2024	Industrial Pants (x2)	001-504-522-20-31-07	290.06
	028424204	Duty Boots	Invoice	07/08/2024	Duty Boots	001-504-522-20-31-07	158.08
	028424216	Leather Belt	Invoice	07/08/2024	Leather Belt	001-504-522-20-31-07	26.04
	028424281	Industrial Pants (x2)	Invoice	07/08/2024	Industrial Pants (x2)	001-504-522-20-31-07	282.25
	028436888	Softshell Fleece Jacket	Invoice	07/09/2024	Softshell Fleece Jacket	001-504-522-20-31-07	241.48
	028436890	1/4 Zip Turtleneck Sweatshirt	Invoice	07/09/2024	1/4 Zip Turtleneck Sweatshirt	001-504-522-20-31-07	133.29
	028447272	Duty Boots	Invoice	07/09/2024	Duty Boots	001-504-522-20-31-07	360.66
	028449151	Softshell Fleece Jacket	Invoice	07/10/2024	Softshell Fleece Jacket	001-504-522-20-31-07	205.79
	028453863	Quarter Boots	Invoice	07/10/2024	Quarter Boots	001-504-522-20-31-07	134.84
	028459739	Quarter Boots	Invoice	07/10/2024	Quarter Boots	001-504-522-20-31-07	221.33
	028471667	Name Plate	Invoice	07/01/2024	Name Plate	001-504-522-20-31-07	26.58
	028471701	Quarter Boots	Invoice	07/11/2024	Quarter Boots	001-504-522-20-31-07	221.33
	028473413	1/4 Zip Turtleneck Sweatshirt	Invoice	07/12/2024	1/4 Zip Turtleneck Sweatshirt	001-504-522-20-31-07	133.40
	028473567	Quarter Boots	Invoice	07/12/2024	Quarter Boots	001-504-522-20-31-07	134.84
1571	GENERAL FIRE APPARATUS	24-01821					353.02
	17332	Shop Parts	Credit Memo	10/11/2023	Shop Parts	050-511-522-60-34-01	-981.35
	18817	Shop Parts	Invoice	06/20/2024	Shop Parts	050-511-522-60-34-01	119.33
	18860	Shop Parts	Invoice	06/27/2024	Shop Parts	050-511-522-60-34-01	171.65
	18886	Shop Parts	Invoice	07/01/2024	Shop Parts	050-511-522-60-34-01	522.79
	18928	Shop Parts	Invoice	07/09/2024	Shop Parts	050-511-522-60-34-01	520.60
0238	GRAINGER	24-01822					171.39
	9174197203	Station Operating Supplies	Invoice	07/08/2024	Station Operating Supplies	001-507-522-50-31-00	92.81
	9174197211	Station Operating Supplies	Invoice	07/08/2024	Station Operating Supplies	001-507-522-50-31-00	78.58
2110	HARMSSEN, LLC	24-01823					5,241.25
	24-0985	Underground Utility Locating - ST 72	Invoice	07/16/2024	Underground Utility Locating - ST 72	300-507-594-50-62-72	5,241.25

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	Payable Number	Payable Description					Distribution Amount
1651	HARRIS FORD INC	24-01824					141.56
	46961	Shop Parts	Invoice	06/27/2024	Shop Parts	050-511-522-60-34-01	141.56
0258	HILL STREET CLEANERS	24-01825					16.96
	16588	Uniform Repairs, Alteratns & Name/Pa	Invoice	07/01/2024	Uniform Repairs, Alteratns & Name/Pa	001-504-522-20-31-07	16.96
0260	HUGHES FIRE EQUIPMENT, INC	24-01826					596.34
	608634	Shop Parts	Invoice	06/27/2024	Shop Parts	050-511-522-60-34-01	2,152.03
	C14978	Shop Parts	Credit Memo	07/09/2024	Shop Parts	050-511-522-60-34-01	-1,555.69
1878	IMS ALLIANCE	24-01827					30.27
	24-1890	Passport Locker Tag (x4)	Invoice	07/12/2024	Passport Locker Tag (x4)	001-504-522-20-31-01	30.27
0276	IRON MOUNTAIN INC	24-01828					808.07
	202880646	OffSite Server Data Storage Services (N	Invoice	06/30/2024	OffSite Server Data Storage Services (N	001-513-522-10-41-04	808.07
0277	ISOUTSOURCE	24-01829					12,762.82
	CW297376	IT Services	Invoice	06/30/2024	IT Services	001-513-522-10-41-04	2,476.35
	CW297493	Monthly Software Fees/Monitoring Se	Invoice	06/30/2024	Monthly Software Fees/Monitoring Se	001-513-522-10-41-04	10,286.47
0312	KENNY'S TRUCK PARTS & REPAIR	24-01830					94.26
	73982	Shop Parts	Invoice	07/16/2024	Shop Parts	050-511-522-60-34-01	94.26
0313	KENT D. BRUCE CO., LLC	24-01831					460.91
	16134	Shop Parts	Invoice	06/27/2024	Shop Parts	050-511-522-60-34-01	460.91
2423	KERRY PRAY	24-01832					235.00
	INV11772	Boot Reimbursement (Shop)	Invoice	07/02/2024	Boot Reimbursement 2024	050-511-522-60-31-01	235.00
0349	L.N. CURTIS & SONS	24-01833					245.38
	INV841623	Regulator/Gauge) Air Bag Repair - E 31	Invoice	07/05/2024	Regulator/Gauge) Air Bag Repair - E 31	001-504-522-20-48-02	245.38
1954	LAKE STEVENS ATHLETIC CLUB	24-01834					109.00
	68878	Monthly Gym Membership (July 2024)	Invoice	07/15/2024	Monthly Gym Membership (July 2024)	001-510-522-20-49-00	109.00
1879	LAKE STEVENS SEWER DISTRICT	24-01835					99.00
	ST81-JUL2024	Sewer - ST 81 (Account 6681.01)	Invoice	07/01/2024	Sewer - ST 81	001-507-522-50-47-02	99.00
1879	LAKE STEVENS SEWER DISTRICT	24-01836					198.00
	ST82-JUL2024	Sewer - ST 82 (Account 3655.01)	Invoice	07/01/2024	Sewer - ST 82	001-507-522-50-47-02	198.00
0339	LES SCHWAB WAREHOUSE CENT	24-01837					190.85
	40200729581	Tire & Rim (Install) - Boat 81	Invoice	07/22/2024	Tire & Rim (Install) - Boat 81	001-513-522-20-48-01	190.85
2038	LEXIPOL LLC	24-01838					23,620.42
	INVLEX11238915	Policy, Supplemntl & Procedure Manu:	Invoice	08/01/2024	Policy, Supplemntl & Procedure Manu:	001-516-522-30-49-04	23,620.42
0343	LIFE-ASSIST INC	24-01839					198.84
	1453571	Medical Supplies	Invoice	07/10/2024	Medical Supplies	001-509-522-30-31-01	198.84
0350	LOCUTION SYSTEMS INC.	24-01840					2,334.60
	124370	PrimeAlert System (Locution) Upgrd/R	Invoice	07/10/2024	PrimeAlert System (Locution) Upgrd/R	303-507-594-50-64-00	2,334.60

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	Payable Number	Payable Description					Distribution Amount
2348	MATTHEW J. BEECROFT	24-01841					4,000.00
	AUG2024	EMS Servcs Contract: Medcial Supervis	Invoice	08/01/2024	EMS Servcs Contract: Medcial Supervis	001-509-522-20-41-02	4,000.00
1613	MELISSA JENKINS	24-01842					228.19
	INV11774	Airfare Reimbursement (2024 NEOGOV)	Invoice	07/17/2024	Airfare Reimbursement (2024 NEOGOV)	001-503-522-10-43-00	228.19
0379	MOBILE HEALTH RESOURCES	24-01843					1,080.30
	24489	Monthly EMS Patient Experience Surve	Invoice	06/30/2024	Monthly EMS Patient Experience Surve	001-509-522-20-49-02	1,080.30
0381	MONROE UPHOLSTERY	24-01844					328.20
	8215	Shop Parts	Invoice	07/01/2024	Shop Parts	050-511-522-60-34-01	328.20
2068	MONROE VISION CLINIC, INC.	24-01845					275.00
	853722	Facepiece Respirator Prescrip. Lenses -	Invoice	07/17/2024	Facepiece Respirator Prescrip. Lenses -	001-505-522-30-35-00	275.00
2358	NORTHWEST PROPANE LLC	24-01846					442.51
	U0231179	OnSite Mobile Propane Delivery (187g)	Invoice	07/09/2024	OnSite Mobile Propane Delivery (187g)	001-507-522-50-47-03	442.51
0424	NORTHWEST SAFETY CLEAN	24-01847					2,288.72
	24-46016	Bunker Gear Cleaning, Repairs & Alter	Invoice	07/12/2024	Bunker Gear Cleaning, Repairs & Alter	001-504-522-20-48-11	2,288.72
0426	NORWEST BUSINESS SERVICES, I	24-01848					5,218.80
	24071202	Website "SSL IP Addresss" Service	Invoice	07/12/2024	Website "SSL IP Addresss" Service	001-513-522-10-41-04	359.40
	24071205	Website Monthly Maintenance Fee (Ja	Invoice	07/12/2024	Website Monthly Maintenance Fee (Ja	001-513-522-10-41-04	4,859.40
2333	OAC SERVICES, INC.	24-01849					44,208.97
	149024	Professional Srvc Constrcn Mg/CM Lab	Invoice	07/01/2024	Professional Srvc Constrcn Mg/CM Lab	300-507-594-50-62-31	3,108.70
					Professional Srvc Constrcn Mg/CM Lab	300-507-594-50-62-83	4,416.90
	149048	Profesional Servics PRC/APP/EVAL - ST	Invoice	07/12/2024	Profesional Servics PRC/APP/EVAL - ST	300-507-594-50-62-32	33,063.17
					Profesional Servics PRC/APP/EVAL - ST	300-507-594-50-62-81	3,620.20
2252	ODP BUSINESS SOLUTIONS, LLC	24-01850					255.43
	371620774001	Legal Pads 50 sheets 8pk - ST31	Invoice	06/28/2024	Legal Pads 50 sheets 8pk - ST31	001-502-522-10-31-00	14.31
	371620776001	College Ruled Notebook 6pk - ST31	Invoice	06/28/2024	College Ruled Notebook 6pk - ST31	001-502-522-10-31-00	3.07
	371620777001	Badge Holders Clear 50pk - ST31	Invoice	06/28/2024	Badge Holders Clear 50pk - ST31	001-502-522-10-31-00	25.55
	37169813001	Markers 2dz, Velcro 32pk, Velcro Strips	Invoice	06/27/2024	Markers 2dz, Velcro 32pk, Velcro Strips	001-502-522-10-31-00	31.47
	374329860001	Swifter Duster Refills 10ct - Admin Fro	Invoice	06/26/2024	Swifter Duster Refills 10ct - Admin Fro	001-507-522-50-31-00	10.15
	374329989001	Classification Folders 3 Divider 10ct (x2	Invoice	06/27/2024	Classification Folders 3 Divider 10ct (x2	001-502-522-10-31-00	170.88
0185	OPERATIVE IQ	24-01851					3,470.06
	61948	Operative IQ License/Maintenance Fee	Invoice	07/01/2024	Fleet Mgmnt Licenses/Sandbox Maint	001-513-522-10-49-04	880.47
					Operative IQ Inventory/Asset Mngmnt	001-509-522-20-49-02	2,481.69
					RFID Data Service License Fee	001-513-522-10-49-04	107.90
0451	PACIFIC POWER BATTERIES	24-01852					33.38
	17149243	Shop Parts	Invoice	07/10/2024	Shop Parts	050-511-522-60-34-01	16.69
	17149274	Shop Parts	Invoice	07/11/2024	Shop Parts	050-511-522-60-34-01	16.69
2367	PACIFICA LAW GROUP LLP	24-01853					3,467.50
	91468	Progressive Design Build Proj. (Contrac	Invoice	07/08/2024	Progressive Design Build Proj. (Contrac	001-512-522-10-41-03	3,467.50

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0466	PETROCARD, INC. C506358	24-01854 OnSite Mobile Fueling Service - ST 71,	Invoice	07/10/2024	OnSite Mobile Fueling Service - ST 71,	001-504-522-20-32-00 001-509-522-20-32-00	1,698.89 849.44 849.45
0483	PUGET SOUND ENERGY ST81-JUNJUL24	24-01855 Natural Gas - ST 81	Invoice	07/08/2024	Natural Gas - ST 81	001-507-522-50-47-03	83.29 83.29
0483	PUGET SOUND ENERGY ST82-JUNJUL24	24-01856 Natural Gas - ST 82	Invoice	07/08/2024	Natural Gas - ST 82	001-507-522-50-47-03	155.96 155.96
0483	PUGET SOUND ENERGY ADMIN-JUNJUL24	24-01857 Natural Gas - Admin Bldg	Invoice	07/09/2024	Natural Gas - Admin Bldg	001-507-522-50-47-03 300-507-522-50-47-00	314.85 160.57 154.28
0484	PURCELL TIRE & SERVICE CENTE 24268642	24-01858 Shop Parts	Invoice	06/28/2024	Shop Parts	050-511-522-60-34-01	491.99 491.99
1533	REHN & ASSOCIATES INV-00203415	24-01859 COBRA Rights Notice Letter (x3)	Invoice	06/30/2024	COBRA Rights Notice Letter (x3)	001-502-522-10-41-01	84.00 84.00
0499	RICE FERGUS MILLER, INC. 2020053.00-037 2022073.00-017	24-01860 Cap. Facilites Planning (Bid/Constructi Cap. Facilities Planning - Shop Additior	Invoice Invoice	07/09/2024 07/09/2024	Cap. Facilites Planning (Bid/Constructi Cap. Facilities Planning - Shop Additior	300-507-594-50-62-83 300-507-594-50-62-00	11,224.60 10,059.60 1,165.00
0501	RICOH USA, INC. 108428876	24-01861 Copier Machine Lease - ST 74/Logistics	Invoice	07/05/2024	Copier Machine Lease - ST 74/Logistics	001-512-591-22-70-00	50.91 50.91
1738	RYAN STUPEY INV11770	24-01862 SL Buy Back Reimb. (3/15-28/2024) L&	Invoice	07/09/2024	SL Buy Back Reimb. (3/15-28/2024) L&	001-504-522-20-20-09	698.73 698.73
1776	SEATTLE CITY LIGHT PMAPT-MAYJUL24	24-01863 Electricity - Paramedic Students Apartr	Invoice	07/05/2024	Electricity - Paramedic Students Apartr	001-506-522-45-49-37	46.91 46.91
0544	SILVER LAKE WATER & SEWER DI ST71-JUN2024	24-01864 Water & Sewer - ST 77	Invoice	07/01/2024	Water & Sewer - ST 77	001-507-522-50-47-02	284.10 284.10
0544	SILVER LAKE WATER & SEWER DI ST77FM-JUN24	24-01865 Water (Fire Meter) - ST 77	Invoice	07/01/2024	Water (Fire Meter) - ST 77	001-507-522-50-47-02	370.60 370.60
0546	SISKUN POWER EQUIPMENT 474469	24-01866 Spark Plugs (x18) - ST83	Invoice	07/17/2024	Spark Plugs (x18) - ST83	001-513-522-20-48-01	161.35 161.35
1547	SNOHOMISH COUNTY 911 7237	24-01867 Monthly Dispatch Services (Assessmen	Invoice	06/01/2024	Monthly Dispatch Services (Assessmen	001-504-528-00-41-00 001-509-528-00-41-00	88,957.35 17,791.47 71,165.88
0565	SNOHOMISH COUNTY PUD 132642955	24-01868 Electricity - ST 83	Invoice	07/01/2024	Electricity - ST 83	001-507-522-50-47-01	88.83 88.83
0567	SNURE LAW OFFICE, PSC JUNE2024	24-01869 Monthly Attorney Services (June2024)	Invoice	07/01/2024	Monthly Attorney Services (June2024)	001-512-522-10-41-03	4,832.00 4,832.00
0572	SPEEDWAY CHEVROLET 143084	24-01870 Shop Parts	Invoice	07/17/2024	Shop Parts	050-511-522-60-34-01	92.65 92.65

