



# **COMMISSIONER BOARD MEETING**

**MARCH 26, 2026**

**5:30 PM**

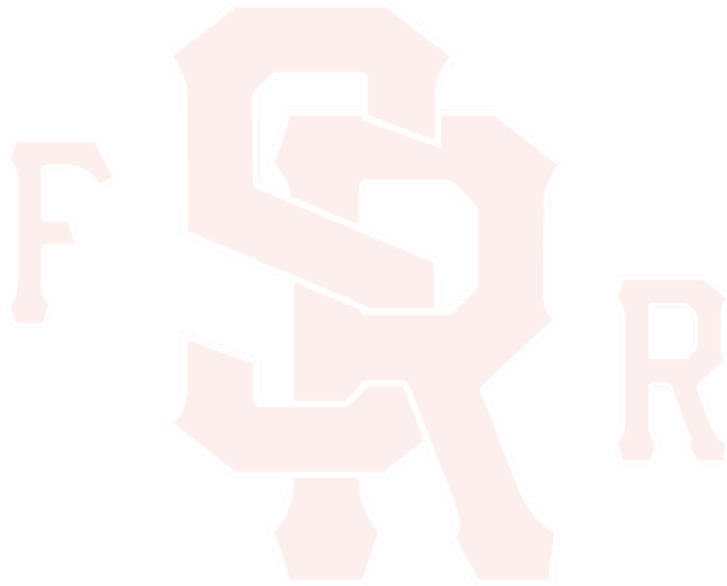
**SRFR STATION 31 TRAINING ROOM**

**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

March 26, 2026, 1730 hours

**CALL TO ORDER**

**PUBLIC COMMENT**

**UNION COMMENT**

**DISTRICT HIGHLIGHTS**

Proclamation: American Red Cross Month

**CHIEF'S REPORT**

**COMMISSIONER REPORTS**

Meeting	Chair	Last Mtg.	Next Mtg.	Reporting
Capital Facilities	Schaub	3/16/26	5/18/26	Yes
Finance Committee	Steinruck	2/26/26	3/26/26	Yes
Sno911	Waugh	3/19/26	4/16/26	Yes
Sno-Isle Commissioners	Fay	3/5/26	4/2/26	No
Leadership Meeting	Schaub	1/22/26	TBD	No
Policy Committee	Schaub	3/12/26	4/9/26	No
Community Advisory Committee	TBD	11/12/25	6/10/26	No
Labor Management	Steinruck	3/2/26	3/30/26	No
Intergovernance Committee	Elmore	2/26/26	TBD	No
Lake Stevens City Council	Steinruck	3/24/26	4/13/26	Yes
Monroe City Council	TBD	3/24/26	4/13/26	Yes

**COMMITTEE MEETING MINUTES**

Policy Committee - March 12, 2026

Capital Facilities Committee - March 16, 2026

**CONSENT AGENDA**

**Approval of Vouchers**

Benefits Vouchers: 26-0720 to 26-0729; (\$881,562.80)

Accounts Payable Vouchers: 26-0730 to 26-0830; (\$995,242.04)



**Approval of Minutes**

Approve Regular Board Meeting Minutes March 12, 2026

**Approval of Snohomish County Fire Investigations ILA - Amendment #1**

**Approval of Purchase & Transfer Agreement F403 Spartan Diamond Air Unit - City of Kirkland**

**OLD BUSINESS**

Discussion

Action

**NEW BUSINESS**

Discussion

Policy 714 Artificial Intelligence

Action

**GOOD OF THE ORDER**

**ATTENDANCE CHECK**

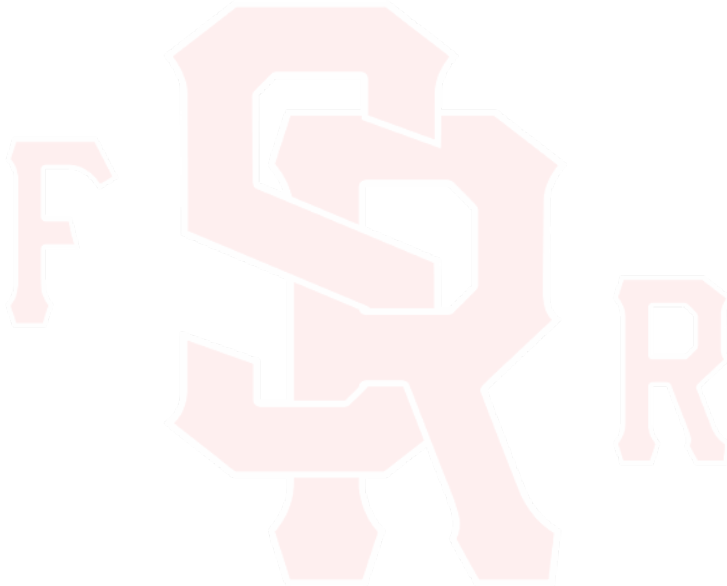
Regular Commissioner Meeting Thursday, April 9, 2026, at 1730 - Station 31 Training Room/Zoom

**EXECUTIVE SESSION**

**ADJOURNMENT**



# DISTRICT HIGHLIGHTS





**SNOHOMISH REGIONAL FIRE & RESCUE  
BOARD OF COMMISSIONERS**

**PROCLAMATION RECOGNIZING THE AMERICAN RED CROSS  
MARCH 26, 2026**

**WHEREAS**, March is recognized nationwide as American Red Cross Month, honoring the vital role the Red Cross plays in supporting individuals and families during emergencies and disasters; and

**WHEREAS**, Snohomish Regional Fire & Rescue is committed to protecting life, property, and the well-being of our community; and

**WHEREAS**, when emergencies happen, the American Red Cross is there alongside first responders, providing immediate care, shelter, and support to those impacted; and

**WHEREAS**, Red Cross volunteers bring compassion, stability, and dignity to individuals and families in their most difficult moments, helping them take the first steps toward recovery; and

**WHEREAS**, this partnership allows our personnel to stay focused on the emergency at hand, knowing those affected are being cared for with professionalism and heart;

**NOW, THEREFORE, BE IT PROCLAIMED** that the Board of Commissioners of Snohomish Regional Fire & Rescue hereby recognizes and expresses its sincere appreciation to the American Red Cross for its service to our community; and

**BE IT FURTHER PROCLAIMED** that we honor the dedication of the volunteers and staff who show up at all hours to support our residents when they need it most.

**ADOPTED** this 26th day of March, 2026, by the Board of Commissioners of Snohomish Regional Fire & Rescue.

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Chairman Jim Steinruck

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Commissioner Davin Alsin

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Commissioner Rick Edwards

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Commissioner Troy Elmore

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Commissioner Randy Fay

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Commissioner Jeff Schaub

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Commissioner Roy Waugh

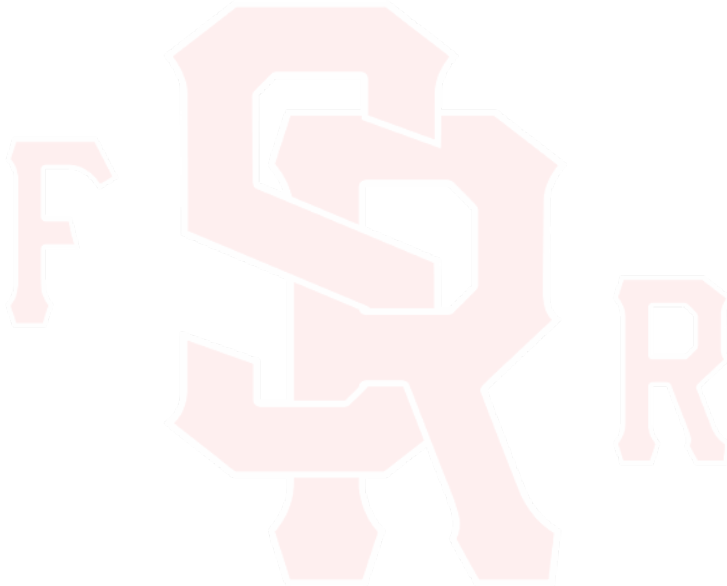


# CHIEF'S REPORT





# COMMISSIONER REPORTS





# COMMITTEE MEETING MINUTES





**COMMISSIONER POLICY COMMITTEE MEETING MINUTES**

**SNOHOMISH REGIONAL FIRE & RESCUE**

SRFR Station 31 Small Conference Room

163 Village Court, Monroe, WA 98272

March 12, 2026, 1630 hours

**ATTENDEES**

Chair Commissioner Schaub, Commissioner Elmore, Commissioner Fay, and HR Director Holtgeerts

**POLICY REVIEW**

Reviewed and advanced for full Board approval:

- Policy 714 Artificial Intelligence

Commissioner Fay asked for further clarification regarding section 714.5 – Is it the IT Manager or another member who will review the AI projects? Who will the members present their AI documents to for review? The Commissioners would appreciate a follow-up email from DC McConnell and then this would be ready to move forward for full Board approval.

**CLOSING COMMENTS**

N/A

**NEXT MEETING**

Thursday, April 9 at 1630 hours

**ADJOURNMENT**

Commissioner Schaub adjourned the meeting at 1641 hours.

*Jeff Schaub*

Chair Commissioner Jeff Schaub

*Commissioner Troy Elmore*

Commissioner Troy Elmore

*Randy Fay*

Commissioner Randy Fay

*HR Director Pamella Holtgeerts*

HR Director Pamella Holtgeerts

## Capital Facilities Committee Meeting Minutes 03.16.26

### Facilities Update:

- Station 32 & 81 Update: Reviewed the breakdown of Guaranteed Maximum Price (GMP) and groundbreaking timeline in June of 2026
  - *Milestone 3: modeled cost is approximately \$47.9 million*
  - *GMP Negotiations: 03.16.26 received numbers and awaiting final documentation to review Guaranteed Maximum Price (GMP). Should be to the Board by late April.*
  - *Groundbreaking Ceremonies – June 2026*
  
- Station 72 Update: Alderwood is requesting additional survey information. The original route would have gone through major utilities, and the adjusted route needs to be surveyed. We do have a verbally approved plan from Alderwood if surveying checks out.
  
- Capital Facilities: Preparing an RFP for a Comprehensive Capital Improvement Plan
  
- Facilities Needs Assessment: Received input from the stations to place a priority on removing the open bedroom design at Station 77. Additionally, Station 82 needs a Decon/Bunker Gear room modification and bathroom/bay adjustments.
  