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2057	SPRAGUE PEST SOLUTIONS	24-01871					437.34
	5494097	Monthly Pest Control Services - ST 73	Invoice	07/04/2024	Monthly Pest Control Services - ST 73	001-507-522-50-41-00	110.01
	5494098	Monthly Pest Control Services - ST 82	Invoice	07/11/2024	Monthly Pest Control Services - ST 82	001-507-522-50-41-00	109.11
	5494099	Monthly Pest Control Services - ST 83	Invoice	07/11/2024	Monthly Pest Control Services - ST 83	001-507-522-50-41-00	109.11
	5494100	Monthly Pest Control Services - ST 81	Invoice	07/11/2024	Monthly Pest Control Services - ST 81	001-507-522-50-41-00	109.11
2415	SUPERIOR SEPTIC SERVICE, LLC	24-01872					3,001.82
	19267420	Septic Tank Maint. (Pumped Septic) - S	Invoice	07/05/2024	Septic Tank Maint. (Pumped Septic) - S	001-507-522-50-48-00	975.86
	19323180	Septic Tank Maint. (Pumped Septic/Ta	Invoice	07/11/2024	Septic Tank Maint. (Pumped Septic/Ta	001-507-522-50-48-00	1,168.73
	19395421	Septic Tank Maint. (Pumped Septic) - S	Invoice	07/16/2024	Septic Tank Maint. (Pumped Septic) - S	001-507-522-50-48-00	857.23
0587	SYSTEMS DESIGN WEST, LLC	24-01873					12,512.49
	20241131	EMS Transport Billing Monthly Service:	Invoice	07/10/2024	EMS Transport Billing Monthly Service:	001-509-522-20-41-05	12,512.49
2204	TROY ELMORE	24-01874					188.94
	INV11771	Mileage Reimbursement (2024 Chelan	Invoice	07/02/2024	Mileage Reimbursement (2024 Chelan	001-501-522-10-43-01	188.94
0610	TRUE NORTH EMERGENCY EQUIP	24-01875					1,137.01
	A18106	Shop Parts	Invoice	06/26/2024	Shop Parts	050-511-522-60-34-01	258.25
	A18122	Shop Parts	Invoice	06/27/2024	Shop Parts	050-511-522-60-34-01	821.16
	A18193	Shop Parts	Invoice	07/02/2024	Shop Parts	050-511-522-60-34-01	57.60
0622	UNITED PARCEL SERVICE	24-01876					25.55
	000042W7X8274	Freight Charges (Shop)	Invoice	07/06/2024	Freight Charges (Shop)	050-511-522-60-34-01	25.55



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Vendor #	Payable Number	Payable Description					Distribution Amount
0624	US BANK	24-01877					36,363.79
	USBANK-JUNE24	District Credit Card Charges - June 202	Invoice	06/25/2024	2024 Ignite (NeoGov) Regist. - Holteer	001-503-522-10-43-00	2,250.00
					2024 Ignite NeoGov User Conf Reg. - N	001-503-522-45-49-02	2,250.00
					Bar and Chain Oil	001-507-522-50-31-00	73.85
					Book (Fnd of Anatomy&Physiology)	001-506-522-45-34-00	145.53
					Bottled Water	001-507-522-50-31-00	8.61
					Breakfast - Chief's Run	001-506-522-45-31-03	268.14
					Breakfast - Chief's Run	001-506-522-45-31-03	24.88
					Bungie Cords - Training	001-506-522-45-31-03	22.91
					CalendarWiz Prof. Software Mnthly Sul	001-513-522-10-49-04	29.00
					Chevron - Gas	001-504-522-20-32-00	68.02
					Classic Sun & Shade/Starter for Lawn	001-507-522-50-48-00	160.80
					Coffee - DC Interviews	001-503-522-10-49-06	14.95
					Coffee - Rescue Swimmer Refresher	001-514-522-20-31-09	43.76
					Coffee - Starbucks (Women in Fire)	001-504-522-20-49-04	71.30
					Coffee (Women in Fire)	001-504-522-20-49-04	66.30
					Composition Books x9 (Women in Fire)	001-504-522-20-49-04	46.47
					Crucial 32GB Kit x2	001-513-522-10-35-00	175.02
					Diesel Exhaust Fluid (DEF) - Stock	001-504-522-20-32-00	60.38
					ECG Rhythm Generator Replacmnt Cat	001-509-522-30-31-01	134.24
					EMS Registration (CE Solutions) - Spen	001-509-522-45-49-02	414.92
					Ethernet Cable - B81 Office	001-507-522-50-35-00	16.38
					Exercise Bike for Station 77	001-510-522-20-35-01	965.66
					Exercise Equip - ST 31	001-510-522-20-35-01	309.24
					Eye Wash Repair Parts - ST 73	001-507-522-50-48-00	27.43
					F2T Certificate Renewal - Tickle	001-510-522-20-49-00	99.00
					Fire Hooks Water Can	001-504-522-20-35-00	473.67
					Fire Simulatr Software 1 yr Subscr (Sim	001-506-522-45-49-00	895.00
					Fold up Flyer (4Imprint) Water Rescue	001-515-522-30-31-01	300.50
					Food - Candidate Open House	001-503-522-10-49-06	247.00
					Gatorade (Costco) Variety Pk x20	001-507-522-50-31-00	426.88
					Glacier West Storage Unit	001-507-522-50-45-00	146.00
					Greenhaus Portable Rental	001-514-522-20-35-04	285.00
					Greenhaus Rental	001-514-522-20-35-04	285.00
					Hanger Strap - ST 71	001-507-522-50-31-00	9.47
					Hardware for Boat Dock	001-507-522-50-35-00	7.30
					Henry's Donuts - DC Interviews	001-503-522-10-49-06	19.65
					Henry's Donuts - Recruit Open House	001-504-522-20-31-01	64.96
					Hotel - HR WAPELRA Conference- Holt	001-503-522-10-43-00	151.39
					Hotel - HR WAPELRA Conference- Holt	001-503-522-10-43-00	151.39
					Hotel - HR WAPELRA Conference- Holt	001-503-522-10-43-00	151.39
					Hotel - HR WAPELRA Conference- Holt	001-503-522-10-43-00	162.53
					Hotel (Cambells) - WFCA Seminar - Lur	001-506-522-45-43-00	715.20

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Vendor #	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Distribution Amount
	USBANK-JUNE24	District Credit Card Charges - June 202	Invoice	06/25/2024	Hotel (Cambells) - WFCA Seminar - Sch	001-506-522-45-43-00	631.65
					Hotel (Campbells) WFCA Conf- Edward	001-506-522-45-43-00	815.46
					Hotel (Campbells) WFCA Conf- Schaub	001-506-522-45-43-00	715.20
					Hotel (WFCA Conference) - Fay	001-506-522-45-43-00	815.46
					Hotel (WFCA Conference) - Gagnon	001-506-522-45-43-00	815.46
					Hotel -Campbell's - (WFCA Conference	001-506-522-45-43-00	476.80
					Hotel -Campbell's - (WFCA Conference	001-506-522-45-43-00	494.62
					Hotel -Campbell's - (WFCA Conference	001-506-522-45-43-00	476.80
					ICC 1 yr Renewal x6	001-505-522-30-49-02	-2,603.72
					ICC 1 yr Renewal x6	001-505-522-30-49-02	3,124.46
					Ice - Safeway (Women in Fire)	001-504-522-20-49-04	11.96
					Keys - DCYF	001-507-522-50-48-00	24.07
					Kitchen Supplies - ST 81	001-507-522-50-35-00	61.28
					Ladder Belt and Axe Scabbard	001-504-522-20-35-00	157.90
					Lake Stevens Chamber Luncheon x2	001-502-522-10-49-06	40.00
					Lake Stevens Chamber Luncheon x7	001-502-522-10-49-06	140.00
					Lake Stevens Farmers Market - Comm	001-515-522-30-49-06	40.00
					LS Best Storage Monethly Unit x2	001-507-522-50-45-00	150.00
					Lug All Cable Hoist - L71	001-504-522-20-35-00	371.25
					Lunch - (Jimmy John's) - PM Test	001-509-522-20-49-04	92.40
					Lunch - Data Analyst Interview Panel	001-503-522-10-49-06	87.19
					Lunch - DC Interviews	001-503-522-10-49-06	102.39
					Lunch - DC Interviews	001-503-522-10-49-06	179.87
					Lunch - DC Interviews	001-503-522-10-49-06	57.25
					Lunch - DC Interviews	001-503-522-10-49-06	135.98
					Lunch - FF Interview Panel	001-503-522-10-49-06	73.64
					Lunch - FF Interview Panel	001-503-522-10-49-06	175.84
					Lunch - FF Interview Panel	001-503-522-10-49-06	119.64
					Lunch - FF Interview Panel - Day 4	001-503-522-10-49-06	162.23
					Lunch - FF Interview Panel - Day 5	001-503-522-10-49-06	186.08
					Lunch - Firehouse Subs (Women in Fire	001-504-522-20-49-04	942.29
					Lunch - Rescue Swimmer Refresher	001-514-522-20-31-09	166.11
					Lunch - Water Rescue Training	001-514-522-20-31-09	114.11
					Lunch - Water Rescue Training	001-514-522-20-31-09	128.79
					Lunch -Burritos (Women in Fire)	001-504-522-20-49-04	1,246.27
					Lunch- Interview Panel	001-503-522-10-49-06	107.86
					Microsoft 'Office 365 E1' Mnthly Licen:	001-513-522-10-49-04	15.32
					New Hire Advertisement (NeoGov) - IT	001-502-522-10-44-00	125.00
					Pizza (Maltby) - Division Meeting Lunc	001-509-522-20-49-04	76.79
					Postage - Overnight Paperwork for Sol	001-502-522-10-42-00	63.30
					Powerade - Safeway (Women in Fire)	001-504-522-20-49-04	28.69
					Propane Refill	001-507-522-50-47-03	22.90
					Prusik Cord	001-504-522-20-35-00	100.52

## Docket of Claims Register

APPKT01636 - 07.25.2024 Board Meeting ER

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
Vendor #	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Distribution Amount
	USBANK-JUNE24	District Credit Card Charges - June 202	Invoice	06/25/2024	Ranger Pant- Shop	050-511-522-60-31-01	105.00
					Refund - (Lowes) Universal Coup Air C	001-504-522-20-48-02	-6.32
					Refund - Heathman Hotel	001-506-522-45-43-00	-5,935.82
					Refund - Rental Truck (Ryder)	001-507-522-50-45-00	-738.31
					Refund - Vacuum - Logistics	001-507-522-50-35-00	-107.90
					Registration - Live Fire Instructor - Han	001-506-522-45-49-02	84.00
					Registration (CPSE Class) - McConnell	001-516-522-45-49-02	650.00
					Registration (GIS Conference) - Sexton	001-516-522-45-49-02	475.00
					Registration (WFOA Conf) - Bazinet	001-503-522-45-49-02	770.00
					Registration (WFOA Conf) - Jenkins	001-503-522-45-49-02	770.00
					Registration (WFOA Conf) - Long	001-503-522-45-49-02	770.00
					Registration (WFOA Conf) - Tabor	001-503-522-45-49-02	770.00
					Registration (WFOA Conf) - Vargas	001-503-522-45-49-02	770.00
					Rental Truck (Ryder) - Hose & Ladder T	001-507-522-50-45-00	2,330.00
					Report of Sale - 1995 Emerg. Protectio	001-502-522-10-49-06	13.65
					Report of Sale - 2004 Ford Expedition	001-502-522-10-49-06	13.65
					Report of Sale - 2005 Chevy Suburban	001-502-522-10-49-06	13.65
					Report of Sale (DOL) - 2001 Ford Econc	001-502-522-10-49-06	13.65
					Saw Blade/Shear Attach - Academy	001-506-522-45-49-23	98.30
					Shelving Supplies - ST 71 Storage	001-507-522-50-31-00	103.76
					Shop Parts	050-511-522-60-34-01	28.94
					Shop Parts	050-511-522-60-34-01	957.23
					Shop Parts	050-511-522-60-34-01	88.30
					Shop Parts	050-511-522-60-34-01	3,195.00
					Sign Holders - Candidate Open House	001-502-522-10-35-00	49.22
					Snacks - 2024 WFCA Seminar	001-506-522-45-43-00	98.14
					Snacks - ALS Run Review	001-509-522-20-49-04	145.38
					Snacks - ALS Run Review	001-509-522-20-49-04	144.93
					Snacks - Costco (Women in Fire)	001-504-522-20-49-04	337.43
					Snacks - DC Interviews	001-503-522-10-49-06	54.26
					Snacks - DC Interviews	001-503-522-10-49-06	92.18
					Snacks - Entry Level Medic Test	001-509-522-20-49-04	45.18
					Snacks - Interview Panel	001-503-522-10-49-06	20.86
					Snacks - Recruit Open House	001-503-522-10-49-06	4.11
					Snacks - Recruit Open House	001-503-522-10-49-06	60.16
					Snacks - Rescue Swimmer Refresher	001-514-522-20-31-09	31.77
					Snacks - Round 2 FF Interviews	001-503-522-10-49-06	132.75
					Snacks (Women in Fire)	001-504-522-20-49-04	24.39
					Supplies to fix Air Compressor - ST 71	001-507-522-50-48-00	67.40
					Survey Monkey Mnthly Plan	001-503-522-10-49-01	108.01
					Temp. Kitchen Utensils - ST71	001-507-522-50-35-00	160.27
					Tools - Angle Grinder	001-507-522-50-35-00	108.21
					TV - BC Office - ST 81	001-507-522-50-35-00	415.33