- Station Design Conference: May 18-21
  
- Next Meeting: May 18, 2026 (Reno)



# CONSENT AGENDA



## Snohomish Regional Fire and Rescue Claims Voucher Summary

03/20/2026

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
26-0720	DEPARTMENT OF RETIREMENT SYSTEMS		26,298.90
26-0721	DIMARTINO & ASSOCIATES		25,109.90
26-0722	FIRE 7 FOUNDATION		654.00
26-0723	HRA VEBA TRUST		67,204.79
26-0724	LEOFF TRUST		526,329.04
26-0725	MATRIX TRUST COMPANY		25,496.25
26-0726	TD AMERITRADE INSTITUTIONAL		388.50
26-0727	TRUSTEED PLANS SERVICE CORP		36,917.16
26-0728	VOYA INSTITUTIONAL TRUST CO		172,660.26
26-0729	WASHINGTON STATE SUPPORT REGISTRY		504.00

<b>Page Total</b>	881,562.80
<b>Cumulative Total</b>	881,562.80

# Docket of Claims Register

APPKT02115 - 03.26.2026 Board Meeting - ER

By Docket/Claim Number



Snohomish Regional Fire & Rescue, WA

Vendor #	Vendor Name	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
0020	AIR EXCHANGE, INC	91616598	Tailpipe Adapter TPA+Clamp 175mm/1	Invoice	02/05/2026	Tailpipe Adapter TPA+Clamp 175mm/1	001-507-522-50-48-00	965.21
2619	AIRWAY CAM	1259	Airway Education Conference's Didactic/Code	Invoice	03/02/2026	Airway Education Conference's Didactic/Code	001-507-522-20-41-02	15,000.00
0025	ALDERWOOD WATER DISTRICT	ST73-JANMAR26	Water - ST 73	Invoice	03/16/2026	Water - ST 73	001-507-522-50-47-02	131.11
0025	ALDERWOOD WATER DISTRICT	ST73FM-JANMAR26	Water (Fire Meter) - ST 73	Invoice	03/16/2026	Water (Fire Meter) - ST 73	001-507-522-50-47-02	22.08
2335	ALL BATTERY SALES AND SERVICE	300-10186484	Shop Supplies	Invoice	03/11/2026	Shop Supplies	050-511-522-60-31-05	407.21
		300-10186530	Shop Supplies	Invoice	03/12/2026	Shop Supplies	050-511-522-60-31-05	31.28

## Docket of Claims Register

APPKT02115 - 03.26.2026 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	26-0735					4,812.47
	133Q-Y6GP-7T1L	Shop - Office Supplies	Invoice	03/10/2026	Shop - Office Supplies	050-511-522-60-31-03	36.30
	134P-6HWT-P4RW	Logitech Web Cam HD Pro PC 1080P -	Invoice	03/19/2026	Logitech Web Cam HD Pro PC 1080P -	001-515-522-30-31-01	76.57
	13D4-6Q43-RYXR	Acrylic Pamphlet Holder 12 - ST71 Care	Invoice	03/19/2026	Acrylic Pamphlet Holder 12 - ST71 Care	001-507-522-50-35-00	194.21
	13Q1-KVH6-VJ77	Commercial "Open Front" Toilet Seat -	Invoice	03/09/2026	Commercial "Open Front" Toilet Seat -	001-507-522-50-48-00	34.50
	14GW-GV4M-693H	Bedside Lamp, End Table & Power Stri	Invoice	03/13/2026	Bedside Lamp, End Table & Power Stri	001-507-522-50-35-00	97.55
	14TF-DMDD-Q6QW	Dell Keyboard & Mouse (x4) - IT Divisic	Invoice	03/18/2026	Dell Keyboard & Mouse (x4) - IT Divisic	001-513-522-10-35-00	109.20
	14X1-MQ3Y-XYVL	Milwaukee 48-11-1850 M18 Battery Pack	Invoice SO	03/17/2026	Milwaukee 48-11-1850 M18 Battery Pack	001-515-522-20-35-04	141.66
	14YR-LL14-NYM1	Rubber Grip Adhesive Non-Slip Tape 6j	Invoice	03/19/2026	Rubber Grip Adhesive Non-Slip Tape 6j	001-507-522-50-31-00	15.10
	163G-K3FD-KNQC	Floor/Standing Lamp LED (x2) - ST 71	Invoice	03/11/2026	Floor/Standing Lamp LED (x2) - ST 71	001-507-522-50-35-00	49.62
	16T3-L3JP-XFL6	Recycling Bin (Blue) 2pk - ST 73	Invoice	03/17/2026	Recycling Bin (Blue) 2pk - ST 73	001-507-522-50-35-00	33.44
	1714-P46T-4JYP	Sharpie Marker 24ct (x2) - Open House	Invoice	03/10/2026	Sharpie Marker 24ct (x2) - Open House	001-515-522-30-31-01	35.20
	17NC-9D4K-N3R3	Milwaukee M18 Dual Bay Charger - ST	Invoice	03/16/2026	Milwaukee M18 Dual Bay Charger - ST	001-507-522-50-35-00	128.40
	19G9-QPYT-XKMG	Keurig Duo Coffee Maker - ST83	Invoice	03/23/2026	Keurig Duo Coffee Maker - ST83	001-507-522-50-35-00	161.82
	19QG-D4LH-L7JL	Shop Communications	Invoice	03/09/2026	Shop Communications	050-511-522-60-42-00	5.86
	1CG1-HKPT-L6PW	Auto Detailing Training Supplies – Cla	Invoice	03/12/2026	Auto Detailing Training Supplies – Cla	001-507-522-50-31-00	330.31
	1D3T-39FK-Y7TN	Shop	Invoice	03/06/2026	Shop	050-511-522-60-35-00	9.29
	1DQY-X331-4D4P	Microfiber Drying Towels 2pk - Logistics	Invoice	03/17/2026	Microfiber Drying Towels 2pk - Logistics	001-507-522-50-31-00	61.49
	1G1H-LKPQ-R91R	CARTMAN Poly Tarps (x7) - ST 31	Invoice	03/16/2026	CARTMAN Poly Tarps (x7) - ST 31	001-507-522-50-31-00	95.33
	1HHL-QFNV-46PN	Shop Parts	Invoice	03/04/2026	Shop Parts	050-511-522-60-34-01	1,500.97
	1HVF-K196-VCGC	Desk Clamp Power Strip (x4) - IT Divisic	Invoice	03/17/2026	Desk Clamp Power Strip (x4) - IT Divisic	001-513-522-10-35-00	122.48
	1JF3-MXFR-GMPM	Adjustable Pedestal Sign Holder (x2) - I	Invoice	03/12/2026	Adjustable Pedestal Sign Holder (x2) - I	001-515-522-30-31-01	150.57
	1JQQ-7NRN-RLWG	Water Alarm w/ Detachable Sensor (x1	Invoice	03/09/2026	Water Alarm w/ Detachable Sensor (x1	001-507-522-50-31-00	228.99
	1KL3-KVKW-FL9X	Shop - Office Supplies	Invoice	03/13/2026	Shop - Office Supplies	050-511-522-60-31-03	49.60
	1L34-4LJY-G3X3	Wall Mount for TV 42-97" (CAD LT TV)	Invoice	03/19/2026	Wall Mount for TV 42-97" (CAD LT TV)	001-507-522-50-35-00	73.77
	1L34-4LJY-HYNN	Thermal Binding Covers 8.5x11 10pc -	Invoice	03/19/2026	Thermal Binding Covers 8.5x11 10pc -	001-506-522-45-35-00	105.02
	1LL7-HDWY-M63W	Whirlpool Ice & Water Filter (x4) - Adm	Invoice	03/16/2026	Whirlpool Ice & Water Filter (x4) - Adm	001-507-522-50-31-00	218.16
	1MGT-F3QW-LGCV	Non Scratch Scrub Sponge 24ct - Admi	Invoice	03/20/2026	Non Scratch Scrub Sponge 24ct - Admi	001-507-522-50-31-00	10.38
	1MML-63KJ-VQ1J	LED Light Bulbs 12pk 5000K 15W - ST 7	Invoice	03/16/2026	LED Light Bulbs 12pk 5000K 15W - ST 7	001-507-522-50-31-00	21.57
	1R33-VMCX-Q1H6	One Way Window Privacy Film - ST81	Invoice	03/19/2026	One Way Window Privacy Film - ST81	001-507-522-50-31-00	29.12
	1R9P-DG9D-6F6P	3M Adhesive Cleaner (x2) - Logistics	Invoice	03/12/2026	3M Adhesive Cleaner (x2) - Logistics	001-507-522-50-31-00	56.42
	1RHN-94PX-3XW9	Decon Buckets 4pk (x2) - Training Divis	Invoice	03/17/2026	Decon Buckets 4pk (x2) - Training Divis	001-510-522-20-35-01	126.40
	1TCY-M7XL-TNLM	4K HDMI Cable 25ft, Power Strip (x3) - ST	Invoice	03/09/2026	4K HDMI Cable 25ft, Power Strip (x3) - ST	001-507-522-50-31-00	151.50
	1WFD-RD4T-NFLN	Sound Proof Curtain (BlackOut) - Logist	Invoice	03/14/2026	Sound Proof Curtain (BlackOut) - Logist	001-507-522-50-31-00	172.63
	1XLL-7DRJ-9D6V	DEWALT Cordless Drill, Screw Bit Set -	Invoice	03/12/2026	DEWALT Cordless Drill, Screw Bit Set -	001-507-522-50-35-00	166.14
	1YKK-KDYV-LYH3	Vertical Laptop Holder - Logistics	Invoice	03/16/2026	Vertical Laptop Holder - Logistics	001-507-522-50-31-00	12.90

Docket of Claims Register

Vendor #	Vendor Name	Docket/Claim #	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number							Distribution Amount
0036	ANDGAR MECHANICAL LLC	26-0736						54,058.83
	21149		Annual Preventative HVAC Maintenance	Invoice	03/05/2026	Annual Preventative HVAC Maintenance	001-507-522-50-48-00	9,356.98
	21150		Annual Preventative HVAC Maintenance	Invoice	03/05/2026	Annual Preventative HVAC Maintenance	001-507-522-50-48-00	8,296.90
	21151		Annual Preventative HVAC Maintenance	Invoice	03/05/2026	Annual Preventative HVAC Maintenance	001-507-522-50-48-00	803.00
	21152		Annual Preventative HVAC Maintenance	Invoice	03/05/2026	Annual Preventative HVAC Maintenance	001-507-522-50-48-00	3,081.62
	21153		Annual Preventative HVAC Maintenance	Invoice	03/05/2026	Annual Preventative HVAC Maintenance	001-507-522-50-48-00	4,078.62
	21154		Annual Preventative HVAC Maintenance	Invoice	03/05/2026	Annual Preventative HVAC Maintenance	001-507-522-50-48-00	1,482.91
	21155		Annual Preventative HVAC Maintenance	Invoice	03/05/2026	Annual Preventative HVAC Maintenance	001-507-522-50-48-00	1,128.63
	21156		Annual Preventative HVAC Maintenance	Invoice	03/05/2026	Annual Preventative HVAC Maintenance	001-507-522-50-48-00	900.97
	21157		Annual Preventative HVAC Maintenance	Invoice	03/05/2026	Annual Preventative HVAC Maintenance	001-507-522-50-48-00	797.38
	21158		Annual Preventative HVAC Maintenance	Invoice	03/05/2026	Annual Preventative HVAC Maintenance	001-507-522-50-48-00	1,075.00
	21159		Annual Preventative HVAC Maintenance	Invoice	03/05/2026	Annual Preventative HVAC Maintenance	001-507-522-50-48-00	6,638.88
	21160		Annual Preventative HVAC Maintenance	Invoice	03/05/2026	Annual Preventative HVAC Maintenance	001-507-522-50-48-00	1,553.76
	21167		HVAC Service Call (Duct Cleaning) - ST	Invoice	03/10/2026	HVAC Service Call (Duct Cleaning) - ST	001-507-522-50-48-00	10,877.64
	21168		HVAC Service Call (Duct Cleaning) - ST	Invoice	03/10/2026	HVAC Service Call (Duct Cleaning) - ST	001-507-522-50-48-00	3,986.54
2383	AT&T MOBILITY - CC	26-0737						829.12
	UCF022026		CradlePoint Data Modems (Acct.50056	Invoice	03/04/2026	CradlePoint Data Modems	001-513-522-10-42-00	829.12
1971	B&H FIRE AND SECURITY	26-0738						269.75
	11026		Fire Alarm Service Call (Repair) - ST 71	Invoice	03/17/2026	Fire Alarm Service Call (Repair) - ST 71	001-507-522-50-41-00	269.75
0058	BICKFORD MOTORS, INC.	26-0739						525.86
	1312095		Shop Parts	Invoice	03/03/2026	Shop Parts	050-511-522-60-34-01	525.86
2498	BNBUILDERS, INC	26-0740						285,999.43
	008rev3		Station 32 Remodel & ST81 (Pay App #008 Revision)	Invoice	01/31/2026	Station 32 Remodel (Pay App #008 Revision)	001-507-594-50-62-00	135,257.59
						Station 81 Remode I(Pay App #008 Revision)	001-507-594-50-62-00	150,741.84
0065	BOUND TREE MEDICAL, LLC	26-0741						1,120.22
	86118898		Medical Supplies & Medical Sm.Tools/In	Invoice	03/04/2026	Medical Small Tools/Minor Equipment	001-509-522-20-35-00	294.01
						Medical Supplies	001-509-522-30-31-01	595.52
	86118899		Medical Supplies	Invoice	03/04/2026	Medical Supplies	001-509-522-30-31-01	195.08
	86129912		Medical Small Tools/Minor Equipment	Invoice	03/11/2026	Medical Small Tools/Minor Equipment	001-509-522-20-35-00	35.61
0073	BRAUN NORTHWEST INC	26-0742						70.22
	7367873		Shop Parts	Invoice	03/04/2026	Shop Parts	050-511-522-60-34-01	70.22
2548	BRET LITTEN	26-0743						719.19
	INV15148		Airfare/Car Reimbursement Honor Gu	Invoice	03/17/2026	Airfare/Car Reimbursement Honor Gu	001-506-522-45-43-00	719.19
2563	BRIAN PARK	26-0744						405.00
	INV15074		Dinner Reimbursement – IPSLEI (2 attendees)	Invoice	03/09/2026	Dinner Reimbursement – IPSLEI (2 attendees)	001-502-522-10-49-06	405.00

Docket of Claims Register

APPKT02115 - 03.26.2026 Board Meeting - ER

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
1913	CANON FINANCIAL SERVICES INC	26-0745					1,799.86
	42828475	Copier Machine Lease - Admin Bldg (C	Invoice	03/12/2026	Copier Machine Lease - Admin Bldg (C	001-512-591-22-70-00	296.60
	42828476	Copier Machine Lease - ST 81	Invoice	03/12/2026	Copier Machine Lease - ST 81	001-512-591-22-70-00	38.88
	42828477	Copier Machine Lease - ST 71	Invoice	03/12/2026	Copier Machine Lease - ST 71	001-512-591-22-70-00	325.02
	42828478	Copier Machine Lease - ST 31 (Main Lc	Invoice	03/12/2026	Copier Machine Lease - ST 31 (Main Lc	001-512-591-22-70-00	329.53
	42828479	Copier Machine Lease - ST 82	Invoice	03/12/2026	Copier Machine Lease - ST 82	001-512-591-22-70-00	38.91
	42828480	GIS Printer Machine Lease - Admin Bld	Invoice	03/12/2026	GIS Printer Machine Lease - Admin Bld	001-512-591-22-70-00	225.33
	42828481	Copier Machine Lease - ST 32, 72, 73, '	Invoice	03/12/2026	Copier Machine Lease - ST 32	001-512-591-22-70-00	17.97
					Copier Machine Lease - ST 72	001-512-591-22-70-00	17.96
					Copier Machine Lease - ST 73	001-512-591-22-70-00	17.96
					Copier Machine Lease - ST 77	001-512-591-22-70-00	18.15
	42828482	Copier Machine Lease - Admin Bldg (Tr	Invoice	03/12/2026	Copier Machine Lease - Admin Bldg (Tr	001-512-591-22-70-00	363.56
	42828483	Copier Machine Lease - ST 83	Invoice	03/12/2026	Copier Machine Lease - ST 83	001-512-591-22-70-00	19.37
	42828484	Copier Machine Lease - ST 31 (Shop)	Invoice	03/12/2026	Copier Machine Lease - ST 31 (Shop)	050-511-591-22-70-00	90.62
0094	CDW GOVERNMENT	26-0746					7,103.83
	AI4296L	Adobe License Renewal	Invoice	03/13/2026	Adobe licenses renewal for Dept	001-513-522-10-49-04	7,103.83
0096	CENTRAL WELDING SUPPLY	26-0747					738.77
	0002637360	Oxygen Cylinder Exchange/Re-Fill (x3)	Invoice	03/09/2026	Oxygen Cylinder Exchange/Re-Fill (x3)	001-509-522-20-45-00	77.12
	0002637365	Oxygen Cylinder Exchange/Re-Fill (x2)	Invoice	03/09/2026	Oxygen Cylinder Exchange/Re-Fill (x2)	001-509-522-20-45-00	68.89
	0002643076	Oxygen Cylinder Exchange/Re-Fill (x4)	Invoice	03/17/2026	Oxygen Cylinder Exchange/Re-Fill (x4)	001-509-522-20-45-00	86.30
	0002643081	Oxygen Cylinder Exchange/Re-Fill (x3)	Invoice	03/17/2026	Oxygen Cylinder Exchange/Re-Fill (x3)	001-509-522-20-45-00	124.41
	0002643750	Oxygen Cylinder Exchange/Re-Fill (x3)	Invoice	03/18/2026	Oxygen Cylinder Exchange/Re-Fill (x3)	001-509-522-20-45-00	139.34
	0002644858	Oxygen Cylinder Exchange/Re-Fill (x9)	Invoice	03/19/2026	Oxygen Cylinder Exchange/Re-Fill (x9)	001-509-522-20-45-00	242.71
2160	CITY OF KIRKLAND	26-0748					75,000.00
	F403-2006	Spartan Diamond Air Unit F403 2026	Invoice	03/18/2026	Spartan Diamond Air Unit F403 2026	301-504-594-22-64-02	75,000.00
2618	CITY OF LAKE STEVENS	26-0749					28,467.32
	BLD2026-0169	Station 81 Project Building Permit	Invoice	03/19/2026	Station 81 Project Building Permit	300-507-594-50-62-00	28,467.32
0123	COLBY TITLAND	26-0750					294.00
	INV15150	Per Diem Reimbursement 2026 CPSE C	Invoice	03/17/2026	Per Diem Reimbursement 2026 CPSE C	001-506-522-45-43-00	294.00
0126	COMCAST BUSINESS	26-0751					50.05
	ST31CABLE-MARAPR26	TV & Equipment Services (Acct. 00393	Invoice	03/06/2026	TV & Equipment Services (Acct. 00393	001-513-522-50-42-01	50.05
0136	COURIERWEST	26-0752					2,190.80
	8395	Mail Courier Monthly Service (Februar	Invoice	02/01/2026	Mail Courier Monthly Service (Februar	001-502-522-10-41-01	2,190.80
0103	CSD ATTORNEYS AT LAW P.S.	26-0753					10,744.50
	135528	Monthly Attorney Services (February 2026)	Invoice	02/28/2026	Monthly Attorney Services (February 2026)	001-512-522-10-41-03	10,744.50
1830	DAVID MESSER	26-0754					2,201.61
	INV15146	Per Diem 26' WFCa Ignite Conference	Invoice	03/17/2026	Per Diem 26' WFCa Ignite Conference	001-505-522-30-43-00	2,201.61
2566	DAVID ROUSE	26-0755					434.57
	INV15149	Airfare Reimbursement Honor Guard C	Invoice	03/17/2026	Airfare Reimbursement Honor Guard C	001-506-522-45-43-00	434.57

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Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
2000	DESERT DIAMOND INDUSTRIES L	26-0756					830.00
	INV-008290	L33 Circ saw blades	Invoice	03/13/2026	16" Safety Blades (x2)	001-504-522-20-31-01	830.00
2596	DIMENSIONAL COMMUNICATIOI	26-0757					36,654.62
	52726	Commissioner meeting room A/V Replacement (50% DP)	Invoice	02/28/2026	Commissioner meeting room A/V Replacement (50% DP)	001-511-522-10-41-04	36,654.62
1875	ELECTRONIC BUSINESS MACHINE	26-0758					736.77
	AR325997	Copier Machine Usage - ST 83	Invoice	02/06/2026	Copier Machine Usage - ST 83	001-502-522-10-31-00	2.93
	AR326073	Copier Machine Usage - Admin Bldg (C	Invoice	02/09/2026	Copier Machine Usage - Admin Bldg (C	001-502-522-10-31-00	215.61
	AR328074	Copier Machine Usage - Admin Bldg (C	Invoice	03/09/2026	Copier Machine Usage - Admin Bldg (C	001-502-522-10-31-00	208.23
	AR328562	Copier Machine Usage - Admin Bldg (P	Invoice	03/17/2026	Copier Machine Usage - Admin Bldg (P	001-502-522-10-31-00	55.35
	AR328631	Copier Machine Usage - ST 31 (Main Lr	Invoice	03/18/2026	Copier Machine Usage - ST 31 (Main Lr	001-502-522-10-31-00	108.52
	AR329040	Copier Machine Usage - ST 82	Invoice	03/20/2026	Copier Machine Usage - ST 82	001-502-522-10-31-00	3.81
	AR329050	Copier Machine Usage - ST 83	Invoice	03/20/2026	Copier Machine Usage - ST 83	001-502-522-10-31-00	2.84
	AR329051	Copier Machine Usage - ST 71	Invoice	03/20/2026	Copier Machine Usage - ST 71	001-502-522-10-31-00	135.77
	AR329052	Copier Machine Usage - ST 81	Invoice	03/20/2026	Copier Machine Usage - ST 81	001-502-522-10-31-00	3.71
2347	EVERETT COMMUNITY COLLEGE	26-0759					24,049.74
	WA050TPC0000000009833	EM Tech Training – Winter 26 Class 26	Invoice	03/11/2026	EM Tech Training – Winter 26 Class 26	001-509-522-45-49-02	24,049.74
1642	EVERGREEN POWER SYSTEMS, IN	26-0760					3,404.70
	39471	Service Call (Replaced Exhaust Fan) - S	Invoice	03/12/2026	Service Call (Replaced Exhaust Fan) - S	001-507-522-50-48-00	1,094.64
	39472	Service Call (Replaced GFCI Receptacle	Invoice	03/12/2026	Service Call (Replaced GFCI Receptacle	001-507-522-50-48-00	1,423.09
	39478	Service Call (Replaced Gas ShutOff Valv	Invoice	03/12/2026	Service Call (Replaced Gas ShutOff Valv	001-507-522-50-48-00	886.97
2527	FELD FIRE	26-0761					9,008.51
	INV25232	Rescue Saws (4)	Invoice	03/13/2026	K12FD94-16 Rescue Saw	001-504-522-20-35-00	9,008.51
0222	FREIGHTLINER NORTHWEST	26-0762					347.52
	PC304038461;01	Shop Parts	Invoice	03/03/2026	Shop Parts	050-511-522-60-34-01	246.26
	PC304038461;02	Shop Parts	Invoice	03/04/2026	Shop Parts	050-511-522-60-34-01	101.26