## Docket of Claims Register

## APPKT01636 - 07.25.2024 Board Meeting ER

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
	USBANK-JUNE24	District Credit Card Charges - June 202	Invoice	06/25/2024	Universal Coup - Air Compressor Repai	001-504-522-20-48-02	5.44
					Universal Coup/Reduc - Air Compress I	001-504-522-20-48-02	12.64
					Utility Gloves x4 (Women in Fire)	001-504-522-20-49-04	34.87
					Vacuum - Logistics	001-507-522-50-35-00	546.49
					Vacuum x2	001-507-522-50-35-00	1,318.78
					VistaPrint Business Cards	001-502-522-10-31-00	369.59
					Water Delivery & Dispenser Rental (Sh	050-511-522-60-31-04	68.61
					Webinar Registration x5 - Messer	001-505-522-30-49-02	2,603.72
					WFOA Membership - A. Long	001-503-522-10-49-01	75.00
					WSP Background Check	001-503-522-10-49-06	11.00
					Yard Maintenance - ST 31	001-507-522-50-48-00	136.38
					Yard Maintenance - ST 31	001-507-522-50-48-00	109.10
					Yard Maintenance - ST 31	001-507-522-50-48-00	68.19
					Zoom	001-514-522-20-49-00	163.99
0631	VERATHON MEDICAL	24-01878					1,067.06
	80929098	Medical Supplies	Invoice	07/11/2024	Medical Supplies	001-509-522-30-31-01	1,067.06
0040	VESTIS	24-01879					167.50
	6560407439	Maint. Srvc Towels, Floor Mat & Mop	Invoice	07/04/2024	Maint. Srvc Towels, Floor Mat & Mop	001-507-522-50-48-00	26.52
	6560407440	Shop Supplies/Uniform Rental/Laundr	Invoice	07/04/2024	Shop Supplies/Uniform Rental/Laundr	050-511-522-60-41-04	71.36
	6560411568	Shop Supplies/Uniform Rental/Laundr	Invoice	07/11/2024	Shop Supplies/Uniform Rental/Laundr	050-511-522-60-41-04	69.62
2274	WALDORF UNIVERSITY	24-01880					11,556.00
	24-0113	Taylor - Tuition - FSC3410 and 3440	Invoice	07/10/2024	Taylor - Tuition - FSC3410	001-506-522-45-49-10	877.50
					Taylor - Tuition - FSC3440	001-506-522-45-49-10	877.50
	24-0121	DeSalvo - Tuition - FSC3470	Invoice	07/10/2024	DeSalvo - Tuition - FSC3470	001-506-522-45-49-10	891.00
	24-0122	Timm - Tuition - FSC3470	Invoice	07/10/2024	Timm - Tuition - FSC3470	001-506-522-45-49-10	891.00
	24-0123	Tim Beard - Tuition - FSC3470 and FSC:	Invoice	07/10/2024	Tim Beard - Tuition - FSC3440	001-506-522-45-49-10	891.00
					Tim Beard - Tuition - FSC3470	001-506-522-45-49-10	891.00
	24-0125	Pack - Tuition - FSC3470	Invoice	07/10/2024	Pack - Tuition - FSC3470	001-506-522-45-49-10	891.00
	24-0127	Rasmussen - Tuition - FSC3470 and FSC	Invoice	07/10/2024	Rasmussen - Tuition - FSC3440	001-506-522-45-49-10	891.00
					Rasmussen - Tuition - FSC3470	001-506-522-45-49-10	891.00
	24-0129	Fairhurst - Tuition - FSC 3470 and FSC :	Invoice	07/10/2024	Fairhurst - Tuition - FSC3440	001-506-522-45-49-10	891.00
					Fairhurst - Tuition - FSC3470	001-506-522-45-49-10	891.00
	24-0132	Billing - Tuition - FSC3440 & FSC3470	Invoice	07/10/2024	Billing - Tuition - FSC3440	001-506-522-45-49-10	891.00
					Billing - Tuition - FSC3470	001-506-522-45-49-10	891.00
1930	WASHINGTON CITIES INSURANC	24-01881					50.00
	200263	Insurance & Indemnity (Contracts We	Invoice	07/17/2024	Insurnace & Indemnity (Contracts We	001-502-522-45-49-02	50.00

## Docket of Claims Register

APPKT01636 - 07.25.2024 Board Meeting ER

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
0643	WASHINGTON STATE DEPARTME	24-01882					13,979.38
	18023754	3 BK Radios	Invoice	06/26/2024	3 BK Radios	001-514-522-20-35-01	6,602.21
	18023757	New Engine Tools (Pulaksi/Combo Too	Invoice	06/26/2024	New Engine Tools (Pulaksi/Combo Too	001-504-522-20-35-00	188.16
	18023793	Wildland Gear - Helmets, shirts and pa	Invoice	06/26/2024	Wildland Gear - Helmets, shirts and pa	001-514-522-20-35-01	6,178.58
	18023818	New Engine Tools (Pulaksi) (x2) - E32	Invoice	06/27/2024	New Engine Tools (Pulaksi) (x2) - E32	001-504-522-20-35-00	169.51
	18023888	22 Helmet - Neck Shrouds for Wildlanc	Invoice	06/27/2024	22 Helmet - Neck Shrouds for Wildlanc	001-514-522-20-35-01	840.92
0651	WAVE	24-01883					900.80
	129266301-0010910	Fiber Optic Connection - ST 72	Invoice	07/01/2024	Fiber Optic Connection - ST 72	001-513-522-50-42-01	900.80
0651	WAVE	24-01884					900.00
	129266301-0010856	Fiber Optic Connection - ST 72	Invoice	06/01/2024	Fiber Optic Connection - ST 72	001-513-522-50-42-01	900.00
0651	WAVE	24-01885					7,499.81
	132631801-0010910	Fiber Optic Connection - County (Rock	Invoice	07/01/2024	Fiber Optic Connection & Cable/TV Ser	001-513-522-50-42-01	7,499.81
2011	ZIPLY FIBER	24-01886					189.50
	ADMIN-JUNJUL24	Fire Alarm Phone Lines/Connection - A	Invoice	06/28/2024	Fire Alarm Phone Lines/Connection - A	001-513-522-50-42-01	189.50
Total Claims: 100						Total Payment Amount:	393,080.98

## Snohomish Regional Fire and Rescue Claims Voucher Summary

07/23/2024

Page 1 of 4

Fund: General Fund #001

We the undersigned Board of Directors of the above-named governmental unit do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified below are approved for payment.

Date: \_\_\_\_\_

Signatures: \_\_\_\_\_

Voucher	Payee/Claimant	1099 Default	Amount
24-01787	ACROSS THE STREET PRODUCTIONS		9,757.54
24-01788	ADAM PERRON		222.00
24-01789	AJ'S LANDCARE, INC		11,731.31
24-01790	AMAZON CAPITAL SERVICES, INC		1,329.74
24-01791	ARG INDUSTRIAL		99.65
24-01792	AT&T MOBILITY - CC		444.73
24-01793	BICKFORD MOTORS INC.		1,804.94
24-01794	BOUND TREE MEDICAL, LLC		3,081.71
24-01795	BRAKE & CLUTCH SUPPLY INC		183.86
24-01796	BRAUN NORTHWEST INC		658.05
24-01797	CANON FINANCIAL SERVICES INC		739.99
24-01798	CENTRAL WELDING SUPPLY		1,005.37
24-01799	CITY OF MONROE		160.90
24-01800	CITY OF MONROE		994.63
24-01801	CITY OF MONROE		675.42
24-01802	CITY OF MONROE		37.28
24-01803	COACH GLASS		894.98
24-01804	COMCAST		738.19
24-01805	COMPENSATION CONNECTIONS LLC		6,000.00
24-01806	COURIERWEST		2,190.80
24-01807	CROSS VALLEY WATER DISTRICT		917.67
24-01808	CROSS VALLEY WATER DISTRICT		333.48
24-01809	CROSS VALLEY WATER DISTRICT		724.13
24-01810	DAY & NITE PLUMBING		21,500.01
24-01811	DIRECTV, LLC		120.98
24-01812	DMITRIY SURKANOV		2,313.02
24-01813	ELECTRONIC BUSINESS MACHINES		276.94
24-01814	EVERETT STEEL, INC.		20.02
24-01815	EVERGREEN POWER SYSTEMS, INC		1,300.67
24-01816	EXCELL COMMERCIAL TIRE SERVICE, INC.		908.02
24-01817	FASTFIELDFORMS		1,026.61
<b>Page Total</b>			72,192.64
<b>Cumulative Total</b>			72,192.64

# Snohomish Regional Fire and Rescue

## Claims Voucher Summary

07/23/2024

Page 2 of 4

Fund: General Fund #001

We the undersigned Board of Directors of the above-named governmental unit do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified below are approved for payment.

Date: \_\_\_\_\_

Signatures: \_\_\_\_\_

Voucher	Payee/Claimant	1099 Default	Amount
24-01818	FERNO-WASHINGTON INC.		2,206.36
24-01819	FREIGHTLINER NORTHWEST		236.30
24-01820	GALLS, LLC		5,626.68
24-01821	GENERAL FIRE APPARATUS		353.02
24-01822	GRAINGER		171.39
24-01823	HARMSSEN, LLC		5,241.25
24-01824	HARRIS FORD INC		141.56
24-01825	HILL STREET CLEANERS		16.96
24-01826	HUGHES FIRE EQUIPMENT, INC		596.34
24-01827	IMS ALLIANCE		30.27
24-01828	IRON MOUNTAIN INC		808.07
24-01829	ISOUTSOURCE		12,762.82
24-01830	KENNY'S TRUCK PARTS & REPAIR		94.26
24-01831	KENT D. BRUCE CO., LLC		460.91
24-01832	KERRY PRAY		235.00
24-01833	L.N. CURTIS & SONS		245.38
24-01834	LAKE STEVENS ATHLETIC CLUB		109.00
24-01835	LAKE STEVENS SEWER DISTRICT		99.00
24-01836	LAKE STEVENS SEWER DISTRICT		198.00
24-01837	LES SCHWAB WAREHOUSE CENTER		190.85
24-01838	LEXIPOL LLC		23,620.42
24-01839	LIFE-ASSIST INC		198.84
24-01840	LOCUTION SYSTEMS INC.		2,334.60
24-01841	MATTHEW J. BEECROFT		4,000.00
24-01842	MELISSA JENKINS		228.19
24-01843	MOBILE HEALTH RESOURCES		1,080.30
24-01844	MONROE UPHOLSTERY		328.20
24-01845	MONROE VISION CLINIC, INC.		275.00
24-01846	NORTHWEST PROPANE LLC		442.51
24-01847	NORTHWEST SAFETY CLEAN		2,288.72
24-01848	NORWEST BUSINESS SERVICES, INC		5,218.80
Page Total			69,839.00
Cumulative Total			142,031.64

## Snohomish Regional Fire and Rescue Claims Voucher Summary

07/23/2024

Page 3 of 4

Fund: General Fund #001

We the undersigned Board of Directors of the above-named governmental unit do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified below are approved for payment.

Date: \_\_\_\_\_

Signatures: \_\_\_\_\_

Voucher	Payee/Claimant	1099 Default	Amount
24-01849	OAC SERVICES, INC.		44,208.97
24-01850	ODP BUSINESS SOLUTIONS, LLC		255.43
24-01851	OPERATIVE IQ		3,470.06
24-01852	PACIFIC POWER BATTERIES		33.38
24-01853	PACIFICA LAW GROUP LLP		3,467.50
24-01854	PETROCARD, INC.		1,698.89
24-01855	PUGET SOUND ENERGY		83.29
24-01856	PUGET SOUND ENERGY		155.96
24-01857	PUGET SOUND ENERGY		314.85
24-01858	PURCELL TIRE & SERVICE CENTER		491.99
24-01859	REHN & ASSOCIATES		84.00
24-01860	RICE FERGUS MILLER, INC.		11,224.60
24-01861	RICOH USA, INC.		50.91
24-01862	RYAN STUPEY		698.73
24-01863	SEATTLE CITY LIGHT		46.91
24-01864	SILVER LAKE WATER & SEWER DISTRICT		284.10
24-01865	SILVER LAKE WATER & SEWER DISTRICT		370.60
24-01866	SISKUN POWER EQUIPMENT		161.35
24-01867	SNOHOMISH COUNTY 911		88,957.35
24-01868	SNOHOMISH COUNTY PUD		88.83
24-01869	SNURE LAW OFFICE, PSC		4,832.00
24-01870	SPEEDWAY CHEVROLET		92.65
24-01871	SPRAGUE PEST SOLUTIONS		437.34
24-01872	SUPERIOR SEPTIC SERVICE, LLC		3,001.82
24-01873	SYSTEMS DESIGN WEST, LLC		12,512.49
24-01874	TROY ELMORE		188.94
24-01875	TRUE NORTH EMERGENCY EQUIPMENT INC		1,137.01
24-01876	UNITED PARCEL SERVICE		25.55
24-01877	US BANK		36,363.79
24-01878	VERATHON MEDICAL		1,067.06
24-01879	VESTIS		167.50
<b>Page Total</b>			215,973.85
<b>Cumulative Total</b>			358,005.49



# Snohomish Regional Fire and Rescue

## Claims Voucher Summary

07/23/2024

Page 4 of 4

Fund: General Fund #001

We the undersigned Board of Directors of the above-named governmental unit do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified below are approved for payment.

Date: \_\_\_\_\_

Signatures:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Voucher	Payee/Claimant	1099 Default	Amount
24-01880	WALDORF UNIVERSITY		11,556.00
24-01881	WASHINGTON CITIES INSURANCE AUTHORITY		50.00
24-01882	WASHINGTON STATE DEPARTMENT OF NATURAL RESOURCES		13,979.38
24-01883	WAVE		900.80
24-01884	WAVE		900.00
24-01885	WAVE		7,499.81
24-01886	ZIPLY FIBER		189.50

**Page Total**

35,075.49

**Cumulative Total**

393,080.98



**Payroll Summary and Authorization Form for the:**

**7/15/2024 Payroll**

I, the undersigned, do hereby certify that the foregoing payroll is, just, true and correct, that the persons whose names appear thereon actually performed labor as stated on the dates shown, that the amounts are actually due, and that the salary warrants and related benefit warrants shall be issued.

**District Name: Snohomish Regional Fire & Rescue**

**Direct Deposits:** \$1,038,515.59

**Paper Checks:** \$0.00

**Taxes:** \$301,212.67

**Allowed in the sum of:** \$1,339,728.26

**Reviewed by:** Brandon Vargas  
District Administrative Coordinator

**Prepared by:** Erick Ramirez  
Payroll Specialist

**Approved by Commissioners:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**SNOHOMISH REGIONAL FIRE & RESCUE**

## **BOARD OF FIRE COMMISSIONERS MEETING MINUTES**

### **SNOHOMISH REGIONAL FIRE & RESCUE**

SRFR Station 31 Training Room / Via Zoom

163 Village Court, Monroe, WA 98272

July 11, 2024, 1730 hours

#### **CALL TO ORDER**

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

Vice Chairman Fay announced that we have additional items under New Business Discussion – Advocacy and Public Safety Permits.