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	Payable Number	Payable Description					Distribution Amount
0226	GALLS, LLC	26-0763					3,911.20
	033527036	Dress Coat (Returned)	Credit Memo	01/01/2026	Dress Coat (Returned)	001-504-522-20-31-07	-419.02
	034350360	Blank Embroiderable Patch (BLANK)	Invoice	03/10/2026	Blank Embroiderable Patch (BLANK)	001-504-522-20-31-07	8.28
	034350373	Mock Sweater,Belt, Cargo Pant, Indust	Invoice	03/10/2026	Mock Sweater,Belt, Cargo Pant, Indust	001-504-522-20-31-07	521.53
	034350376	NFPA Boots,Rain Defender Mock Swea	Invoice	03/10/2026	NFPA Boots,Rain Defender Mock Swea	001-504-522-20-31-07	702.75
	034350455	Diamond Quilted Jacket	Invoice	03/10/2026	Diamond Quilted Jacket	001-504-522-20-31-07	111.07
	034363483	Diamond Quilted Jacket, Cargo Pants, I	Invoice	03/11/2026	Diamond Quilted Jacket, Cargo Pants, I	001-504-522-20-31-07	602.78
	034363504	NFPA EMS Boots	Invoice	03/11/2026	NFPA EMS Boots	001-504-522-20-31-07	381.46
	034376447	L/S Chief Shirt	Invoice	03/12/2026	L/S Chief Shirt	001-504-522-20-31-07	225.09
	034389452	Cargo Pants	Invoice	03/13/2026	Cargo Pants	001-504-522-20-31-07	217.51
	034389504	Tactical 'TacLite Pro' Pants	Invoice	03/13/2026	Tactical 'TacLite Pro' Pants	001-504-522-20-31-07	88.26
	034429827	Cab Slide Holder (x2)	Invoice	03/16/2026	Cab Slide Holder (x2)	001-504-522-20-31-07	28.92
	034432026	Rain Defender Heavyweight w/Hood Zi	Invoice	03/17/2026	Rain Defender Heavyweight w/Hood Z	001-504-522-20-31-07	104.91
	034432027	Rain Defender Heavyweight w/Hood Zi	Invoice	03/17/2026	Rain Defender Heavyweight w/Hood Z	001-504-522-20-31-07	103.86
	034432048	Quarter Boots	Invoice	03/17/2026	Quarter Boots	001-504-522-20-31-07	223.76
	034432088	L/S Polyester Command Shirt	Invoice	03/17/2026	L/S Polyester Command Shirt	001-504-522-20-31-07	130.28
	034457266	Polyester/Wool Double Breasted Class	Invoice	03/19/2026	Polyester/Wool Double Breasted Class	001-504-522-20-31-07	521.73
	034457273	Class A Alterations	Invoice	03/19/2026	Class A Alteration	001-504-522-20-31-07	61.12
	034467630	Uniform Metal Badge (x2), Belt Clip Hc	Invoice	03/19/2026	Uniform Metal Badge (x2), Belt Clip Hc	001-504-522-20-31-07	296.91
2302	GME SUPPLY COMPANY	26-0764					194.22
	7816011	Tech Rescue PPE and personal gear	Invoice	03/10/2026	Tech Rescue PPE and personal gear	001-514-522-20-31-11	194.22
0238	GRAINGER	26-0765					3,393.01
	9837849612	Station Operating Supplies	Invoice	03/11/2026	Station Operating Supplies	001-507-522-50-31-00	310.83
	9838151935	Station Operating Supplies - ST83	Invoice	03/20/2026	Station Operating Supplies - ST83	001-507-522-50-31-00	394.36
	9838151943	Station Operating Supplies	Invoice	03/11/2026	Station Operating Supplies	001-507-522-50-31-00	366.41
	9838552967	Station Operating Supplies	Invoice	03/11/2026	Station Operating Supplies	001-507-522-50-31-00	747.03
	9843066227	Station Operating Supplies - ST 73	Invoice	03/16/2026	Station Operating Supplies - ST 73	001-507-522-50-31-00	383.66
	9845352211	Station Operating Supplies - ST 32	Invoice	03/18/2026	Station Operating Supplies - ST 32	001-507-522-50-31-00	75.02
	9850012247	Station Operating Supplies - ST83	Invoice	03/20/2026	Station Operating Supplies - ST83	001-507-522-50-31-00	278.29
	9850012254	Station Operating Supplies - ST81	Invoice	03/20/2026	Station Operating Supplies - ST81	001-507-522-50-31-00	344.97
	9850012262	Station Operating Supplies - ST82	Invoice	03/20/2026	Station Operating Supplies - ST82	001-507-522-50-31-00	492.44
2593	HAMILTON MEDICAL, INC.	26-0766					106,821.00
	23494969	6 Hamilton-T1 EMS Packages	Invoice	03/13/2026	6 Hamilton-T1 EMS Package	303-509-594-20-64-20	106,821.00
2606	HUDY PLUMBING & HEATING, IN	26-0767					719.85
	26462	Service Call (Plumbing DCYF Toilet) - AI	Invoice	03/03/2026	Service Call (Plumbing DCYF Toilet) - AI	001-507-522-50-48-00	719.85
1878	IMS ALLIANCE	26-0768					31.78
	26-0780	Passport Name Tag (x6)	Invoice	03/18/2026	Passport Name Tag (x6)	001-504-522-20-31-01	11.94
	26-0781	Passport Name Tag (x6)	Invoice	03/18/2026	Passport Name Tag (x6)	001-504-522-20-31-01	19.84
0277	ISOUTSOURCE	26-0769					14,229.33
	CW322869	IT Services	Invoice	03/15/2026	IT Services	001-513-522-10-41-04	14,229.33

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0280	JAMAL BECKHAM INV15147	26-0770 Per Diem 2026 CPSE Conference Reiml	Invoice	03/18/2026	Per Diem 2026 CPSE Conference Reiml	001-506-522-45-43-00	439.11 439.11
2179	JAMES STEINRUCK INV15070	26-0771 Per Diem Northwest Leadership Semin	Invoice	03/10/2026	Per Diem Northwest Leadership Semin	001-506-522-45-43-00	551.19 551.19
1692	JASON BOWEN INV15144	26-0772 Per Diem 2026 CPSE Conference Reiml	Invoice	03/17/2026	Per Diem 2026 CPSE Conference Reiml	001-505-522-30-43-00	1,288.73 1,288.73
2574	KROESEN'S UNIFORM CO 27214-4	26-0773 Change Patch & Maltese Service Cross	Invoice	03/12/2026	Change Patch & Maltese Service Cross	001-504-522-20-31-07	52.39 52.39
2095	KROLL LLC TI000025441-2028	26-0774 Annual Responder CrowdStrike Cyber I	Invoice	03/09/2026	Annual Responder CrowdStrike Cyber I	001-513-591-22-70-00	26,256.00 26,256.00
0349	L.N. CURTIS & SONS INV1050694	26-0775 Bunker Boots	Invoice	03/20/2026	Bunker Boots	303-504-594-20-64-04	682.10 682.10
1879	LAKE STEVENS SEWER DISTRICT ST81-MAR2026	26-0776 Sewer - ST 81 (Account 6681.01)	Invoice	03/01/2026	Sewer - ST 81	001-507-522-50-47-02	539.56 539.56
1879	LAKE STEVENS SEWER DISTRICT ST82-MAR2026	26-0777 Sewer - ST 82 (Account 3655.01)	Invoice	03/01/2026	Sewer - ST 82	001-507-522-50-47-02	488.71 488.71
1835	LEAH SCHOOF INV15134	26-0778 Airfare Reimbursement – GFOA Annu:	Invoice	03/12/2026	Airfare Reimbursement – GFOA Annu:	001-502-522-10-43-00	468.56 468.56
0343	LIFE-ASSIST INC 2080241	26-0779 Medications	Invoice	03/09/2026	Medications	001-509-522-30-31-01	8,785.63 25.47
	2080363	Medical Supplies	Invoice	03/09/2026	Medical Supplies	001-509-522-30-31-01	512.08
	2082881	Medical Supplies	Invoice	03/12/2026	Medical Supplies	001-509-522-30-31-01	2,733.14
	2083045	Medications & Medical Supplies	Invoice	03/12/2026	Medications & Medical Supplies	001-509-522-30-31-01	1,271.08
	2083067	Medical Supplies	Invoice	03/12/2026	Medical Supplies	001-509-522-30-31-01	259.37
	2083072	Medical Supplies	Invoice	03/12/2026	Medical Supplies	001-509-522-30-31-01	481.03
	2083077	Medications & Medical Supplies	Invoice	03/12/2026	Medications & Medical Supplies	001-509-522-30-31-01	2,328.41
	2083103	Medical Supplies	Invoice	03/12/2026	Medical Supplies	001-509-522-30-31-01	161.55
	2083433	Medical Supplies	Invoice	03/17/2026	Medical Supplies	001-509-522-30-31-01	128.29
	2084768	Medications & Medical Supplies	Invoice	03/19/2026	Medications & Medical Supplies	001-509-522-30-31-01	885.21
2469	LION GROUP INC. 300052172	26-0780 Bunker Gear Cleaning, Repairs & Alterations	Invoice	03/10/2026	Bunker Gear Cleaning, Repairs & Alterations	001-504-522-20-48-11	646.85 646.85
0352	LOWE'S 976766-QJHKBZ	26-0781 Shop Parts	Invoice	03/04/2026	Shop Parts	050-511-522-60-34-01	146.46 77.93
	992309-QLLDZH	Propane Tank Exchange (x3)	Invoice	03/21/2026	Propane Tank Exchange (x3)	001-507-522-50-47-03	68.53
2348	MATTHEW J. BEECROFT APR2026	26-0782 EMS Servcs Contract: Medcial Supervis	Invoice	04/01/2026	EMS Servcs Contract: Medcial Supervis	001-509-522-20-41-02	4,000.00 4,000.00
2608	MES   SEAWESTERN, INC IN2459199	26-0783 Turnout Bunker Gear - Phenix FD Helm	Invoice	03/11/2026	Turnout Bunker Gear - Phenix FD Helm	001-504-522-20-48-11	7,418.73 3,316.50
	IN2463213	SCBA Bottle Order	Invoice	03/17/2026	SCBA Bottle Order	303-504-594-20-64-01	4,102.23

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2513	MES SERVICE COMPANY, LLC IN2458102	26-0784 SCBA 45 Minute Bottles	Invoice	03/10/2026	SCBA 45/5500 Minute Bottles w/valves	303-504-594-20-64-05	7,390.20 7,390.20
2365	NOAH COMPTON INV15073	26-0785 SOAR Tactical Medical Practitioner Register	Reimb.	03/09/2026	SOAR Tactical Medical Practitioner Register	001-505-522-45-49-02	1,800.00 1,800.00
2130	NORTHWEST FORKLIFT, INC. ES10105	26-0786 2020 Unicarriers forklift	Invoice	02/23/2026	2020 UNICARRIERS FORKLIFT	052-511-594-00-64-00	26,867.10 26,867.10
2333	OAC SERVICES, INC. 11285	26-0787 Professional Services (Design/CM Labc	Invoice	03/14/2026	Professional Services (Design/CM Labc	300-507-594-50-62-00	39,780.16 21,688.56
	11286	Professional Services (CM/CM Labor) -	Invoice	03/15/2026	Professional Services (CM/CM Labor) -	300-507-594-50-62-00	17,752.60 339.00
0185	OPERATIVE IQ INV2702	26-0788 RFID Gun and Labels for EMS supplies	Invoice	03/20/2026	RFID Gun and Labels for EMS supplies	001-509-522-20-35-00	2,392.32 2,392.32
2332	OTTO ROSENAU & ASSOCIATES, 95274	26-0789 Profess. Service (EngineTech/DataColle	Invoice	03/09/2026	Profess. Service (EngineTech/DataColle	300-507-594-50-62-00	1,445.25 738.50
	95275	Profess. Service (EngineTech/WaterMc	Invoice	03/09/2026	Profess. Service (EngineTech/WaterMc	300-507-594-50-62-00	706.75
0483	PUGET SOUND ENERGY ADMIN-FEBMAR26	26-0790 Natural Gas - Admin Bldg (2200316440	Invoice	03/09/2026	Natural Gas - Admin Bldg (2200316440	001-507-522-50-47-03 300-507-522-50-47-00	999.74 509.87 489.87
0483	PUGET SOUND ENERGY ST33-FEBMAR26	26-0791 Natural Gas - ST 33 (220017363437)	Invoice	03/13/2026	Natural Gas - ST 33 (220017363437)	001-507-522-50-47-03	1,075.19 1,075.19
0483	PUGET SOUND ENERGY ST82-FEBMAR26	26-0792 Natural Gas - ST 82 (220021970490)	Invoice	03/06/2026	Natural Gas - ST 82 (220021970490)	001-507-522-50-47-03	952.85 952.85
0483	PUGET SOUND ENERGY ST73-FEBMAR26	26-0793 Natural Gas - ST 73 (200014833566)	Invoice	03/16/2026	Natural Gas - ST 73 (200014833566)	001-507-522-50-47-03	624.77 624.77
0483	PUGET SOUND ENERGY ST71-FEBMAR26	26-0794 Natural Gas - ST 71 (220031644036)	Invoice	03/17/2026	Natural Gas - ST 71 (220031644036)	001-507-522-50-47-03	1,287.09 1,287.09
0483	PUGET SOUND ENERGY ST81-FEBMAR26	26-0795 Natural Gas - ST 81 (220021970383)	Invoice	03/06/2026	Natural Gas - ST 81 (220021970383)	001-507-522-50-47-03	703.94 703.94
0483	PUGET SOUND ENERGY ST31-FEBMAR26	26-0796 Natural Gas - ST 31 (220011375122)	Invoice	03/09/2026	Natural Gas - ST 31 (220011375122)	001-507-522-50-47-03	70.13 70.13
0483	PUGET SOUND ENERGY ST74-FEBMAR26	26-0797 Natural Gas - ST 74/Logistics Bldg (220031644028)	Invoice	03/16/2026	Natural Gas - ST 74/Logistics Bldg (220031644028)	001-507-522-50-47-03 300-507-522-50-47-03	535.82 535.82
0483	PUGET SOUND ENERGY ST82STOR-FEBMAR26	26-0798 Natural Gas - ST 82 Storage (22002197	Invoice	03/06/2026	Natural Gas - ST 82 Storage (22002197	001-507-522-50-47-03	69.68 69.68
0484	PURCELL TIRE & SERVICE CENTEF 24282573	26-0799 Shop Parts	Invoice	02/26/2026	Shop Parts	050-511-522-60-34-01	736.14 736.14

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2420	RENEWAL REMODELLING AND R 46	26-0800 Project Bid (Install Concrete, Gazebo,H	Invoice	03/11/2026	Project Bid (Install Concrete, Gazebo,H	001-507-522-50-48-00	6,062.63 6,062.63
1995	RICK EDWARDS INV15072	26-0801 Per Diem Northwest Leadership Semin	Invoice	03/10/2026	Per Diem Northwest Leadership Semin	001-506-522-45-43-00	544.35 544.35
0501	RICOH USA, INC. 5072916354	26-0802 Copier Machine Usage - ST 74/Logistics Bldg	Invoice	03/09/2026	Copier Machine Usage - ST 74/Logistics Bldg	001-502-522-10-31-00	939.13 939.13
0501	RICOH USA, INC. 109890605	26-0803 Copier Machine Lease - ST 74/Logistics Bldg	Invoice	03/06/2026	Copier Machine Lease - ST 74/Logistics Bldg	001-512-591-22-70-00	50.91 50.91
0515	ROY WAUGH INV15136	26-0804 Per Diem NW Leadership Seminar 202	Invoice	03/13/2026	Per Diem NW Leadership Seminar 202	001-506-522-45-43-00	255.00 255.00
1535	SIX ROBBLEES' INC 14P57587	26-0805 Shop Parts	Invoice	03/04/2026	Shop Parts	050-511-522-60-34-01	37.60 37.60
0565	SNOHOMISH COUNTY PUD 116478020	26-0806 Electricity - ST 82 Garage/Storage Bldg	Invoice	03/13/2026	Electricity - ST 82 Garage/Storage Bldg	001-507-522-50-47-01	27.72 27.72
0565	SNOHOMISH COUNTY PUD 149531513	26-0807 Electricity - Admin Bldg	Invoice	03/17/2026	Electricity - Admin Bldg	001-507-522-50-47-01 300-507-522-50-47-00	1,086.00 553.86 532.14
0565	SNOHOMISH COUNTY PUD 132977983	26-0808 Electricity - ST 31	Invoice	03/18/2026	Electricity - ST 31	001-507-522-50-47-01	1,863.28 1,863.28
0565	SNOHOMISH COUNTY PUD 113177494	26-0809 Electricity & Water - ST 81	Invoice	03/16/2026	Electricity - ST 81 Water - ST 81	001-507-522-50-47-01 001-507-522-50-47-02	809.53 621.38 188.15
0565	SNOHOMISH COUNTY PUD 123075392	26-0810 Electricity - ST 72	Invoice	03/09/2026	Electricity - ST 72	001-507-522-50-47-01	565.22 565.22
0565	SNOHOMISH COUNTY PUD 116477941	26-0811 Electricity - ST 77	Invoice	03/13/2026	Electricity - ST 77	001-507-522-50-47-01	254.22 254.22
0565	SNOHOMISH COUNTY PUD 106599324	26-0812 Electricity & Water - ST 82	Invoice	03/16/2026	Electricity - ST 82 Water - ST 82	001-507-522-50-47-01 001-507-522-50-47-02	1,516.08 1,220.83 295.25
1935	SNOHOMISH VALLEY ROOFING II 37595	26-0813 Dumpster Rental (17yd) - ST 71	Invoice	03/13/2026	Dumpster Rental (17yd) - ST 71	001-506-522-45-31-03	461.80 461.80
0569	SOUND PUBLISHING, INC EDH1027075	26-0814 Newspaper County Notice Post (SRFR Access System)	Invoice	03/20/2026	Newspaper County Notice Post (SRFR Access System)	001-502-522-10-49-06	308.70 308.70

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	Payable Number	Payable Description					Distribution Amount
2057	SPRAGUE PEST SOLUTIONS	26-0815					1,895.78
	6132626	Monthly Pest Control Services - Admin	Invoice	03/09/2026	Monthly Pest Control Services - Admin	001-507-522-50-41-00	132.14
	6132628	Pest Control Perimetr Svcs (Triannual)	Invoice	03/17/2026	Pest Control Perimetr Svcs (Triannual)	001-507-522-50-41-00	160.17
	6132632	Monthly Pest Control Services - ST 82	Invoice	03/11/2026	Monthly Pest Control Services - ST 82	001-507-522-50-41-00	132.02
	6132633	Pest Control Perimeter Services (Triann	Invoice	03/14/2026	Pest Control Perimeter Services (Triann	001-507-522-50-41-00	160.03
	6132634	Monthly Pest Control Services - ST 83	Invoice	03/14/2026	Monthly Pest Control Services - ST 83	001-507-522-50-41-00	132.02
	6132635	Pest Control Perimeter Services (Triann	Invoice	03/14/2026	Pest Control Perimeter Services (Triann	001-507-522-50-41-00	160.03
	6132638	Monthly Pest Control Services - ST 77	Invoice	03/09/2026	Monthly Pest Control Services - ST 77	001-507-522-50-41-00	132.02
	6132639	Pest Control Perimeter Services (Triann	Invoice	03/09/2026	Pest Control Perimeter Services (Triann	001-507-522-50-41-00	160.03
	6132640	Monthly Pest Control Services - ST 72	Invoice	03/13/2026	Monthly Pest Control Services - ST 72	001-507-522-50-41-00	142.82
	6132642	Monthly Pest Control Services - ST 71	Invoice	03/13/2026	Monthly Pest Control Services - ST 71	001-507-522-50-41-00	132.02
	6132647	Pest Control Perimeter Services (Triann	Invoice	03/17/2026	Pest Control Perimeter Services (Triann	001-507-522-50-41-00	160.17
	6132648	Monthly Pest Control Services - ST 31	Invoice	03/09/2026	Monthly Pest Control Services - ST 31	001-507-522-50-41-00	132.14
	6132649	Pest Control Perimeter Services (Triann	Invoice	03/17/2026	Pest Control Perimeter Services (Triann	001-507-522-50-41-00	160.17
2379	SRFR - PETTY CASH	26-0816					21,017.65
	0-104-855-679	DOL Driving Record Request	Invoice	02/24/2026	DOL Driving Record Request	001-517-522-10-49-06	30.00
	2098	Petty Cash Reimbursement - Garnishment	Invoice	03/10/2026	Garnishment Reimbursement - R. Stup	001-506-522-45-10-01	68.41
	2099	City Of Monroe Permit for Station 32 Proj	Invoice	03/10/2026	City Of Monroe Permit for Station 32 Proj	001-504-594-50-62-00	5,006.65
	2100	PrintWest: Spring 2026 Newsletter Mailin	Invoice	03/19/2026	PrintWest: Spring 2026 Newsletter Mailin	001-504-52-30-42-01	14,731.94
	2101	EMS Transport Services Billing Refund	Invoice	03/23/2026	EMS Transport Services Billing Refund	001-509-522-26-49-00	1,180.65
1634	STRYKER MEDICAL	26-0817					9,569.33
	9211766977	Procure Service Contract (Data Service)	Invoice	03/10/2026	Procure Service Contract (Data Service)	001-509-522-20-49-02	9,228.69
	9211821371	Medical Supplies	Invoice	03/19/2026	Medical Supplies	001-509-522-30-31-01	340.64
2415	SUPERIOR SEPTIC SERVICE, LLC	26-0818					7,196.38
	28654812	Septic Tank Maint. (Pumped 1300gl Tank	Invoice	03/06/2026	Septic Tank Maint. (Pumped 1300gl Tank	001-507-522-50-48-00	1,044.13
	28800348	Septic Tank Maint. (Pumped 2180gl Tank	Invoice	03/10/2026	Septic Tank Maint. (Pumped 2180gl Tank	001-507-522-50-48-00	1,592.38
	28800604	Septic Tank Maint. (Pumped 1750gl Tank	Invoice	03/13/2026	Septic Tank Maint. (Pumped 1750gl Tank	001-507-522-50-48-00	1,324.49
	28855132	Septic Tank Maint. (Pumped 2254gl Tank	Invoice	03/17/2026	Septic Tank Maint. (Pumped 2254gl Tank	001-507-522-50-48-00	1,638.48
	28855156	Septic Tank Maint. (Pumped 1750gl Tank	Invoice	03/20/2026	Septic Tank Maint. (Pumped 1750gl Tank	001-507-522-50-48-00	1,324.49
	28855516	Septic Tank Service Call - ST32	Invoice	03/19/2026	Septic Tank Service Call - ST32	001-507-522-50-48-00	272.41
1666	TACTRON, INC.	26-0819					195.85
	26-211	Rectangle Helmet Side Shield (x8)	Invoice	02/05/2026	Rectangle Helmet Side Shield (x8)	001-504-522-20-48-11	195.85
1624	TK ELEVATOR CORPORATION	26-0820					951.19
	3009311362	Elevator Maintenance (MAR/APR/MAY)	Invoice	03/01/2026	Elevator Maintenance - Admin Bldg	001-507-522-50-48-00	951.19
0610	TRUE NORTH EMERGENCY EQUIP	26-0821					6,176.48
	O05569	5 Spartan Pumpers & 1 LTC Aerial (FIN)	Invoice	02/24/2026	Shop Parts	301-504-594-22-64-02	6,176.48