Vice Chairman Fay introduced and welcomed a guest, Fire Board Director Philip Griswold from Sun City, Arizona.

#### **BADGE CEREMONY FOR FIRE MARSHAL'S OFFICE**

Postponed.

#### **PUBLIC COMMENT**

N/A

#### **UNION COMMENT**

N/A

#### **CHIEF'S REPORT**

As presented. Chief O'Brien congratulated recently promoted Captain MSO Jerry Aamold and thanked HR Director Holtgeerts and the team for their hard work with the Deputy Chief hiring process. We are now down to two finalists, and we will be interviewing them next week. We had a very busy 4th of July with 96 calls, and we assisted Sky Valley with a water rescue at Eagle Falls. Chief O'Brien thanked everyone for their work.

#### **COMMISSIONER REPORTS**

*Sno 911* – Commissioner Waugh mentioned the EMS Task Force, and that they approved the slide show that will be presented to the chiefs next Monday. This information will be available as of next week.

*Policy Committee* - Commissioner Schaub commented that they met earlier today, and they have a list of policies ready for action. Today they reviewed Policies 213, 216, 617, 706, 800, 911, 1017, and 1021. They also reviewed Policies 1033, 1035, and 1036.



## SNOHOMISH REGIONAL FIRE & RESCUE

### **COMMITTEE MEETING MINUTES**

Finance Committee – June 27, 2024

### **CONSENT AGENDA**

#### **Approval of Vouchers**

Benefits Vouchers: 24-01614 to 24-01632; (\$1,249,563.88)

AP Vouchers: 24-01633 to 24-01776; (\$2,909,388.51)

#### **Approval of Payroll**

June 30, 2024 (\$1,676,273.92)

#### **Approval of Minutes**

Approve Regular Board Meeting Minutes June 27, 2024

#### **Motion to approve the Consent Agenda as submitted.**

Motion by Commissioner Schaub and 2nd by Commissioner Steinruck.

On vote, Motion carried 7/0.

### **OLD BUSINESS**

#### **Discussion**

*Continuous Improvement: Shop Recruitment Outreach*

Chief O'Brien introduced SRFR Shop members Journeyman Daniel Kindig, Apprentice Mechanic Cameron Main and Shop Foreman John Thomas.

Journeyman Daniel Kindig explained that they visited with the Sno-Isle Skill Center in May, and presented a PowerPoint presentation and walked the students through the process of becoming an emergency vehicle technician and explained how our apprenticeship program works. They also reached additional shop students through WA Alliance. It has been great to educate students and let them know there actually is a specialized technician opportunity to work on fire apparatus.

Vice Chairman Fay thanked our mechanics for promoting and developing the team. Shop Foreman John Thomas thanked everyone for their support and the ability to add members to our team.

#### **Action**

##### *Policy Review*

- Policy 103 Governing Rules and Board Policies
- Policy 215 Community Advisory Committee
- Policy 330 Ride-Along Program
- Policy 607 Heat Illness Prevention Training
- Policy 904 High-Visibility Vests
- Policy 905 Body Armor



## SNOHOMISH REGIONAL FIRE & RESCUE

- Policy 920 Roadway Incident Safety
- Policy 1028 Uniform Regulations

### *Policies to be Superseded/Rescinded*

- SCFD7 Policy 4 Entrance Requirements for All Personnel
- SCFD7 Policy 22 Response to Requests for Assistance
- SCFD7 Policy 49 Automobile Usage
- SCFD7 Policy 68 Paid Family and Medical Leave

**Motion to approve Policies 103, 215, 330, 607, 904, 905, 920 and 1028 as submitted and to supersede/rescind SCFD7 Policies 4, 22, 49, and 68 as submitted.**

Motion by Commissioner Waugh and 2nd by Commissioner Schaub.

On vote, Motion carried 7/0.

### *Station 31 Remodel Contract*

Chief O'Brien commented that we are asking for approval of this contract with GenCap for the Station 31 remodel.

**Motion to authorize the Chief to enter into a contract with GenCap for the Shop 31 addition.**

Motion by Commissioner Steinruck and 2nd by Commissioner Edwards.

On vote, Motion carried 7/0.

## **NEW BUSINESS**

### **Discussion**

#### *Policy Review*

- Policy 601 Cardiopulmonary Resuscitation (CPR) and Automated External Defibrillator (AED) Training
- Policy 602 Bloodborne Pathogen Training
- Policy 605 Hazardous Materials (HAZMAT) Training
- Policy 610 Respiratory Protection Training
- Policy 910 Health and Safety Officer
- Policy 921 Extreme Outdoor Conditions Plan

#### *Advocacy*

Chairman Elmore commented that he spoke with the Chair of Snohomish County Fire District 4, and they have set up two dates for joint meetings to discuss how we can work together.

- Thursday, September 26th at Snohomish Regional Fire & Rescue
- Monday, October 14th at Snohomish County Fire District #4

Please let Chairman Elmore know if you have any suggested topics for the agenda.



### *Public Safety Permits*

Chairman Elmore commented that Council Member Mead verified they are in the process of drafting two documents regarding public safety permitting; so police, fire, and ambulance service will no longer get delayed on public safety projects. A huge thank you to Council Member Mead and his staff for their work on this.

### **Action**

None

### **GOOD OF THE ORDER**

Commissioner Steinruck thanked the crews, admin staff, and everyone involved in the Deputy Chief interview process on Tuesday. It was very well done.

### **ATTENDANCE CHECK**

Regular Commissioner Meeting July 25, 2024, at 1730 - Station 31 Training Room/Zoom.

### **EXECUTIVE SESSION**

RCW 42.30.110(1)(g): To Review the Performance of a Public Employee

RCW 42.30.140(4)(b): Labor Negotiations

RCW 42.30.110(1)(b): Real Estate

Vice Chairman Fay called for an Executive Session to begin at 1800 hours for 20 minutes, with no decisions to follow. Vice Chairman Fay resumed the regular Board of Commissioners Meeting at 1820 hours and announced that there is no decision at this time.

Chief O'Brien reminded everyone of the upcoming Aquafest Pancake Breakfast in Lake Stevens on Saturday and Sunday, July 27 & 28. He also mentioned that he will be on vacation from July 19 through August 18. We will have Acting Chief Lundquist for a period of time and then we will have Acting Chief Messer for a period of time.

### **ADJOURNMENT**

Vice Chairman Fay adjourned the meeting at 1823 hours.

**Snohomish Regional Fire & Rescue**

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Commissioner Rick Edwards

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Chairman Troy Elmore



## SNOHOMISH REGIONAL FIRE & RESCUE

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Vice Chairman Randy Fay

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Commissioner Paul Gagnon

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Commissioner Jeff Schaub

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Commissioner Jim Steinruck

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Commissioner Roy Waugh



# OLD BUSINESS

## DISCUSSION







# OLD BUSINESS

## ACTION





## Request for Action by the Board (R.A.B)

The purpose of the RAB is to provide a standardized format for presenting initiatives requiring action by the Board of Fire Commissioners. The RAB serves as a guide and checklist intended to provide the detailed, relevant, information needed to help the Board take action on projects, programs, and other initiatives.

<b>Initiative Name:</b>	Draft Policy Approval #POL-2407		
<b>Executive member responsible for guiding the initiative:</b> DC McConnell			
<b>Type of Action:</b>	<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Resolution		
<b>Initiative Description:</b> <ul style="list-style-type: none"> <li>• <b>Brief Description</b></li> <li>• <b>Goal of Initiative</b></li> <li>• <b>Initiative Results (deliverables)</b></li> <li>• <b>Connection to Strategic Plan</b></li> <li>• <b>Supporting Documentation (attach)</b> <ul style="list-style-type: none"> <li>○ Scope of work</li> <li>○ Contract(s)</li> <li>○ Project proposal(s)</li> <li>○ Presentation(s)</li> </ul> </li> <li>• <b>If Financial: Reason RAB must be approved outside of the annual budget process</b></li> </ul>		The agency is working through adoption of updated policies developed in the Lexipol format. The policy approval process includes division head review, staff policy committee review, labor review, senior staff review, commission policy committee review, and final board adoption. This is an ongoing process requiring monthly review and approval.  Draft Policy: <ul style="list-style-type: none"> <li>• 601 Cardiopulmonary Resuscitation (CPR) and Automated External Defibrillator (AED) Training</li> <li>• 602 Bloodborne Pathogen Training</li> <li>• 605 Hazardous Materials (MAZMAT) Training</li> <li>• 610 Respiratory Protection Training</li> <li>• 910 Health and Safety Officer</li> <li>• 921 Extreme Outdoor Conditions Plan</li> </ul>	
<b>Financial Impact:</b> <p>Expense: <input type="checkbox"/> Increase <input type="checkbox"/> Decrease <input checked="" type="checkbox"/> N/A</p> <p>Revenue: <input type="checkbox"/> Increase <input type="checkbox"/> Decrease <input checked="" type="checkbox"/> N/A</p> <p>Total amount of initiative (attach amount breakdown if applicable): \$</p> <p>Initial amount: \$</p> <p>Long-term annual amount(s): \$</p> <p>Currently Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No Amount: \$</p> <p>Budget Amendment Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No Amount: \$</p> <ul style="list-style-type: none"> <li>• If yes: Fund(s)/line item(s) to be amended:</li> </ul>			
<b>Risk Assessment:</b>		Risk if approved: N/A	

	Risk if not approved: Increased liability due to outdated policies that do not match current agency practices or meet organizational needs.
<b>Legal Review:</b>	<input checked="" type="checkbox"/> Initiative conforms with District policy/procedure number (attach): <input checked="" type="checkbox"/> Initiatives that require legal review (contracts, other initiatives): <ul style="list-style-type: none"> <li>• Contracts</li> <li>• Has been reviewed and approved by legal</li> <li>• Includes all costs</li> <li>• Includes term</li> <li>• Includes 'do not exceed' language</li> </ul> <input type="checkbox"/> N/A
<b>Presented to, and Approved by, Senior Staff</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Commissioner Sub-Committee Approval</b>	Initiative presented to commissioner sub-committee: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Approved by commissioner sub-committee: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No N/A: <input type="checkbox"/>
<b>For Fire Chief Approval:</b>	<input checked="" type="checkbox"/> RAB document complete  <input checked="" type="checkbox"/> Supporting documentation attached  <input type="checkbox"/> Information sent to Fire Chief, Senior Staff, and Board Support (Mindy Leber)  <i>Fire Chief will approve and distribute by email to the Board of Commissioners – RAB executive/senior staff will be cc'd on the email distribution</i>  <i>Fire Chief will coordinate with Senior Staff for RAB introduction</i>
<b>RAB Executive: Confirmed email sent to Board by Fire Chief</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Board of Fire Commissioners</b>	RAB initiatives go through the following process: <ol style="list-style-type: none"> <li>1. Senior Staff approval to move forward to a committee/board</li> <li>2. Initiatives are introduced to the appropriate committee for review</li> <li>3. Initiatives are introduced at an initial commissioner meeting as a Discussion Item <ul style="list-style-type: none"> <li>○ The Senior Staff member assigned to develop the initiative presents initiative to the Board (maximum time for presentation is ten minutes)</li> </ul> </li> <li>4. At a second commissioner meeting, initiatives may be assigned as an action item for approval</li> </ol>

<b>Execution:</b>	<b>It is the responsibility of the RAB Executive to execute implementation, processing, and tracking.</b>
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# Cardiopulmonary Resuscitation (CPR) and Automated External Defibrillator (AED) Training

## 601.1 PURPOSE AND SCOPE

Best Practice MODIFIED

The purpose of this policy is to establish the training requirements for members to maintain a current and valid medical certification (EMT-B, EMT-P) that is required to perform Cardiopulmonary Resuscitation (CPR) and utilize an Automated External Defibrillator (AED).

### 601.1.1 DEFINITIONS

State MODIFIED

Definitions related to this policy include:

**Automated External Defibrillator (AED)** - An external defibrillator capable of cardiac rhythm analysis and that will charge, with or without further operator action, and deliver a shock after electronically detecting and assessing ventricular fibrillation or rapid ventricular tachycardia.

**Qualified Instructor** - Senior EMS Instructor (SEI) who is qualified to teach AED/CPR ([WAC 246-976-031](#)).

**Qualified Evaluator** - An individual who holds the Washington State ESE (EMS Evaluator) credential and meets all requirements of [WAC 246-976-163](#).

**Delegate Physician** - Physician approved by the county MPD and Division Chief of EMS. Works directly with the District's EMS division for training, quality assurance, and education.

## 601.2 POLICY

State MODIFIED

It is the policy of Snohomish Regional Fire & Rescue that all members whose duties include the use of an AED or the performance of CPR shall receive initial and recertification training to maintain their current and valid medical certification that is required in order to utilize such equipment and/or skills. Initial training will consist of Washington State Department of Health approved courses and will be provided by qualified instructors at the healthcare provider level ([WAC 246-976-141](#); [WAC 246-976-161](#)). Ongoing training and evaluations for recertification will be orchestrated by the Division Chief of EMS or his/her designee and provided by qualified evaluators ([WAC 246-976-163](#)).

## 601.3 TRAINING RECORDS

Best Practice MODIFIED

The Deputy Chief of EMS shall be responsible for maintaining records of all AED training provided to members in accordance with Washington State Department of Health regulations and under District MPD supervision. Records should include, but are not limited to, the following:

- (a) The dates of the training sessions

### *Cardiopulmonary Resuscitation (CPR) and Automated External Defibrillator (AED) Training*

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- (b) A list of the topics or a summary of the content of the training sessions
- (c) The name or other identifier and job title of the members who received the training
- (d) The names, certificate number and qualifications of the persons conducting the training

The Deputy Chief of EMS should maintain the training records in accordance with established records retention schedules.

#### **601.4 MANDATORY REPORTING**

State **MODIFIED**

The Deputy Chief of EMS or their designee shall be responsible for collecting and reporting AED data to the District MPD or Delegate Physician. It will be necessary to establish procedures for the collection, maintenance and evaluation of patient care records in order to report to the EMS authority on the total number of patients defibrillated and appropriate patient follow-up data as required ([RCW 70.54.310](#)).

# Bloodborne Pathogen Training

## 602.1 PURPOSE AND SCOPE

### Best Practice

The purpose of this policy is to establish a state-mandated training program to ensure members have the skills and knowledge to protect themselves against occupational exposure to potentially infectious blood or bodily fluids.

## 602.2 POLICY

### State MODIFIED

It is the policy of Snohomish Regional Fire & Rescue to make members' health and safety a priority by providing initial and recurring bloodborne pathogen training. All members of the District whose duties have a risk of occupational exposure to potentially infectious blood or bodily fluids shall receive bloodborne pathogen training ([WAC 296-823-12005](#)).