## Docket of Claims Register

APPKT02115 - 03.26.2026 Board Meeting - ER

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
0624	U.S. BANK NATIONAL ASSOCIATI USBANK-FEB26	26-0822 District Credit Card Charges - February	Invoice	03/23/2026	1095c Forms	001-517-522-10-49-06	60,864.84 261.34
					20 AMP Female Cord End	001-507-522-50-35-00	152.25
					2021 WA Code Book	001-505-522-30-31-00	160.27
					2026 Fire Prevention Leadership Symposium	001-505-522-45-49-02	300.00
					ACCIS 2026 Membership Due	001-513-522-10-49-02	225.00
					ACE	001-507-522-50-35-00	54.43
					ACE HARDWARE	001-509-522-20-49-04	28.81
					Airfare -	001-506-522-45-43-00	891.80
					Airfare - Ignite 26 - Messer	001-505-522-30-43-00	226.79
					Airfare - OplQ Conference 26 - Reece	001-507-522-45-49-02	876.80
					Airfare - Wildland Conference - Dickins	001-506-522-45-43-00	536.79
					Airfare - Wildland Conference - Welch	001-506-522-45-43-00	536.79
					Airport Parking - Fire Tech Summit - Pa	001-506-522-45-43-00	111.00
					Airway & Lung Medic Class x8	001-509-522-45-49-02	3,026.00
					Airway Course Business Dinner	001-509-522-20-49-04	193.67
					Airway Course Supplies	001-506-522-45-31-03	16.46
					Airway Course Supplies	001-506-522-45-31-03	62.83
					Airway Training Coffee	001-506-522-45-31-03	131.16
					Airway Training Coffee	001-506-522-45-31-03	176.80
					Airway Training Coffee	001-506-522-45-31-03	-44.20
					Anderson Rescue	001-514-522-20-35-04	614.23
					Apple Storage/iTunes - Fire Marshals	001-505-522-30-49-02	2.99
					Apple Storage/iTunes - Fire Marshals	001-505-522-30-49-02	2.99
					Apple Storage/iTunes - Fire Marshals	001-505-522-30-49-02	2.99
					Assorted Washers - ST73	001-507-522-50-48-00	4.39
					Bi-Annual DOT Physical - Swift	001-507-522-45-49-02	153.00
					Blinds for Chief Reads Office	001-507-522-50-35-00	81.79
					Bolts, Drill Bits, Spray Adhesive	001-507-522-50-31-00	81.92
					Car Rental - Fire in the Sky Conf. Karap	001-506-522-45-43-00	95.33
					CarWash	001-504-522-20-49-04	14.21
					ChatGPT plus subscription	001-517-522-10-49-04	21.88
					ChatGPT plus Subscription	001-517-522-10-49-04	21.88
					Conference Reg - Wildland 2026 - Dick	001-506-522-45-49-02	800.00
					COSTCO	001-509-522-20-49-04	176.25
					CPE Training - Tabor	001-503-522-10-49-01	179.00
					Crackyl Fire Dept. Print Subscription	001-510-522-20-49-01	298.70
					Drillbits , Level, Penlight w/ laser	001-507-522-50-35-00	138.71
					Drysuit Repair x8	001-514-522-20-48-13	1,770.77
					EMS Div Meeting Lunch	001-509-522-20-49-04	119.22
					EMT Class Reg Bourland	001-509-522-45-49-02	104.00
					EMT Class Reg Doramaier	001-509-522-45-49-02	104.00
					EMT Class Reg Kenny	001-509-522-45-49-02	104.00

## Docket of Claims Register

APPKT02115 - 03.26.2026 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-FEB26	District Credit Card Charges - February	Invoice	03/23/2026	EMT Class Reg Lewi	001-509-522-45-49-02	104.00
					EMT Class Reg Siegfried	001-509-522-45-49-02	104.00
					Engage 2026 Conference Flights	001-507-522-45-49-02	966.80
					ESR Conference Uber	001-506-522-45-43-00	17.98
					ESR Conference Uber	001-506-522-45-43-00	24.99
					ESR Conference Uber	001-506-522-45-43-00	110.98
					ESR Conference Uber	001-506-522-45-43-00	13.97
					ESR Conference Uber	001-506-522-45-43-00	14.98
					ESR Conference Uber Tip	001-506-522-45-43-00	5.00
					ESR Conference Uber Tip	001-506-522-45-43-00	5.00
					ESR Conferencel Uber	001-506-522-45-43-00	23.97
					ESRI Uber	001-506-522-45-43-00	16.98
					ESRI Uber	001-506-522-45-43-00	22.98
					ESRI Uber	001-506-522-45-43-00	97.88
					ESRI Uber Tip	001-506-522-45-43-00	5.00
					FDIC 2026 Flights - Christensen	001-506-522-45-43-00	549.80
					FDIC 2026 Flights - Dunham	001-506-522-45-43-00	549.80
					FDIC 2026 Reg Christensen	001-506-522-45-49-02	1,430.00
					FDIC 2026 Reg Dunham	001-506-522-45-49-02	1,430.00
					FDIC Duplicate Charge Reversal from C	001-506-522-45-49-02	-1,430.00
					FDIC Duplicate Charge Reversal from C	001-506-522-45-49-02	-1,430.00
					Fedex	001-507-522-50-35-00	17.88
					FEDEX	001-506-522-45-31-03	43.45
					Fire Investigators 2026 Class - Dahl	001-505-522-45-49-02	600.00
					Fire Investigators 2026 Lodging- Dahl	001-505-522-30-43-00	1,098.14
					FlippingBook Monthly Subscription	001-513-522-10-49-04	135.66
					FM & City of Monroe Meeting Lunch	001-505-522-30-41-00	61.43
					FO Tech Summit Dinner	001-506-522-45-43-00	112.18
					Forcible Entry Training Supplies	001-506-522-45-31-03	48.90
					Gas Analyzer repair	001-504-522-20-48-02	1,257.00
					GFOA Conference Registration - Schoof	001-502-522-45-49-02	1,375.00
					GlacierWest Storage Rent x2	001-507-522-50-35-00	237.00
					HOME DEPOT	001-507-522-50-31-00	14.45
					HOME DEPOT	001-507-522-50-31-00	65.83
					Home Depot	001-507-522-50-35-00	25.03
					Hotel Cancellaitn Charge - FDIC - Tickle	001-506-522-45-43-00	50.00
					ICC Fire Inspector 1 Class Reg	001-505-522-45-49-02	450.00
					ICC Membership	001-505-522-30-49-02	215.00
					ICC Textbook	001-505-522-30-31-00	286.63
					JIMMY JOHNS	001-509-522-20-49-04	214.59
					JIMMY JOHNS	001-509-522-20-49-04	214.59
					JIMMY JOHNS	001-509-522-20-49-04	345.24
					Jmaes G Murphy Price Adjustment	001-507-522-50-31-00	-3.31

## Docket of Claims Register

APPKT02115 - 03.26.2026 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-FEB26	District Credit Card Charges - February	Invoice	03/23/2026	Keys for Upstairs Admin	001-505-522-30-35-00	60.17
					L71 Ram Jammers	001-504-522-20-35-00	261.51
					L71 Ram Jammers	001-504-522-20-35-00	1.65
					L82 Ram Jammers	001-504-522-20-35-00	261.51
					L82 Ram Jammers	001-504-522-20-35-00	1.65
					Lake Stevnes Best Storage Rent x2	001-507-522-50-35-00	360.00
					Legal Fees for Immigration Sponsorship	001-512-522-10-41-03	14,695.00
					Legislative Day Dinner	001-506-522-45-43-00	830.08
					Legislative Day Lunch	001-506-522-45-43-00	123.32
					Light Switches ST31	001-507-522-50-35-00	64.17
					LinkedIn Job Posting	001-517-522-10-44-00	196.92
					Liquid IV 30pk x10	001-504-522-20-31-01	329.90
					Liquid IV 30pk x15	001-504-522-20-31-01	494.85
					Lk Stevens Chamber - Bowen Schaub V	001-502-522-10-49-06	125.00
					Lodging - FDIC Dunham & Olsen	001-506-522-45-43-00	1,759.68
					Lodging - FO Tech Summit Beckham	001-506-522-45-43-00	304.14
					Lodging - FO Tech Summit McConnell	001-506-522-45-43-00	304.14
					Lodging - FO Tech Summit Park	001-506-522-45-43-00	304.14
					Lodging - FO Tech Summit Schoof	001-506-522-45-43-00	304.14
					Lodging - FO Tech Summit Sexton	001-506-522-45-43-00	304.14
					Lodging - SARCOP - Dickinson	001-506-522-45-43-00	156.00
					Lodging - SARCOP - Huber	001-506-522-45-43-00	156.00
					Lodging - SARCOP - Kees	001-506-522-45-43-00	156.00
					Lodging - WFC Legislative Day x3	001-506-522-45-43-00	1,414.91
					LOWES	001-507-522-50-31-00	29.36
					Lumber for Training	001-514-522-20-35-04	383.26
					Lunch for Admin Specialist Interview	001-517-522-10-49-06	94.92
					Lunch for Education Specialist Interview	001-517-522-10-49-06	91.87
					Lunch for Education Specialist Interview	001-517-522-10-49-06	90.67
					MailChimp Monthly Subscription	001-515-522-30-49-04	21.88
					Mechanic Job Posting	001-517-522-10-44-00	125.00
					Microsoft 365 Licenses	001-513-522-10-49-04	15.32
					Monroe Chamber Lunch - Bowen Scha	001-502-522-10-49-06	68.00
					Moss Treatment for all Stations	001-507-522-50-31-00	104.63
					NFPA Membership - Messer	001-505-522-30-49-02	225.00
					NFSA Membership	001-505-522-30-49-02	50.00
					Notary Hub	001-517-522-10-49-06	240.00
					Notary Hub Refund	001-517-522-10-49-06	-240.00
					NW Leadership Seminar Reg -Steinrucl	001-501-522-45-49-01	395.00
					Paint , Paint Supplies, Lawn Chair	001-507-522-50-31-00	159.73
					Parking Fire Tech Summit Airpor Parkir	001-516-522-30-43-00	50.24
					Parking WA Chief Leg Conference	001-516-522-30-43-00	12.00
					Physical for CDL - Frymire	001-507-522-50-41-00	153.00

Docket of Claims Register

APPKT02115 - 03.26.2026 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-FEB26	District Credit Card Charges - February	Invoice	03/23/2026	Postage Refill	001-502-522-10-42-00	207.00
					PubEd Specialist Interview Snacks	001-517-522-10-49-06	31.97
					Pump Cards - Pump Academy	001-506-522-45-31-03	710.00
					RCO Negotiations Lunch	001-517-522-10-49-06	72.53
					Rock n Rescue	001-514-522-20-31-09	345.09
					Run Review Snacks	001-509-522-20-49-04	12.20
					Shipment for repair - Gas Analyzer	001-504-522-20-48-02	176.64
					Shop Parts	050-511-522-60-34-01	161.69
					Shop Parts	050-511-522-60-34-01	875.65
					Shop Parts	050-511-522-60-34-01	1,750.40
					Shop Parts	050-511-522-60-34-01	3,789.12
					Shop Parts	050-511-522-60-34-01	114.51
					Shop Parts	050-511-522-60-34-01	32.80
					Shop Parts	050-511-522-60-34-01	158.66
					Sky Valley Chamber Luncheon - Bower	001-502-522-10-49-06	15.00
					Snacks for Admin Specialist Interview	001-517-522-10-49-06	46.86
					Snacks for Battalion Chief Meeting	001-504-522-20-31-01	37.14
					Snacks for Battalion Chief Meeting	001-504-522-20-31-01	77.26
					Snacks for Battalion Chief Meeting	001-504-522-20-31-01	37.14
					Snacks for Battalion Chief Meeting	001-504-522-20-31-01	62.58
					Snacks for Blue Card Sim Class	001-506-522-45-31-03	117.98
					Snacks for SRFR Tactics Class	001-506-522-45-31-03	17.28
					Snacks for SRFR Tactics Class	001-506-522-45-31-03	83.57
					SRFR Custom Yeti Mugs	001-506-522-45-31-02	874.86
					SRFR/Seahawk Patches	001-502-522-10-49-08	680.00
					SRFR/Seahawk Stickers	001-502-522-10-49-08	596.23
					Starlink Subscription	001-514-522-20-31-09	50.00
					Super Glue	001-507-522-50-31-00	9.59
					TR31 Organization Supplies	001-514-522-20-35-04	233.70
					TR31 Organization Supplies	001-514-522-20-35-04	17.48
					Training Books/Materials	001-506-522-45-34-00	65.64
					Training Div. Jacket - Steinbach	001-506-522-45-31-03	92.98
					TVs for First Arriving	001-502-522-10-49-08	1,488.96
					USPS	001-509-522-20-49-04	11.95
					Vehicle Licensing Fees	001-502-522-10-49-06	64.00
					WA Surplus	001-507-522-50-35-00	10.87
					WA Surplus	001-507-522-50-35-00	54.78
					Water rescue Stickers	001-514-522-20-31-09	244.99
					WFC Legislative Day Cancellation - Mess	001-506-522-45-49-02	-40.00
					WSP Background Check	001-517-522-10-49-06	110.00
					WSP Background Check	001-517-522-10-49-06	11.00
1663	UNDERWATER SPORTS, INC. 331696	26-0823 Frameless (Black) Atomic Aquatics Goggles	leoviswim	03/06/2026	Frameless (Black) Atomic Aquatics Goggles	001-514-522-20-31-09	143.66

## Docket of Claims Register

Vendor #	Vendor Name Payable Number	Docket/Claim # Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
0622	UNITED PARCEL SERVICE 000042W7X8116	26-0824 Freight Charges (Shop)	Invoice	03/14/2026	Freight Charges (Shop)	050-511-522-60-34-01	27.11 27.11
0040	VESTIS 6560732741 6560732742 6560737040	26-0825 Shop Supplies/Uniform Rental/Laundr Maint. Srvc Towels, Floor Mat & Mop Shop Supplies/Uniform Rental/Laundr	Invoice Invoice Invoice	03/12/2026 03/12/2026 03/19/2026	Shop Supplies/Uniform Rental/Laundr Maint. Srvc Towels, Floor Mat & Mop Shop Supplies/Uniform Rental/Laundr	050-511-522-60-41-04 001-507-522-50-48-00 050-511-522-60-41-04	150.45 62.84 26.52 61.09
0643	WASHINGTON STATE DEPARTME 18026357	26-0826 Tool Combination (x3) - BR31 & BR81	Invoice	03/10/2026	Tool Combination (x3) - BR31 & BR81	001-504-522-20-35-00	305.86 305.86
2339	WESTERN WASHINGTON UNIVEF RA9072	26-0827 SNO County Fire #7 Income Stream An	Invoice	03/16/2026	SNO County Fire #7 Income Stream An	001-512-522-10-41-03	12,000.00 12,000.00
0665	WHELEN ENGINEERING COMPAN 850630 850631	26-0828 Shop Parts Shop Parts	Invoice Invoice	03/03/2026 03/03/2026	Shop Parts Shop Parts	050-511-522-60-34-01 050-511-522-60-34-01	22,118.77 11,140.12 10,978.65
2011	ZIPLY FIBER ST33-MARAPR26	26-0829 Elevator & Fire Alarm Phone Lines/Cor	Invoice	03/14/2026	Elevator & Fire Alarm Phone Lines/Cor	001-513-522-50-42-01	281.63 281.63
2011	ZIPLY FIBER ST73-MARAPR26	26-0830 Fax & Alarm Connection Services - ST 73	Invoice	03/10/2026	Fax & Alarm Connection Services - ST 73	001-513-522-50-42-01	345.95 345.95
<b>Total Claims: 101</b>						<b>Total Payment Amount:</b>	<b>995,242.04</b>

## Snohomish Regional Fire and Rescue Claims Voucher Summary

03/24/2026

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
26-0730	AIR EXCHANGE, INC		965.21
26-0731	AIRWAY CAM		15,000.00
26-0732	ALDERWOOD WATER DISTRICT		131.11
26-0733	ALDERWOOD WATER DISTRICT		22.08
26-0734	ALL BATTERY SALES AND SERVICE		438.49
26-0735	AMAZON CAPITAL SERVICES, INC		4,812.47
26-0736	ANDGAR MECHANICAL LLC		54,058.83
26-0737	AT&T MOBILITY - CC		829.12
26-0738	B&H FIRE AND SECURITY		269.75
26-0739	BICKFORD MOTORS, INC.		525.86
26-0740	BNBUILDERS, INC		285,999.43
26-0741	BOUND TREE MEDICAL, LLC		1,120.22
26-0742	BRAUN NORTHWEST INC		70.22
26-0743	BRET LITTEN		719.19
26-0744	BRIAN PARK		405.00
26-0745	CANON FINANCIAL SERVICES INC		1,799.86
26-0746	CDW GOVERNMENT		7,103.83
26-0747	CENTRAL WELDING SUPPLY		738.77
26-0748	CITY OF KIRKLAND		75,000.00
26-0749	CITY OF LAKE STEVENS		28,467.32
26-0750	COLBY TITLAND		294.00
26-0751	COMCAST BUSINESS		50.05
26-0752	COURIERWEST		2,190.80
26-0753	CSD ATTORNEYS AT LAW P.S.		10,744.50
26-0754	DAVID MESSER		2,201.61
26-0755	DAVID ROUSE		434.57
26-0756	DESERT DIAMOND INDUSTRIES LLC		830.00
26-0757	DIMENSIONAL COMMUNICATIONS, INC.		36,654.62
26-0758	ELECTRONIC BUSINESS MACHINES		736.77
26-0759	EVERETT COMMUNITY COLLEGE		24,049.74
26-0760	EVERGREEN POWER SYSTEMS, INC		3,404.70

**Page Total**

560,068.12

**Cumulative Total**

560,068.12

## Snohomish Regional Fire and Rescue Claims Voucher Summary

03/24/2026

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
26-0761	FELD FIRE		9,008.51
26-0762	FREIGHTLINER NORTHWEST		347.52
26-0763	GALLS, LLC		3,911.20
26-0764	GME SUPPLY COMPANY		194.22
26-0765	GRAINGER		3,393.01
26-0766	HAMILTON MEDICAL, INC.		106,821.00
26-0767	HUDY PLUMBING & HEATING, INC.		719.85
26-0768	IMS ALLIANCE		31.78
26-0769	ISOUTSOURCE		14,229.33
26-0770	JAMAL BECKHAM		439.11
26-0771	JAMES STEINRUCK		551.19
26-0772	JASON BOWEN		1,288.73
26-0773	KROESEN'S UNIFORM CO		52.39
26-0774	KROLL LLC		26,256.00
26-0775	L.N. CURTIS & SONS		682.10
26-0776	LAKE STEVENS SEWER DISTRICT		539.56
26-0777	LAKE STEVENS SEWER DISTRICT		488.71
26-0778	LEAH SCHOOF		468.56
26-0779	LIFE-ASSIST INC		8,785.63
26-0780	LION GROUP INC.		646.85
26-0781	LOWE'S		146.46
26-0782	MATTHEW J. BEECROFT		4,000.00
26-0783	MES   SEAWESTERN, INC		7,418.73
26-0784	MES SERVICE COMPANY, LLC		7,390.20
26-0785	NOAH COMPTON		1,800.00
26-0786	NORTHWEST FORKLIFT, INC.		26,867.10
26-0787	OAC SERVICES, INC.		39,780.16
26-0788	OPERATIVE IQ		2,392.32
26-0789	OTTO ROSENAU & ASSOCIATES, INC.		1,445.25
26-0790	PUGET SOUND ENERGY		999.74
26-0791	PUGET SOUND ENERGY		1,075.19

**Page Total**

272,170.40

**Cumulative Total**

832,238.52

## Snohomish Regional Fire and Rescue Claims Voucher Summary

03/24/2026

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
26-0792	PUGET SOUND ENERGY		952.85
26-0793	PUGET SOUND ENERGY		624.77
26-0794	PUGET SOUND ENERGY		1,287.09
26-0795	PUGET SOUND ENERGY		703.94
26-0796	PUGET SOUND ENERGY		70.13
26-0797	PUGET SOUND ENERGY		535.82
26-0798	PUGET SOUND ENERGY		69.68
26-0799	PURCELL TIRE & SERVICE CENTER		736.14
26-0800	RENEWAL REMODELLING AND REPAIRS, LLC		6,062.63
26-0801	RICK EDWARDS		544.35
26-0802	RICOH USA, INC.		939.13
26-0803	RICOH USA, INC.		50.91
26-0804	ROY WAUGH		255.00
26-0805	SIX ROBBLEES' INC		37.60
26-0806	SNOHOMISH COUNTY PUD		27.72
26-0807	SNOHOMISH COUNTY PUD		1,086.00
26-0808	SNOHOMISH COUNTY PUD		1,863.28
26-0809	SNOHOMISH COUNTY PUD		809.53
26-0810	SNOHOMISH COUNTY PUD		565.22
26-0811	SNOHOMISH COUNTY PUD		254.22
26-0812	SNOHOMISH COUNTY PUD		1,516.08
26-0813	SNOHOMISH VALLEY ROOFING INC		461.80
26-0814	SOUND PUBLISHING, INC		308.70
26-0815	SPRAGUE PEST SOLUTIONS		1,895.78
26-0816	SRFR - PETTY CASH		21,017.65
26-0817	STRYKER MEDICAL		9,569.33
26-0818	SUPERIOR SEPTIC SERVICE, LLC		7,196.38
26-0819	TACTRON, INC.		195.85
26-0820	TK ELEVATOR CORPORATION		951.19
26-0821	TRUE NORTH EMERGENCY EQUIPMENT		6,176.48
26-0822	U.S. BANK NATIONAL ASSOCIATION		60,864.84

**Page Total**

127,630.09

**Cumulative Total**

959,868.61

## Snohomish Regional Fire and Rescue Claims Voucher Summary

03/24/2026

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
26-0823	UNDERWATER SPORTS, INC.		143.66
26-0824	UNITED PARCEL SERVICE		27.11
26-0825	VESTIS		150.45
26-0826	WASHINGTON STATE DEPARTMENT OF NATURAL RESOURCES		305.86
26-0827	WESTERN WASHINGTON UNIVERSITY		12,000.00
26-0828	WHELEN ENGINEERING COMPANY		22,118.77
26-0829	ZIPLY FIBER		281.63
26-0830	ZIPLY FIBER		345.95

<b>Page Total</b>	35,373.43
<b>Cumulative Total</b>	995,242.04



## BOARD OF FIRE COMMISSIONERS MEETING MINUTES

### SNOHOMISH REGIONAL FIRE & RESCUE

SRFR Station 31 Training Room / Via Zoom

163 Village Court, Monroe, WA 98272

March 12, 2026, 1730 hours

#### **CALL TO ORDER**

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

#### **PUBLIC COMMENT**

N/A

#### **UNION COMMENT**

N/A

#### **DISTRICT HIGHLIGHTS**

##### *Proclamation Recognizing Sno911 for ACE Accreditation*

Assistant Chief Lundquist thanked Director Mills for the hard work of their staff at Sno911, as they have been given the green light for accreditation. Commissioner Waugh presented a proclamation recognizing Sno911 for ACE Accreditation on behalf of SRFR.