## 602.3 RESPONSIBILITIES

### State MODIFIED

The Deputy Chief of EMS, shall be responsible for ([WAC 296-823-12005](#)):

- (a) Training members in the proper use of protective equipment, exposure protection, post-exposure protocols and disease modes of transmission as they are related to infectious diseases ([WAC 296-305-02501](#); [WAC 296-823-120](#)).
- (b) Remaining current on all legal requirements concerning bloodborne pathogens and other communicable diseases, as required by [WAC 296-823-12005](#).
- (c) Maintaining an up-to-date list of personnel requiring training.
- (d) Developing and implementing a training program, maintaining class rosters and quizzes, and periodically reviewing and updating the training program.

District officers are responsible for exposure control in their respective areas. They shall work directly with the Exposure Control Officer (ECO) and any affected members to ensure that the proper exposure-control procedures are followed.

## 602.4 TRAINING RECORDS

### State MODIFIED

The Deputy Chief of EMS shall be responsible for maintaining records of all bloodborne pathogen training that has been provided to members, as required by Washington State. Records should include, but are not limited to ([WAC 296-823-12015](#)):

- (a) The dates of the training sessions
- (b) A list of the topics or a summary of the content of the training sessions
- (c) The names or other identifier and job title of the members who received the training
- (d) The names, certificate number and qualifications of persons conducting the training

## *Bloodborne Pathogen Training*

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The Deputy Chief of EMS should maintain the training records in accordance with established records retention schedules.



# Hazardous Materials (HAZMAT) Training

## 605.1 PURPOSE AND SCOPE

State MODIFIED

The purpose of this policy is to establish training that will meet state requirements regarding the Snohomish Regional Fire & Rescue Hazardous Materials (HAZMAT) response program. This policy identifies the level of training members must receive, when additional or supplemental training is required, and the training records required to meet the provisions of the Washington regulations.

## 605.2 POLICY

State MODIFIED

It is the policy of the Snohomish Regional Fire & Rescue that any member whose duties include a role in the HAZMAT response program shall receive training to the level in which they are expected to operate in a HAZMAT environment or at an incident involving hazardous materials.

## 605.3 TRAINING REQUIREMENTS

State MODIFIED

HAZMAT training shall be based on the duties and functions to be performed by each member. The skill and knowledge levels required for all new members shall be conveyed to them through training before they are permitted to take part in actual emergency operations on an incident. Any member who participates or is expected to participate in an emergency response involving hazardous materials shall objectively demonstrate competency in the following areas ([WAC 296-824-30005](#)):

### 605.3.1 FIRST RESPONDER AWARENESS

State MODIFIED

First responder awareness level training should be provided to all individuals who are likely to witness or discover a hazardous substance release and who have been trained to initiate an emergency response sequence by notifying the proper authorities of the release. A member with this level of training should demonstrate competency in the understanding and recognition of a hazardous substance release ([WAC 296-824-30005](#)).

### 605.3.2 HAZMAT FIRST RESPONDER OPERATIONS (FRO)

State MODIFIED

First responder operations level (FRO) training should be provided for individuals who respond to releases or potential releases of hazardous substances as part of the initial response to the site for the purpose of protecting nearby persons, property, or the environment from the effects of the release. A member with this level of training is trained to respond in a defensive fashion without actually trying to stop the release. This member's function is to contain the release from a safe distance, keep it from spreading, and prevent exposures ([WAC 296-824-30005](#)).

## *Hazardous Materials (HAZMAT) Training*

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### 605.3.3 HAZMAT TECHNICIAN

State **MODIFIED**

HAZMAT technician level training should be provided to all individuals who respond to releases or potential releases of hazardous substances for the purpose of stopping the release. A member with this level of training would assume a more aggressive role by approaching the point of release in order to plug, patch, or otherwise stop the release of a hazardous substance ([WAC 296-824-30005](#)).

### 605.3.4 HAZMAT INCIDENT COMMANDER

State **MODIFIED**

HAZMAT incident commander level training should be provided to all individuals who could be responsible for all decisions relating to the management of a HAZMAT incident ([WAC 296-824-30005](#)).

### 605.3.5 HAZMAT EMERGENCY RESPONSE PLAN

State **MODIFIED**

An emergency response plan shall be developed and implemented to address pre-emergency planning and coordination with additional responders prior to the commencement of emergency response operations. The plan will identify members' roles, lines of authority, and communications for all members. The plan shall be in writing and available for inspection and copying by members, their representatives, and Washington Industrial Safety and Health Act (WISHA) personnel ([WAC 296-824-20005](#)).

### 605.3.6 HAZMAT ANNUAL REFRESHER TRAINING

State **MODIFIED**

Members who receive an initial level of training in accordance with this policy shall receive annual refresher training of sufficient and necessary content and duration to maintain their competencies, or shall demonstrate competency in those areas at least yearly ([WAC 296-824-30005](#)).

## 605.4 TRAINING RECORDS

Best Practice **MODIFIED**

The Deputy Chief that oversees training shall be responsible for maintaining records of all HAZMAT training provided to members. Records should include but are not limited to:

- (a) Dates of the training sessions
- (b) A list of the topics or a summary of the content of the training sessions
  - 1. Specific content required by regulation covered
  - 2. Manufacturer's recommendations (as applicable)
  - 3. Manufacturer's operations/service/maintenance manuals (as applicable)
- (c) The names or other identifier and job title of all members who received the training.
- (d) The names, certificate number, and qualifications of persons conducting the training
- (e) Demonstration that learning took place (e.g., evaluation, quiz, test)

### *Hazardous Materials (HAZMAT) Training*

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The Deputy Chief should maintain the training records in accordance with established records retention schedules.

# Respiratory Protection Training

## 610.1 PURPOSE AND SCOPE

State MODIFIED

The purpose of this policy is to protect the health of members through appropriate training of respirators to avoid breathing air that is contaminated with harmful dusts, fogs, fumes, mists, gases, smokes, sprays and vapors.

This policy identifies which members must receive respiratory protection training, the minimum training curriculum and the requirements for recurrent training ([WAC 296-305-04001](#); [WAC 296-842-16005](#); [WAC 296-305-05502](#)).

### 610.1.1 DEFINITIONS

State

**Respirator or respiratory protection** - Personal protective equipment (PPE) designed to protect the wearer from airborne contaminants, oxygen deficiency or both.

## 610.2 POLICY

State MODIFIED

It is the policy of Snohomish Regional Fire & Rescue to protect the health of members by providing respiratory protection training.

## 610.3 TRAINING REQUIREMENTS

State

### 610.3.1 IDENTIFICATION OF MEMBERS TO BE TRAINED

State MODIFIED

The District shall provide effective respiratory protection training to all members who are required or expected to utilize respirators.

Members shall be trained, based on their duties, if they do any of the following ([WAC 296-842-16005](#)):

- (a) Use respirators
- (b) Supervise respirator users
- (c) Issue, repair or adjust respirators

### 610.3.2 MANNER OF TRAINING

State MODIFIED

The District will present effective training using qualified instructors. Training may be provided using audio-visuals, slide presentations, formal classroom instruction, informal discussions during safety meetings, training programs conducted by outside sources or a combination of these methods ([WAC 296-842-16005](#)).

## *Respiratory Protection Training*

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Instructors should be available to provide responses to questions, evaluate understanding of the material and provide other instructional interaction ([WAC 296-842-16005](#)).

### 610.3.3 FREQUENCY OF TRAINING

State **MODIFIED**

The District will provide respiratory protection training ([WAC 296-842-16005](#)):

- (a) Initially, before worksite respirator use begins.
- (b) Periodically, but within 12 months of the previous training.
- (c) Additionally, when the following occur:
  - 1. The member has not retained knowledge or skills.
  - 2. Changes in the worksite or type of respirator make previous training incomplete or obsolete.

After completing initial training, each member shall practice, at least quarterly, for each type and manufacturer of respiratory equipment available for use, the step-by-step procedure for donning the respirator and checking it for proper function ([WAC 296-305-04001](#)).

### 610.3.4 CONTENTS OF TRAINING

State **MODIFIED**

Members shall receive training for each type and manufacturer of respiratory equipment available for their use, the step-by-step procedure for donning the respirator and checking it for proper function. Required training shall include ([WAC 296-305-04001](#)):

- (a) Recognizing hazards that may be encountered.
- (b) Understanding the components of the respirator.
- (c) Understanding the safety features and limitations of the respirator.
- (d) Donning and doffing the respirator.

Members shall be thoroughly trained in accordance with the manufacturer's instructions on emergency procedures such as use of regulator bypass valve, corrective action for facepiece and breathing tube damage and breathing directly from the regulator (where applicable) ([WAC 296-305-04001](#)).

### 610.4 TRAINING RECORDS

State **MODIFIED**

The Deputy Chief that oversees training shall be responsible for maintaining records of all respiratory protection training that is provided to members. At a minimum, the District should document the following:

- (a) The dates of the training sessions.

### *Respiratory Protection Training*

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- (b) A list of the topics or a summary of the content of the training sessions.
- (c) The name or other identifier and job title of the members who received the training.
- (d) The names, certificate number and qualifications of persons conducting the training.
- (e) Documentation of each member's demonstrated performance in meeting the standards detailed in this policy ([WAC 296-842-16005\(5\)](#)).

The Deputy Chief shall maintain the training records in accordance with established records retention schedules.

# Health and Safety Officer

## 910.1 PURPOSE AND SCOPE

### Best Practice

The purpose of this policy is to establish the minimum qualifications for, and specify the duties and responsibilities of, the Health and Safety Officer (HSO).

## 910.2 POLICY

### State MODIFIED

It is the policy of the Snohomish Regional Fire & Rescue that the HSO will be appointed by the Fire Chief or the authorized designee and shall be responsible for the duties described in this policy and other duties as assigned. When the HSO is unavailable, the Fire Chief or the authorized designee shall identify a replacement ([WAC 296-305-01507](#)).

## 910.3 QUALIFICATIONS

### Discretionary MODIFIED

The district's HSO should be a member with qualifications and training that include:

- (a) Knowledge of federal, state, and local laws regarding occupational health and safety applicable to the fire service.
- (b) Knowledge of the physical and behavioral health and fitness factors unique to the fire service.
- (c) Knowledge of health and safety hazards involved in firefighting and related activities.
- (d) Experience in fire suppression, Emergency Medical Services (EMS), and instruction.
- (e) Familiarity with the operation of the district's apparatus and equipment, including emergency communications equipment.
- (f) Management skills appropriate to the operation of a safety and health program.
- (g) The physical capability to conduct operations at an incident scene.
- (h) The following certifications and courses:
  - 1. Fire Instructor I (NFPA Instructor I)
  - 2. NFPA Instructor II
  - 3. NFPA Fire Officer I
  - 4. Training Program Management
  - 5. Incident Safety Officer
  - 6. Health and Safety Officer

## 910.4 ADMINISTRATIVE RESPONSIBILITIES

### State MODIFIED

Mandatory duties of the HSO include ([29 CFR 1910.132](#); [RCW 49.17.050](#); [WAC 296-305-01507](#)):

*Health and Safety Officer*

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- (a) Plan and coordinate safety activities.
- (b) Ensure the effectiveness of the Accident, Illness, and Injury Prevention Program (AIIPP) ([WAC 296-800-14025](#)).
- (c) Work closely with the safety committee.
- (d) Ensure accidents are investigated and procedures are in place so that investigations will be handled appropriately ([WAC 296-305-01501](#); [WAC 296-305-01503](#)).
- (e) Devise corrective measures to prevent accidents.
- (f) Ensure behavioral health, physical health, and safety training for all members ([WAC 296-305-05502](#); [WAC 296-800-14020](#)).
- (g) Ensure that members comply with safety directives and management responsibilities ([WAC 296-305-01509](#); [WAC 296-305-01001](#) et seq.).
- (h) Ensure that required records, including but not limited to the following, are kept ([WAC 296-305-01507](#)):
  - 1. Accidents
  - 2. Injuries
  - 3. Inspections
  - 4. Exposures
  - 5. Medical monitoring
  - 6. Safety meetings
  - 7. Apparatus
  - 8. Equipment
  - 9. Protective equipment
  - 10. Other district safety activities

The HSO, through the Fire Chief, shall have the authority and responsibility to identify and recommend correction of safety and health hazards. The HSO shall maintain a liaison with staff officers and the Health & Safety Committee regarding recommended changes in equipment, procedures, and recommended methods to eliminate unsafe practices and reduce existing hazardous conditions ([WAC 296-305-01507](#)).

**910.5 HEALTH AND SAFETY INCIDENT REVIEW****Best Practice** **MODIFIED**

The HSO should review safety and health incident reports and ensure copies are forwarded to the safety committee (see policy: 900 Accident, Illness, and Injury Prevention Program Policy).



# Extreme Outdoor Conditions Plan

## 921.1 PURPOSE AND SCOPE

### Agency Content

This policy establishes Snohomish Regional Fire & Rescue's commitment to safeguarding the health and well-being of its members by addressing extreme weather conditions, including extreme heat, extreme cold, and exposure to harmful particulates from wildfire smoke. The policy outlines adherence to specific procedures, referencing Washington Administrative Code (WAC) standards to ensure comprehensive compliance.

This policy applies to all Snohomish Regional Fire & Rescue personnel involved in outdoor activities, training, and emergency responses.

## 921.2 REFERENCES

### Agency Content

Procedure: 921 Extreme Outdoor Conditions Plan

Procedure: 922 Wildfire Smoke Program

[WAC 296-820 Wildfire Smoke](#)

## 921.3 POLICY

### Agency Content

It shall be the policy of Snohomish Regional Fire & Rescue to create procedures for our department that limit member's exposure to extreme outdoor conditions, ensure that indoor conditions during these events shield members from exposure, and implement training to make sure all personnel are aware and abide by this policy and concurrent procedures.

## 921.4 EXTREME HEAT AND COLD

### Agency Content

Extreme Heat and Cold ([WAC 296-62-095](#), [WAC 298-305-05004](#)):

1. Members shall follow the guidelines outlined in the "Extreme Weather" procedure to modify outdoor activities and training during periods of extreme heat or cold.
2. Adherence to [WAC 296-62-095](#) and [WAC 298-305-05004](#) ensures the safety and well-being of personnel in challenging weather conditions.

## 921.5 WILDFIRE SMOKE EXPOSURE

### Agency Content

Wildfire Smoke Program ([WAC 296-820](#)):

1. In accordance with [WAC 296-820](#), members shall strictly adhere to the "Wildfire Smoke Program" procedure to limit exposure to harmful particulates from wildfire smoke.

### *Extreme Outdoor Conditions Plan*

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2. Specific attention shall be given to compliance with [WAC 296-820-815](#) and [WAC 296-820-850](#) to mitigate health risks associated with wildfire smoke.

#### **921.6 RESPONSIBILITIES**

##### **Agency Content**

Incident Command and Supervisory Personnel:

1. Ensure implementation and enforcement of the Extreme Weather and Wildfire Smoke Program procedures during emergency responses and training exercises.
2. Provide necessary resources and support to enable personnel compliance with the established procedures.

All Personnel:

1. Familiarize themselves with the Extreme Weather and Wildfire Smoke Program procedures.
2. Proactively engage in modifying activities as per guidelines during extreme weather conditions.
3. Utilize protective measures outlined in the Wildfire Smoke Program to minimize exposure risks.

#### **921.7 TRAINING**

##### **Agency Content**

Snohomish Regional Fire & Rescue will conduct an initial and then refresher training sessions during the respective approaching season to ensure all personnel are knowledgeable about the Extreme Weather and Wildfire Smoke Program procedures, including updates to relevant WAC standards.



# NEW BUSINESS

## DISCUSSION





## Request for Action by the Board (R.A.B)

The purpose of the RAB is to provide a standardized format for presenting initiatives requiring action by the Board of Fire Commissioners. The RAB serves as a guide and checklist intended to provide the detailed, relevant, information needed to help the Board take action on projects, programs, and other initiatives.

<b>Initiative Name:</b>	Station 82 Asphalt		
<b>Executive member responsible for guiding the initiative:</b> DC Ron Rasmussen			
<b>Type of Action:</b>	<input checked="" type="checkbox"/> Motion	<input type="checkbox"/> Resolution	
<b>Initiative Description:</b> <ul style="list-style-type: none"> <li>• <b>Brief Description</b></li> <li>• <b>Goal of Initiative</b></li> <li>• <b>Initiative Results (deliverables)</b></li> <li>• <b>Connection to Strategic Plan</b></li> <li>• <b>Supporting Documentation (attach)</b> <ul style="list-style-type: none"> <li>○ Scope of work</li> <li>○ Contract(s)</li> <li>○ Project proposal(s)</li> <li>○ Presentation(s)</li> </ul> </li> <li>• <b>If Financial: Reason RAB must be approved outside of the annual budget process</b></li> </ul>		<p>The front parking lot Apron at Station 82 is in very bad shape. (see attached pictures) We recommend this be repaired. Early this summer Logistics and Station crews did a large temporary pothole patch in front of Station 82. This is just temporary until we can get the front area repaired. We plan on doing the repairs in early September to give time for the 83 staff members stationed at 82 to return to 83 which will allow us to clear the covered awning used for A83.</p> <p>We requested quotes for the 82 Asphalt project from MRSC Small works rosters. We received 8 quotes back that ranged from \$64,990 to \$99,550 plus tax. (See attached quotes) We recommend using low responsible bidder.</p>	
<b>Financial Impact:</b>			
Expense:		<input checked="" type="checkbox"/> Increase	<input type="checkbox"/> Decrease <input type="checkbox"/> N/A
Revenue:		<input type="checkbox"/> Increase	<input type="checkbox"/> Decrease <input type="checkbox"/> N/A
Total amount of initiative (attach amount breakdown if applicable): \$			
<ul style="list-style-type: none"> <li>• Initial amount: \$64,990.00 plus tax @ 9.3% = \$ 71,034.07</li> <li>• 10 % Do not exceed = \$7,103</li> <li>• Total= <b>\$78,137.07</b></li> </ul>			
Long-term annual amount(s): \$			
Currently Budgeted:		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Amount: \$
Cost can come out of Repair and maintenance Budget: 001-507-522-50-48-00			
Budget Amendment Needed:		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Amount: \$
<ul style="list-style-type: none"> <li>• If yes: Fund(s)/line item(s) to be amended:</li> </ul>			

<b>Risk Assessment:</b>	Risk if approved: None  Risk if not approved: Increased deterioration of front apparatus area at 82 could lead to safety issues.	
<b>Legal Review:</b>	<input type="checkbox"/> Initiative conforms with District policy/procedure number (attach): <input type="checkbox"/> Initiatives that require legal review (contracts, other initiatives): <ul style="list-style-type: none"> <li>• Contracts</li> <li>• Has been reviewed and approved by legal</li> <li>• Includes all costs</li> <li>• Includes term</li> <li>• Includes 'do not exceed' language</li> </ul> <input type="checkbox"/> N/A	
<b>Presented to, and Approved by, Senior Staff</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Commissioner Sub-Committee Approval</b>	Initiative presented to commissioner sub-committee: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Approved by commissioner sub-committee: <input type="checkbox"/> Yes <input type="checkbox"/> No N/A: <input type="checkbox"/>	
<b>For Fire Chief Approval:</b>	<input type="checkbox"/> RAB document complete  <input type="checkbox"/> Supporting documentation attached  <input type="checkbox"/> Information sent to Fire Chief, Senior Staff, and Board Support (Mindy Leber)  <i>Fire Chief will approve and distribute by email to the Board of Commissioners – RAB executive/senior staff will be cc'd on the email distribution</i>  <i>Fire Chief will coordinate with Senior Staff for RAB introduction</i>	
<b>RAB Executive: Confirmed email sent to Board by Fire Chief</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Board of Fire Commissioners</b>	RAB initiatives go through the following process: <ol style="list-style-type: none"> <li>1. Senior Staff approval to move forward to a committee/board</li> <li>2. Initiatives are introduced to the appropriate committee for review</li> <li>3. Initiatives are introduced at an initial commissioner meeting as a Discussion Item             <ul style="list-style-type: none"> <li>○ The Senior Staff member assigned to develop the initiative presents initiative to the Board (maximum time for presentation is ten minutes)</li> </ul> </li> </ol>	

- |                   |   |
|-------------------|---|
|                   | 4. At a second commissioner meeting, initiatives may be assigned as an action item for approval           |
|                   |   |
| <b>Execution:</b> | <b>It is the responsibility of the RAB Executive to execute implementation, processing, and tracking.</b> |
|                   |   |



**Address**  
2133 GIBSON RD  
EVERETT, WA  
98204

**Telephone**  
(425)-355-2474 Office  
425-355-5499 Fax

**Company email**  
NYSGUYS@NYSENTERPRISES.COM  
**Salesperson email**  
GARY@NYSENTERPRISES.COM

**PROPOSAL 24-0430-1 / 6/25/2024**

# Project Proposal

**JOB NAME** Station 82 - Asphalt/Curb

**ADDRESS** 9811 Chapel Hill Rd, Lake Stevens, WA, 98258

**CLIENT**

Snohomish Regional Fire &  
Rescue  
Michael Frymire

**CONTACT**

425-446-0590  
michael.frymire@srfr.org



# Proposal

## PROPER PEOPLE, PROPER MATERIALS, PROPER EQUIPMENT

Cont. Lic. #NYSENI\*107D6

Dear Michael Frymire,

Thank you for the opportunity to bid on your project. This proposal was prepared based on our understanding of your requirements. There may be other approaches that better meet your needs. The best approach depends on many factors including:

- Your long-term intentions for the property.
- The age of your lot.
- The amount of traffic and size of vehicles.
- The current construction of the lot.
- The existing base and sub-base material.
- The thickness of the existing pavement.
- Your budget for the project

Only when all of these issues (and many more) are considered, can we develop a specific proposal that fits your pocketbook and makes sense for your lot. We never approach projects with one solution in mind. If it has to do with parking lots, we can do it! The value we offer is in finding and meeting our customers' real needs. We make sure you are getting the best value for your dollar. Nys Enterprises strives to build the best possible relationship with our clients, so the project you choose to undertake with us is comfortable and transparent. We look forward to working with you!



### Your choice for Commercial Asphalt Services in the Seattle Area

***NYS is the name you can trust with all of your parking lot needs today and tomorrow. Your investment starts here. It is this simple notion that keeps our clients happy and returning for continuous projects.***





## Proposal continued

### ASPHALT PAVING

#### Square Footage: 12,825

Grind and remove as necessary for transitions and drainage.

Tack and lay matting and pave hot asphalt class B mod to ensure to have total thickness of 5 inches.

Set existing Catch basin to proper grade the failing asphalt area is flat and water is sitting on top of the asphalt causing it to fail even quicker.

Roll to proper compaction.

Seal edges.

#### General project details:

- Turn off automatic sprinklers one day in advance
- We will need access to water source
- Ensure large objects and dumpsters are out of the way of the work area
- All vehicles and large objects should be moved prior to 6am on the day of the scheduled work.
- On the day of the project, if there are cars or large objects in the way and we incur any stand by time or need to make a return trip then there may be a minimum fee of \$950.00.
- Fresh asphalt can be driven on 24 hours or after barriers are removed, but please note that you may notice tire tracking for up to one year after completion, especially on warm days. This is normal and merely cosmetic and does not impact the structural soundness of the asphalt in any way.
- We will block off our area of work and then open it as quickly as possible to minimize impact but residents and tenants should stay off of this area while blocked. Sometimes people ignore our barriers and we can't be held responsible for this or any damage that occurs due to this.

Price: \$83,267.00

### EXTRUDED CURBING

R x R all extruded curb and put back new

**Note: Price does not include repainting of curb.**

NOTE: PROPOSAL INTENTIONS IS TO PROVIDE PRICE POINTS AND SOLUTIONS TO BE CONSIDERED. THE OPTIONS PROPOSED ARE BASED ON THE LONG-TERM / BUDGET CONSIDERATIONS FOR YOUR INVESTMENT. CURBING DAMAGE CAN RANGE ANYWHERE FROM CRACKING TO COMPLETELY CRUMBLED. ALL REPAIRS ARE JUST BASED ON A LF PRICE. WE HIGHLY RECOMMEND MEETING WITH OUR TEAM TO



PAINT OUT EXACT AREAS OF REPAIR AND AGREE ON A TOTAL LF.

General Project Details:

- Once we receive your site map we will review it and make any important notations for you, such as phasing, and we will return this to you so that you can advise tenants and residents.
- All vehicles and large objects should be moved prior to 6am on the day of the scheduled work. On the day of the project, if there are cars or large objects in the way and we incur any
- stand by time or need to make a return trip to finish missed areas then there may be a minimum fee of \$950.00.
- Concrete/Curbing takes a minimum of 12 hours to cure and dry and foot traffic should be kept off the area during that time and vehicle traffic should be kept away from this area for approximately 48 hours.
- We will block off our area of work during our time on site, but sometimes people ignore our barriers and we can't be held responsible for any damage that occurs due to this or after our departure. For an additional charge of \$65/hour we will provide a guard to watch the area of work so that it isn't damaged.
- Concrete doesn't always dry the color or texture expected. It's a highly imperfect material and this is the nature of it. Concrete may also crack during the curing process and this is normal and cosmetic only.
- Curbing needs to cure for approximately 30 days before painting.
- Provide tow company and authorize NYS to tow or move cars on your behalf
- Turn off automatic sprinklers one day in advance
- Advise tenants and residents of pertinent project information, such as dates, times and parking requirements to ensure smooth process
- Ensure entire work area is accessible to our crews and equipment
- We will need access to water source

Price: \$7,885.00

TOTAL PRICE OF THIS PROPOSAL AS PRESENTED:

\$91,152.00



# Agreement

Nys Enterprises proposes to furnish material and labor to perform the work outlined herein for the sum of:  
**\$91,152.00**

All material is guaranteed to be as specified, and the above work is to be performed in accordance with drawings and specifications submitted for the above work.

1. Obstructions: If there are any obstructions such as garbage bins, cars etc., in the area of proposed work, they should be removed before the work begins. Additional costs of \$950.00 per hour.
2. Landscaping: All landscaping foliage such as trees, shrubs, ground cover, etc., that may overhang any curbs, header boards or work areas must be trimmed by OWNER before the commencement of work. NYS ENTERPRISES, INC. is not responsible for any damage incurred to landscaping during construction.
3. Irrigation: If there are any automatic sprinklers for your landscaped areas, they should be turned off at least 24 hours prior to, and remain off for 24 hours after this work. NYS ENTERPRISES, INC. is not responsible for damages incurred due to irrigation during the project as outlined above.
4. Tracking Material: NYS ENTERPRISES, INC. is not responsible for the cleaning or cost of cleaning any carpet, concrete, etc., stained as a result of people walking or driving through the new construction area.
5. Organic Material: If weed kill or moss kill is included NYS ENTERPRISES, INC. will not be responsible for any subsequent growths of horsetail weed, morning glory, deep-rooted ferns, or perennials that have not reached maturity prior to application. Also, due to local environmental conditions NYS ENTERPRISES, INC. will not be responsible if moss re-appears after application.
6. The scope of work outlined in this contract pertains specifically to the client's physical property. Any accepted work performed beyond the client's property lines is not within the purview of this agreement. NYS Enterprises holds no liability for issues, damages, or consequences arising from work completed outside the client's property lines. It is the responsibility of the client to clearly communicate and define property boundaries to avoid any misunderstandings.

**Additional Costs:** If additional trips are required to complete the contract as a result of any items listed in 1-5 there will be an extra trip charge of a minimum of \$1, 500.00 for each required trip. Due to price increases for oil added into asphalt, surcharges may apply and be billed after the initial signing of contract.

Fuel costs are changing weekly by our suppliers and trucking companies. We are receiving surcharges for fuel and asphalt. We will be passing these increased charges on without notice.

**Insurance:** Public Liability and Labor and Industries Insurance on contracted work is to be taken out by NYS ENTERPRISES, INC. A Certificate of Insurance will be provided prior to the start of the project, any modifications beyond the standard certificate, such as additional insured endorsements, will be billed to you at our cost.

**Damages:** NYS ENTERPRISES, INC. will only be held liable for damage or disrepair to the said property when it is directly attributed to negligence by an employee of NYS ENTERPRISES, INC. .

**Guarantee:** All materials and workmanship are guaranteed for one year from date of completion.

**Exclusions:** Unless otherwise stated in this Agreement, NYS ENTERPRISES, INC. is not responsible for the following: Permits, fees, engineering, testing, staking, over-excavation, off haul or treatment of unsuitable sub-grade or base rock, and/or off haul of contaminated material, cracks caused by ground movement, work performed by others, acts uncontrolled by man, or any other work not specifically stated in this agreement.

A 40% deposit may be invoiced upon contract approval. Payment is due upon completion. Unless other arrangements have been made 1.5% per month finance charge will be assessed after 30 days. Note: Proposal is valid for (30) days. **Proposal price does not include sales tax.**

Respectfully Submitted:

Upon the signature of both parties, the above prices, specifications, and conditions are hereby accepted. NYS ENTERPRISES, INC. is authorized to perform the work as specified. Payment will be made as outlined above.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Manager: Michael Frymire



## Disclosure Statement Notice to Customers

Business Name: Nys Enterprises Inc.

This contractor is registered with the state of Washington, registration no. 601232802  
has posted with the state a bond or deposit of \$12,000.00 for the purpose of satisfying claims  
against the contractor for breach of contract including negligent or improper work in the conduct of the  
contractor's business. The expiration date of this contractor's registration is 04/14/2025.

***THIS BOND OR DEPOSIT MIGHT NOT BE SUFFICIENT TO COVER A CLAIM THAT MIGHT ARISE FROM  
THE WORK DONE UNDER YOUR CONTRACT.***

This bond or deposit is not for your exclusive use because it covers all work performed by this contractor. The  
bond or deposit is intended to pay valid claims up to \$12,000.00 that you and other  
customers, suppliers, subcontractors, or taxing authorities may have.

***FOR GREATER PROTECTION YOU MAY WITHHOLD A PERCENTAGE OF YOUR CONTRACT.***

You may withhold a contractually defined percentage of your construction contract as retainage for a stated  
period of time to provide protection to you and help insure that your project will be completed as required by  
your contract.

***YOUR PROPERTY MAY BE LIENED.***

If a supplier of materials used in your construction project or an employee or subcontractor of your contractor  
or subcontractors is not paid, your property may be liened to payment and you could pay twice for the same  
work.

***FOR ADDITIONAL PROTECTION, YOU MAY REQUEST THE CONTRACTOR TO PROVIDE YOU WITH  
ORIGINAL "LIEN RELEASE" DOCUMENTS FROM EACH SUPPLIER OR SUBCONTRACTOR ON YOUR  
PROJECT.***

The contractor is required to provide you with further information about lien release documents if you request it.  
General information is also available from the state Department of Labor and Industries.

I have received a copy of this disclosure statement.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ of the year \_\_\_\_\_.

\_\_\_\_\_  
Signature of Customer

*The contractor must retain a signed copy of this disclosure statement in his or her files for a minimum of three years and  
produce a signed or electronic signature copy of the disclosure statement to the department upon request.*

For more information, please refer to [RCW 18.27.114](#).



JEFF MASON (206) 227-6410 (CELL)

## Michael Frymire

---

**From:** office@fidalgopaving.com  
**Sent:** Friday, May 24, 2024 3:00 PM  
**To:** Michael Frymire  
**Subject:** RE: Snohomish Regional Fire & Rescue

No problem, Jeff is very thorough when it comes to the work we do, and likes to ensure projects are done correctly, so he is happy to help.

Over the last 5+ years we have worked at the following stations:

1. Shoreline Fire Department – 1410 NE 180<sup>TH</sup> STREET, SHORELINE, WA 98155
2. Silvana Fire Department (2019 & 2023) - 2720 212<sup>TH</sup> ST NW, STANWOOD, WA 98292
3. North County Fire & EMS Station – 3231 300<sup>TH</sup> ST NW, STANWOOD WA 98292
4. Camano Island Fire & Rescue – 1326 ELGER BAY RD, CAMANO ISLAND W 98282
5. Fire District 18, Station 90 – 3002 252<sup>ND</sup> ST NE, ARLINGTON WA 98223

Have a great weekend, and keep us updated.

Kate Anderson  
 Fidalgo Paving & Construction, LLC.  
 16825 45 Road  
 Arlington, WA 98223  
 (360) 652-2380  
[office@fidalgopaving.com](mailto:office@fidalgopaving.com)

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**From:** Michael Frymire <Michael.Frymire@srfr.org>  
**Sent:** Friday, May 24, 2024 2:17 PM  
**To:** office@fidalgopaving.com  
**Subject:** RE: Snohomish Regional Fire & Rescue

I want to let you know that I will be passing on this information to the board and your helpfulness. Thanks again.

Jeff mentioned that you just completed some work for another local department, who might that be?

Michael Frymire



Michael Frymire [He / Him / Dude]  
 Snohomish Regional Fire & Rescue  
 Logistics Division  
 21709 99th Ave SE, Snohomish, WA 98296  
 Cell: (425) 446-0590



PO Box 2260 | Renton, WA 98056  
p: 425.254.1820 | f: 425.254.1821  
www.nwasphalt.com

# Quotation

Quoted to: **Snohomish Reginal fire & Rescue**  
Attn: **Michael Frymire**  
Address:

Phone: 425-446-0590  
Email: [michael.frymire@srfr.org](mailto:michael.frymire@srfr.org)

Quote Date: 7/1/2024  
Estimator: Shane Olson  
Phone: 206-255-3130  
Email: [shane@nwasphalt.com](mailto:shane@nwasphalt.com)

Project: **Fire Station 82**  
Location: **9811 chapel Hill road lake stevens 98258**

QTY.	UNITS	DESCRIPTION	\$/UNIT	AMOUNT
10,800.00	SF	<b>ITEM 1.) Parking lot remove and replace.</b> Remove existing asphalt 5" in depth dispose of material. Remove extruded concrete curb. Fine grade for slope. Pave with 5" of HMA 1/2" in 2 lifts. Install 420 lin ft of concrete extruded curb. Restripe to match existing.  prevailing wadge included.  If sales tax applies at 9.3% to above pricing.	LS	\$ 81,650.00
<b>Please note:</b> <ul style="list-style-type: none"><li>• Prices for above stated items only.</li><li>• Prices are based on the current cost of liquid asphalt and are subject to change.</li><li>• Prices specifically exclude traffic control, permitting and testing.</li></ul>			<b>TOTAL</b>	<b>\$ 81,650.00</b>
SALES TAX WILL APPLY UNLESS CURRENT RESELLER PERMIT IS ON FILE TERMS & EXCLUSIONS ARE LISTED ON LAST PAGE. ACCEPTANCE OF THIS QUOTATION ACCEPTS THESE TERMS & EXCLUSIONS.				

Are you a contractor? Yes ☐ No ☐ Contractor Lic. # \_\_\_\_\_  
Do you require retention withheld? Yes ☐ No ☐ Retention % \_\_\_\_\_  
Are you exempt from sales tax? Yes ☐ No ☐ Resale Permit # \_\_\_\_\_



10910 26<sup>th</sup> Ave S  
Lakewood, WA 98499  
Office: (253) 474-5616  
Fax: (253) 474-5677  
www.pugetpaving.com

<b>To:</b> _____ Estimating	<b>Contact:</b> _____
<b>Address:</b> _____	<b>Phone:</b> _____
	<b>Fax:</b> _____
<b>Project Name:</b> Snohomish Regional Fire And Rescue	<b>Bid Number:</b> 2024-539
<b>Project Location:</b> 9811 Chapel Hill Rd, Lake Stevens, WA	<b>Bid Date:</b> 7/1/2024

Item #	Item Description	Total Price
001	1. Remove And Dispose Of The Asphalt Full Depth, Grading, And Install 5" Of Asphalt. 10,800SF The Entire Area From Entrance To Exit Aprons. 2. Subgrade Repair And Regrade Front Drive/apron For Drainage. Drive Has Several Uneven Areas That Will Need To Be Corrected. 3. Replace Curbing. 420 LF 4. Repaint Existing Parking Space Lines-6 Stalls 5. Tentative Schedule Would Be August Or September.	\$99,550.00

**Total Bid Price:** \$99,550.00

#### Notes:

- JOB HAS BEEN BID AT PREVAILING WAGE**
- Unless otherwise specified, proposal does not include: permitting, bonding, engineering or architectural services, staking or surveying, as-built drawings, traffic control, state sales or other taxes, saw cutting, compaction testing, utility locates, curbing or striping, subgrade stabilization, concrete protection, utility adjustments or patching around utilities, or holiday, weekend, or night work.
- All work to be completed in a workmanlike manner according to standard practices.
- Subgrades, if not prepared by Puget Paving, shall be firm and unyielding and graded to drain at a 1% slope minimum to qualify for any warranty. Grades prepared by others are subject to inspection by Puget Paving Staff and, if found defective, an additional release and waiver may be required prior to paving. Puget Paving cannot be responsible for subgrade failures that result from any reason other than negligence on the part of Puget Paving. If Puget Paving paves or imports crushed rock on subgrade prepared by others and exceeds the asphalt or crushed rock tonnage by 105% of the planned quantity, and/or if the overage was the result of poorly prepared or soft subgrade, including but not limited to deviations of more than +/- one tenth to balance, may result in an additional charge.
- Puget Paving & Construction, Inc. shall not be responsible for weak or unsuitable subgrade, or damage to or breakage of any known underground or aboveground facility except that which is due to negligence on the part of Puget Paving & Construction, Inc..
- Puget Paving reserves the right to not proceed with paving on a scheduled day if weather on that day and location (precipitation/temperature) violates current WSDOT specifications--specifically, WSDOT specs disallow any asphalt paving at less than 42 deg F for 2" lifts and 35 deg F for 3" lifts and on any wet surface. Precipitation limitations apply depending on severity. If a customer/prime contractor demands that paving proceed in violation of weather specs, an additional release and waiver of warranty may be required prior to commencement of any paving.
- Any alterations or deviations from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate.
- All agreements contingent upon strikes, accidents, or weather delays beyond our control.
- This proposal shall serve notice of our intent to lien or make bond claims against property improved upon should payment not be received in full upon completion.
- Puget Paving carries the following liability insurance coverage:
  - General Liability \$1,000,000 Occurrence / \$2,000,000 Aggregate / Deductible \$2,000
  - Blanket Additional Insured per Written Contract: Products/Completed Operations w/Primary & Non-Contributory WNG139 06/18
  - Waiver of Subrogation / General Liability Enhancement Endorsement: CGMU0009 06/22
  - Per Projects General Aggregate: CG2503 05/09
  - Auto Liability: \$1,000,000 Combined Single Limit
  - Blanket Additional Insured, Waiver of Subrogation Enhancement: WNCA80 06/19
  - Umbrella: \$5,000,000 Limit. Excess Liability: \$5,000,000
  - Pollution Liability: \$2,000,000 Occurrence / \$2,000,000 Aggregate / Deductible: \$10,000
- Any contractual requirement to carry more insurance than that listed above may require an additional charge over and above this proposal
- Puget Paving is not signatory to any labor union. Any contractual requirement to sign a project-specific labor agreement may require an additional charge.



A-1 Asphalt Paving Inc.

**25210 45 PL S**

**www.a1asphalt.net KENT, WA 98032**

**(253)630-6676 (253)964-8283(425)454-7789 fax : (253)639 -5588**

**35 years experience    “family locally owned” A1aspap957dc, bonded, licensed**

Name/ Address
<p>Snohomish regional fire</p> <p>Michael frymire</p> <p>425-446-0590</p> <p>9811 chapel hill road</p>

## Inder/ Amrik

**date:5/24**

Description	Amount
WE PROPOSE TO FURNISH THE NECESSARY LABOR, MATERIALS, & EQUIPMENT TO INSTALL THE FOLLOWING: Total sq ft 10800 Sawcut asphalt Remove and haul asphalt Grade and compact base Apply sterilizer Place crushed gravel and compact Place 5 inch hma asphalt Replace 420 lf curbing 6 stalls  Prevailing wage One year warranty Seal edge with 4000 AR  <u>Terms and condition of payment</u> 100% after completion Exclude: permit, utility adjustments, and compaction testing costs.	64990.00
SUBTOTAL TAX TOTAL	64990.00

Unless noted, we have made no allowances for locating any excavation, sub-base grading, drainage work, permit, parking stall line painting or making good damage to existing Pavement.

ACCEPTANCE SIGNATURE – PLEASE SIGN

FOR A 1 ASPHALT PAVING CO.

# Northshore Paving llc

70



P.O. Box 516 - Woodinville, WA. 98072  
Phone: 425-488-7725 - Fax: 425-402-8732  
License # NORTHPI 131 N4



## - Proposal -

PROPOSAL SUBMITTED TO:  
Snohomish Regional Fire & Rescue

Date: 6/7/2024

BILLING ADDRESS:

Contact: Michael Frymire  
Phone: (425) 446-0590  
E-mail: [michael.frymire@srfr.org](mailto:michael.frymire@srfr.org)

JOB NAME AND LOCATION:  
Station 82 Parking Lot  
9811 Chapel Hill Road  
Lake Stevens, WA 98258

NSP Job #:

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES SUBJECT TO ALL TERMS AND CONDITIONS AS SET FORTH, AS FOLLOWS:

### \*BID AT PREVAILING WAGE RATES\*

#### Remove & Replace Parking Lot -

* Grind existing asphalt and haul away	+/-10,340 SF
* Import, place and grade additional crushed rock	+/-75 TN
* Fine grade and compact existing material	+/-10,340 SF
* Pave w/ 3" of HMA in one lift	+/-10,340 SF
* Extruded Curb	+/-420 LF
* Parking Stall Lines (6ea to match original)	6 EA
Subtotal	\$ 71,084.00
Sales Tax 9.30%	\$ 6,610.81
Total	\$ 77,694.81

**EXCLUSIONS:** Any Work Not Listed Above, Engineering, Testing, Traffic Control, Utility Adjustments, Prime Coat, Saw cutting, Sweeping, Permits, Fees, Misc. Patches, Survey, Material Transfer Device, Barricades, Sealcoating, Relocating Existing Utilities, Compaction Testing, Erosion Control, De-watering, Moving Obstructions, Coring, Towing, Notice Posting, Union Agreements, any and all union costs, and Insurance In Excess Of Current Limits.

**TERMS:** Pricing Void After 30 Days, Net Cash upon job completion, All jobs are subject to sales tax if a resale permit is not provided.  
Jobs in excess of 30 days duration - Terms: Net Cash upon receipt of Progress Billing.

**CONDITIONS:** 1) This agreement is subject to Northshore Paving llc approval of purchaser's credit within ten days of the date of acceptance. 2) Northshore Paving llc shall not be liable for damage to or breakage of septic tanks, sprinkler systems, underground pipes and/ or conduits not visible from the surface of the ground nor for any damage to approaches (including sidewalks) from the street to the property line. 3) It is agreed if case suit is instituted to collect amount due on this contract or any portion thereof, reasonable attorney's fees and court costs will be added to this contract. 4) Soil sterilization (weed killer) if included in contract, will be applied at rates specified by manufacturer. Northshore Paving llc will not be responsible for any subsequent growths of horsetail weed, morning glory, deep-rooted ferns or perennials which have not reached maturity prior to application or the re-growth of moss. 5) A finance charge of 1.5% per month will be charged on past due accounts plus reasonable attorney's fees and/ or collection costs. 6) Quotations subject to change or cancellation after 30 days. 7) All agreements are contingent on strikes, accidents, delays of carriers and other delays unavoidable or beyond our control. 8) Northshore Paving Inc. shall not be responsible for sub grade failures, unsuitable sub grade or base rock, work performed by others, or acts uncontrolled by man. 9) Any and all state, county, municipal permits required for the above mentioned improvements will be obtained by purchaser unless otherwise stipulated in this proposal. 10) Northshore Paving llc assumes all jobs to be NON-Public Works and completed during normal workday hours, unless specified above. 11) Northshore Paving llc does not guarantee drainage on grades less than 1%. 12) Prices are based on current material wholesale costs. Contracts extending into a new calendar year are subject or revision of price when an increase occurs. 13) This Proposal must be included with the contract documents. 14) Northshore Paving llc is not responsible for any damages to vehicles or personal property in working area. 15) Northshore Paving llc does not guarantee asphalt to be an impervious surface. 16) Unmoved obstructions will not be moved by Northshore Paving llc, an additional mobilization charge will be added to come back out to pave under any obstructions not moved including but not limited to dumpsters. 17) Everything is bid for one mobilization unless otherwise noted in proposal. Any additional mobilizations for any reason will be an extra charge to the customer. 18) Northshore recommends that new asphalt be seal coated. 19) Northshore Paving is Non-union and will not enter into any union agreements or costs. 20. Effective April 1st, 2022 any supplier energy surcharge passed onto Northshore Paving will now be passed directly to the customer and billed on your invoice in addition to the above listed bid. 21. Invoice will be sent with amount due, customer has ten days to respond with any dispute or the full amount billed is accepted as due by customer.

By Signing below I hereby agree to and be held liable to all of the above mentioned contact entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Customer Authorized Signature:

Northshore Paving Inc. Authorized Signature:

X

Printed Name/ Company:

Printed Name:

Dillon Nelson 425-443-6407

**STATEWIDE PARKING LOT SERVICES, INC.****Estimate**

33920 211TH PL SE  
AUBURN, WA 98092  
(253) 630-1956

Date	Estimate #
5/23/2024	5445

Name / Address

SNOHOMISH FIRE DISTRICT 7  
MICHAEL FRYMIRE  
425-446-0590

P.O. No.	Estimator
	CJ

Qty	Description	Rate	Total
	FIRE STATION 85 9811 CHAPEL HILL ROAD LAKE STEVENS, WA		
2	WEEKDAY MOB/FUEL	850.00	1,700.00
10,432	(YELLOW) SQ FT REMOVE AND REPLACE 3" ASPHALT	6.50	67,808.00
	RE-GRADE FRONT DRIVE APRON FOR DRAINAGE	750.00	750.00
193	TONS OF ASPHALT DUMP FEES	17.00	3,281.00
	LAYOUT AND STRIPING-8 STALL LINES	850.00	850.00
418	(BLUE) LN FT REMOVE AND REPLACE 8" CONCRETE	30.00	12,540.00
	EXTRUDED CURBING		
	IF NEEDED: PERFORMANCE BOND-\$1000.00 (NOT IN TOTAL)		
	PREVAILING WAGE		
	SALES TAX HAS NOT BEEN ADDED TO THIS ESTIMATE	0.00	0.00
	PLEASE VISIT OUR WEBSITE FOR PICTURES OF	0.00	0.00
	COMPLETED JOBS, WWW.STATEWIDEPARKINGLOTS.COM		
	9.3	9.30%	0.00

PLEASE CONTACT US TO APPROVE THIS JOB!

**Total**

\$86,929.00

OFFICE@STATEWIDEPARKINGLOTS.COM

## PROPOSAL



PROPOSAL #

24183

Asphalt and Concrete Solutions

Project name Station 82  
Date prepared 6/12/2024

JOBSITE INFORMATION

Property name Station 82  
Contact Michael Frymlre  
Address 9811 Chapel Hill Rd  
City, State ZIP Lake Stevens, WA 98258  
Phone  
Email [michael.frymlre@srfr.org](mailto:michael.frymlre@srfr.org)

BILLING INFORMATION

Company Snohomish Regional Fire And Rescue  
Name Michael Frymlre  
Address 9811 Chapel Hill Rd  
City, State ZIP Lake Stevens, WA 98258  
Phone  
Email [michael.frymlre@srfr.org](mailto:michael.frymlre@srfr.org)

SCOPE OF WORK

Asphalt	Remove and dispose approx. 10800 Sqft of asphalt 5" thick. Grade and compact base material as needed. Install 5" new class B HMA in 2 lifts. Seal edge at entry.	\$	81,955.00
Curbing	Remove approx. 420 lf of curbing. Install approx 420 lf of new curbing	\$	12,416.00
Striping	Re-stripe to match existing layout including 2 ADA spaces	\$	2,822.00

TOTAL QUOTE  
(Does not include sales tax)

\$ 97,193.00

Rain City Paving, Inc. - PO Box 913, Woodinville, WA 98072

Telephone: (425) 229-3417

Contractor License # - RAINCCP855CK

Page 1 of 2















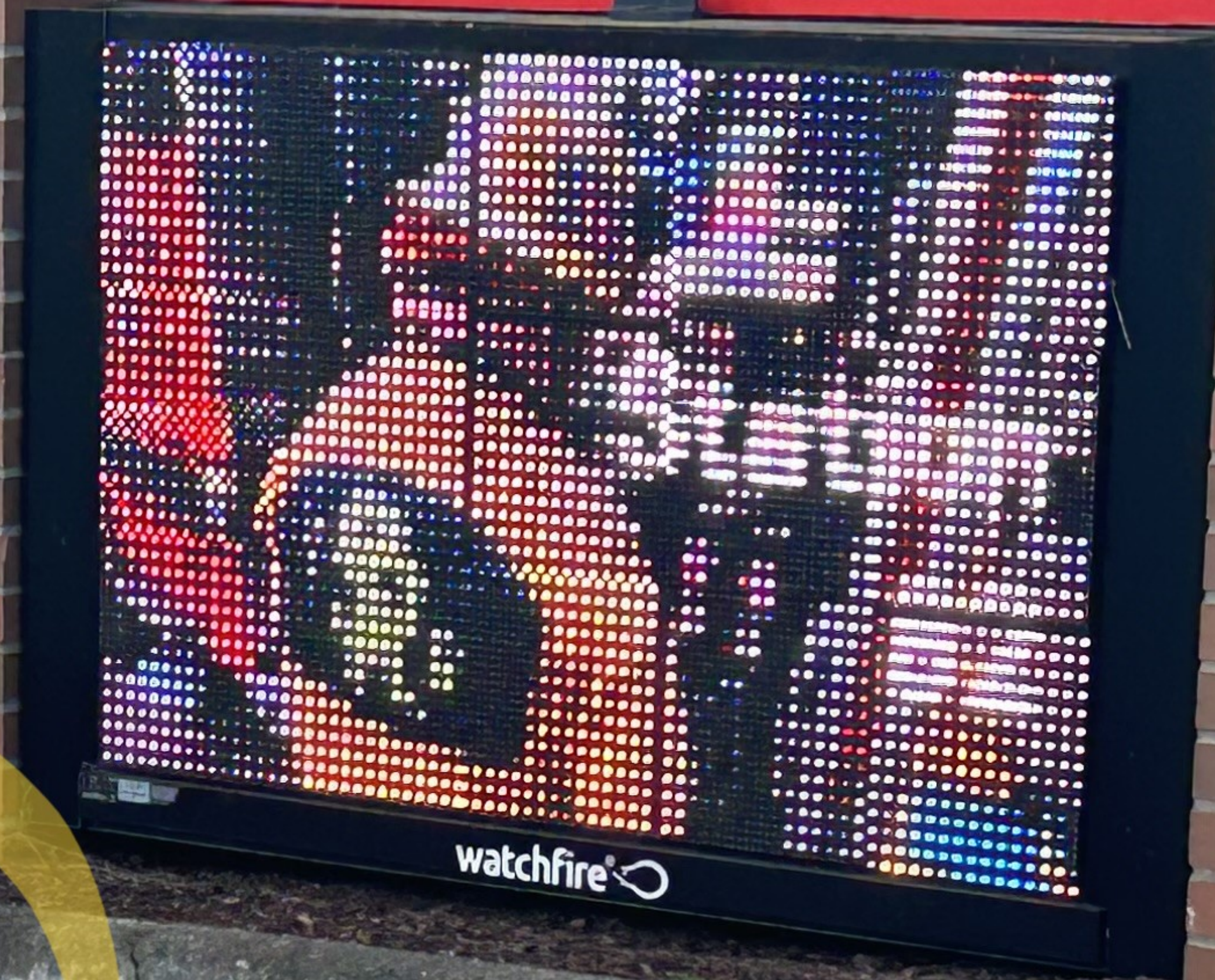








FIRE & RESCUE  
STATION 82



FOR SALE  
Call 530-740-2000  
www.realty.com









# NEW BUSINESS

## ACTION





## SNOHOMISH REGIONAL FIRE & RESCUE

163 Village Court,  
Monroe, Washington 98272  
(360) 794-7666 (Fax (360) 794-0959  
[www.firedistrict7.com](http://www.firedistrict7.com)

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### AGREEMENT TO PROVIDE MEDICAL BENEFITS IN EXCHANGE FOR EARLY RETIREMENT

This Agreement is entered into by and between the Snohomish Regional Fire & Rescue, a Washington Municipal Corporation (District), and Marinda Leber, a PERS employee of the District ("Employee").

#### **RECITALS:**

- A. District is a Washington municipal corporation which employs employee.
- B. Employee is a PERS employee of the District having first been employed as an employee with the District on April 3, 2006.
- C. Employee meets all of the eligibility requirements to retire. Employee is at least 62 years of age, vested in the PERS System, and otherwise eligible to retire, but is not yet eligible for Medicare.
- D. Employee and District recognize that the cost of health insurance discourages many, including employee, from retiring prior Medicare eligibility.
- E. The District has determined that employees who are vested in the PERS System, otherwise eligible to retire, and who elect to retire before Medicare eligibility, provide a cost savings to the District which can be shared with such retirees by the District providing and paying a retiree medical benefit to those individuals on the following terms and conditions.

#### **Now based upon the above recitals it is agreed as follows:**

1. Employee agrees to and shall retire effective on the 15th day of April 2024. In exchange for employees agreement to retire, on the 1st day of May 2024, the District agrees to and shall pay fifty percent (50%) of the cost for employee's health insurance as well as a \$75.00 monthly contribution to the employee's VEBA account from and after employee's effective date of retirement, on the terms and conditions as set forth in **Resolution 2024-5** adopted by the Board of Commissioners, a copy of which is attached hereto as Exhibit A. Such obligation is a matter of contract between the District and Employee, and is enforceable as such.

2. The employee shall pay the employee's fifty percent (50%) share of the insurance by the 7<sup>th</sup> of the month prior to the insurance coverage month.
3. This agreement supersedes any effective date of the attached Resolution and shall survive its expiration.  
The Resolution is attached simply to show the terms and conditions of the Agreement as incorporated via said Resolution.
4. It is agreed this Contract shall survive any merger, consolidation or R.F.A. by the District with any other District, municipality or Department, and that the District agrees to and shall provide that such Contract is honored and effective by and in any merged District or operations. The District agrees not to enter any merger, consolidation or R.F.A. agreement that otherwise impairs this Contract.
5. Annually the retiree shall be required to report any other insurance coverage provided to the retiree on a department Insurance Status Request form. Failure by the retiree to complete and return this form may result in the denial of future insurance coverage.
5. In the event the retiree is provided other medical insurance such as through other employment or spouse (but not limited to that) at no expense to the employee or spouse, the retiree shall immediately notify the District or its successor in writing of such receipt and the District or successor shall immediately cease providing medical coverage as set forth in this Agreement. In the event the retiree has available to him/her, a comparable insurance at a lower rate than the insurance provided by the District or successor, the retiree will enroll in that plan and the District or its successor will reimburse the cost of the premium up to the amount described in Exhibit A. If for any reason the retiree loses the other medical coverage as described above, he or she shall immediately notify the District or successor in writing prior to the lapsing of the coverage and the District or successor shall again provide medical coverage as set forth in **Section 2 of Exhibit A**. Failure to notify the District or its successor of the availability of other medical insurance shall subject the employee to liability and recoupment by the District or its successor for the cost of any premiums where insurance was provided by the District or its successor when the retiree had available to him/her other medical insurance as set forth above.
6. Should the retiree be denied coverage by the District or its successor, he/she shall have the right to appeal the decision to the District. The appeals board shall be comprised of 2 members from Labor, 2 members from Administration and 1 Commissioner. It shall be the responsibility of the retiree to provide all documentation to validate his/her appeal.

Dated this 25<sup>th</sup> day of July, 2024.

\_\_\_\_\_  
Snohomish Regional Fire and Rescue Board  
Member

by and through its Board of Commissioners

\_\_\_\_\_  
Marinda Leber, Administrative Specialist

Agreed to and approved by By: \_\_\_\_\_

Its \_\_\_\_\_

**SNOHOMISH REGIONAL FIRE AND RESCUE****RESOLUTION #2024-5****A RESOLUTION TO ESTABLISH AN EARLY RETIREMENT INCENTIVE PROGRAM FOR PERS 2 AND PERS 3 EMPLOYEES**

**WHEREAS**, The Board of Fire Commissioners of Snohomish Regional Fire and Rescue have found it in the best interest of the district and its employees to establish an early retirement incentive for PERS 2 and PERS 3 employees;

**WHEREAS**, The Board of Fire Commissioners of Snohomish Regional Fire and Rescue recognize that the cost of health insurance discourages employees from taking retirement prior to age 65;

**WHEREAS**, The Board of Fire Commissioners of Snohomish Regional Fire and Rescue has determined that replacing employees at retirement age with new employees provides a cost savings that can be shared with retirees by establishing a retiree medical benefit.

**WHEREAS**, The Board of Fire Commissioners of Snohomish Regional Fire and Rescue have found that an early retirement incentive generates net savings to the district from regular salaries, longevity, and vacation.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF SNOHOMISH REGIONAL FIRE AND RESCUE, SNOHOMISH COUNTY, STATE OF WASHINGTON THAT:**

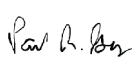
1. To participate in the early retirement incentive program, employees must be at least 62 years old on the date of their retirement, and their age plus years of service at Snohomish Regional Fire and Rescue must equal 78 or more. Also, the employee must be eligible for PERS 2 or PERS 3 retirement.
2. During months when eligible retirees have other outside health insurance, the district will not pay for their insurance under this incentive. Retirees are required to notify the district if they have other insurance coverage, or they will forfeit any available future coverage under this incentive. The retirement medical and VEBA benefit will end after 3 years or upon the employee's eligibility for Medicare, whichever comes first.
3. Except for employees retiring in 2024, employees wishing to retire and use this benefit must notify the district by July 1<sup>st</sup> of the preceding year. Notification must include the date of separation/retirement.
4. An employee who gives notice of retirement to the district, and is approved for the benefit, but then subsequently does not retire on the date specified in the notice, will permanently forfeit eligibility for this benefit.
5. The monthly medical and VEBA benefits will be based upon 50% of the medical premiums then in effect for a single employee, plus \$75 in VEBA benefits per month. The retiree will be responsible for paying 50% of the benefits.
6. Each year, the calculated gross savings for each retiree as calculated for that year shall be transferred from the general VEBA fund into the retirement reserve account until the estimated total cost of the retirement medical and benefit has been funded.
7. The retirement medical and VEBA costs shall be paid from the retirement reserve account.
8. The Board of Fire Commissioners shall have the unilateral right to modify, change, or rescind the Resolution at any time for the years following 2024 based on economic circumstances as determined by the Board.

**ADOPTED AT A MEETING OF THE BOARD OF FIRE COMMISSIONERS, SNOHOMISH REGIONAL FIRE AND RESCUE THIS 27TH DAY OF JUNE 2024.**

  
Rick Edwards, Commissioner

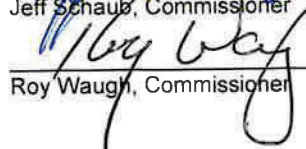
  
Tracy Elmore, Commissioner

  
Randy Fay, Commissioner

  
Paul R. Ben

  
Jeff Schaub, Commissioner

  
Jim Steinru

  
Roy Waugh, Commissioner

  
Attest to: District Secretary

Brian Swure





# EXECUTIVE SESSION