Director Mills thanked Commissioner Waugh for his dedicated service as a board member for Sno911. He mentioned they have 120 dispatchers certified in ACE Accreditation, and both Sean and Tara were instrumental in helping them accomplish this project for Sno911.

##### *IPSLEI Training*

Assistant Chief Lundquist highlighted the recent IPSLEI Training, where we intentionally brought leaders together from across multiple divisions. There was a tremendous amount of openness, candor, and professionalism in the room with conversations about leadership, culture, and how we can continue to improve as an organization. What stood out the most was teamwork. Regardless of rank or assignment, people showed up to learn from each other. This was a meaningful step forward for our District and Assistant Chief Lundquist thanked everyone who participated and those who facilitated the training. When our leaders grow together it strengthens the entire organization and ultimately benefits the community we serve.



### *Facilities Update*

Deputy Chief Rasmussen reviewed the Capital Facilities Update including highlights on Station 81, Station 32, Station 31, Station 33, Station 71, Station 72, Station 73, Station 77, Station 82, and Station 83. He mentioned the Facilities Needs Assessment Tour with the chiefs back in November, and he reviewed the Facilities Needs Assessment Checklist that is addressed during the 4th quarter of each year. The areas evaluated within the checklist include operational and functional needs, firefighter health and safety, site and building infrastructure, community and response considerations, emergency response systems and features, and strategic and financial planning. Deputy Chief Rasmussen thanked the Board of Commissioners for their support, the Facilities Committee for their leadership, and the SRFR Labor Groups for their professionalism and partnership.

### **CHIEF'S REPORT**

As presented. Assistant Chief Lundquist thanked everyone for their hard work. He thanked the chaplains for all their work. He thanked Firefighter Surkanov and Lieutenant Sayah who on their own time, coordinated and donated surplus bunker gear to a volunteer fire department in Mexico where it could be used. He mentioned a multi-company training event over the course of several days which strengthens coordination between departments and prepares crews for complex rescues and incidents. Their training was just utilized on a call a couple mornings ago, and the crews felt extremely prepared for the emergency situation they were faced with. Additionally the Training Division welcomed two new members to their team, Captain Steinbach and Driver/Operator Epler. We also honored two retirements, Driver/Operator Howard with 25 years of service and Driver/Operator Henderson with 27 years of service. He thanked Logistics for their work to standardize all the equipment and cabinets on our Brush Trucks, and he thanked Community Relations for delivering fire and life safety education in local schools and continued outreach throughout the District. He also highlighted upcoming events including our Scout Day Open House this Saturday, March 14 from 11am - 1pm and Lieutenant Hewitt's Retirement Ceremony on Saturday, March 28 at 9am.

Assistant Chief Lundquist gave a special acknowledgement for Firefighter Fritz and Firefighter Guittar for their extra work searching the scene for a lost wedding ring for one of their patients and delivering the found wedding ring to the patient at the ER. Lastly we have a brand-new veterans' tribute wall at Station 31. The Wall of Honor recognizes SRFR members both past and present, who have honorably served our country in the armed forces and continue to serve our community through the fire service. Thank you to everyone who contributed their time and support to help make this happen. Please take a moment to stop by and take a look at this beautiful tribute.

### **COMMISSIONER REPORTS**

Meeting	Chair	Last Mtg.	Next Mtg.	Reporting
Capital Facilities	Schaub	1/26/26	3/16/26	No
Finance Committee	Steinruck	2/26/26	3/26/26	No
Sno911	Waugh	2/19/26	3/19/26	No



Sno-Isle Commissioners	Fay	3/5/26	4/2/26	Yes
Leadership Meeting	Schaub	1/22/26	TBD	No
Policy Committee	Schaub	3/12/26	4/9/26	Yes
Community Advisory Committee	TBD	11/12/25	6/10/26	No
Lake Stevens City Council	Steinruck	3/10/26	3/24/26	Yes
Monroe City Council	TBD	3/10/26	3/24/26	Yes

*Sno-Isle Commissioners* - No additional comment this evening.

*Policy Committee* - Commissioner Schaub commented that they reviewed a policy on Artificial Intelligence.

*Lake Stevens City Council* - Assistant Chief Lundquist commented it was a light council meeting, and they are planning for their State of the City with Mayor Gailey on March 24.

*Monroe City Council* - Commissioner Alsin commented it was good to have some time with the mayor and city council members. Most of the meeting included a lot of public comment regarding the Davis property annexation.

### **COMMITTEE MEETING MINUTES**

Finance Committee - February 26, 2026

### **CONSENT AGENDA**

#### **Approval of Vouchers**

Benefits Vouchers: 26-0565 to 26-0579; (\$839,824.12)

AP Vouchers: 26-0580 to 26-0719; (\$686,119.39)

#### **Approval of Payroll**

February 28, 2026 Payroll (\$1,656,499.70)

March 15, 2026 Payroll (\$1,643,300.28)

#### **Approval of Minutes**

Approve Regular Board Meeting Minutes February 26, 2026

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

Motion by Commissioner Schaub and 2nd by Commissioner Edwards.

On vote 6/0.

### **OLD BUSINESS**

#### **Discussion**

N/A



## Action

### 2026 Budget Amendment #1

**Motion to approve the 2026 Budget Amendment #1 as submitted.**

Motion by Commissioner Waugh and 2nd by Commissioner Elmore.

On vote 6/0.

## NEW BUSINESS

### Discussion

#### *Leadership Summit*

Vice Chairman Fay commented that we are considering a Leadership Summit from April 1-2 and wondered if these dates could work for the Board.

Commissioner Elmore asked if in the future we could consider that several of the Commissioners still work day jobs, and Assistant Chief Lundquist confirmed they will consider this with future meetings. There will be some big topics addressed at this meeting and we will need to be able to make some decisions by the April 23rd Commissioner Meeting. Assistant Chief Lundquist commented that staff will reconnect with Chief Park and come up with some meeting date options for the Board.

## Action

N/A

## GOOD OF THE ORDER

N/A

## ATTENDANCE CHECK

Regular Commissioner Meeting Thursday, March 26, 2026, at 1730 - Station 31 Training Room/Zoom  
Commissioner Waugh mentioned that he might have a scheduling conflict for March 26.

## EXECUTIVE SESSION

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

Vice Chairman Fay called for an Executive Session to begin at 1823 hours for 5 minutes, until 1828 hours, and with expected action to follow. Vice Chairman Fay resumed the regular Board of Commissioners Meeting at 1828 hours and the Board moved forward with the following motion:

**Motion to approve the post-retirement medical exception request and delegate authority to Chief Park to execute the agreement as presented.**

Motion by Commissioner Elmore and 2nd by Commissioner Waugh.

On vote 6/0.



**ADJOURNMENT**

Vice Chairman Fay adjourned the meeting at 1830 hours.

-----  
Commissioner Davin Alsin

-----  
Commissioner Jeff Schaub

-----  
Commissioner Rick Edwards

-----  
Chairman Jim Steinruck

-----  
Commissioner Troy Elmore

-----  
Commissioner Roy Waugh

-----  
Vice Chairman Randy Fay

**AMENDMENT NO. 1 TO THE INTERLOCAL AGREEMENT  
BETWEEN SNOHOMISH REGIONAL FIRE & RESCUE  
AND SNOHOMISH COUNTY CONCERNING PROVISION  
OF FIRE INVESTIGATION SERVICES**

THIS AMENDMENT NO. 1 TO THE INTERLOCAL AGREEMENT BETWEEN SNOHOMISH REGIONAL FIRE & RESCUE AND SNOHOMISH COUNTY CONCERNING PROVISION OF FIRE INVESTIGATION SERVICES (this "Amendment") is made and entered into as of this 26 day of March, 2026, by and between Snohomish County, a political subdivision of the State of Washington (the "County"), and Snohomish Regional Fire & Rescue, a special purpose district and a political subdivision of the State of Washington (the "District").

**RECITALS**

- A. The County and the District are parties to the "Interlocal Agreement Between Snohomish Regional Fire & Rescue and Snohomish County Concerning Provision of Fire Investigation Services" executed on July 14, 2022 (the "Original Agreement").
- B. Pursuant to Section 10 of the Original Agreement, the Director of the County's Department of Planning and Development Services has authority to execute amendments to the Original Agreement to the extent and under the circumstances more fully described herein.
- C. The County and the District now desire to amend the Original Agreement to extend the Term through December 31, 2028, to allow the County to continue to provide Fire Investigation Services to the District.
- D. The County and the District now desire to amend the Original Agreement to adopt a new fee schedule that provides annual rates for the term extended by this Amendment.

**AGREEMENT**

NOW, THEREFORE, in consideration of the respective agreements set forth below and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the County and the District agree as follows:

**Section 1. EXTENSION OF TERM**

The County and the District agree that the Term specified in Section 9 of the Original Agreement shall be extended by two (2) years. The new Expiration Date of the Agreement is December 31, 2028.

**Section 2. ADOPTION OF NEW FEE SCHEDULE**

The County and the District agree to adopt a new fee schedule as provided herein:

**FEE SCHEDULE/HOURLY RATE**

<b>2027</b>	<b>2028</b>
<b>\$227.00</b>	<b>\$238.00</b>

**Section 3. RATIFICATION**

Except as modified by this Amendment, the Original Agreement shall remain in force and effect in accordance with its terms and is hereby ratified and affirmed.

**Section 4. EXECUTION IN COUNTERPARTS**

This Amendment may be executed in counter parts, each of which shall be an original and all of which shall constitute one and the same instrument.

IN WITNESS WHEREOF, the County and the District have executed this Amendment as of the day and year first written above.

SNOHOMISH REGIONAL  
FIRE & RESCUE

SNOHOMISH COUNTY

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: Brian Park

Name: Michael McCrary

Title: Fire Chief

Title: Director, Department of Planning  
and Development Services

Email: Brian.Park@srfr.org

Email: m.mccrary@snoco.org

Approved as to form only:

\_\_\_\_\_  
Deputy Prosecuting Attorney



## PURCHASE AND TRANSFER AGREEMENT F403 Spartan Diamond Air Unit

This Purchase and Transfer Agreement (“Agreement”) is entered into by and between the City of Kirkland, a Washington municipal corporation (“the City”), and Snohomish Regional Fire and Rescue, a Washington governmental entity (“Snohomish Fire”).

WHEREAS, the City has designated F403, a 2006, Spartan Diamond Air Unit, serial and/or VIN: 4S7BT2D916C055891 (“the Property”), as surplus property; and

WHEREAS, Snohomish Fire has need of additional emergency response equipment; and

WHEREAS, both the City and Snohomish Fire are public agencies under the Interlocal Cooperation Act, Chapter 39.34 RCW; and

WHEREAS, both parties warrant they have complied with all requirements for the transfer of the Property as surplus property under 39.33 RCW.

NOW, THEREFORE, the following terms and conditions are agreed to:

**PAYMENT TERMS:** Snohomish Fire agrees to purchase the Property for \$75,000. This amount will be transferred to the City via check at the time of pick up. The sufficiency of this payment as adequate consideration is hereby acknowledged.

**NO WARRANTIES:** Snohomish Fire recognizes and acknowledges that the Property is being sold by the City in an “as is condition”, without warranty as to its fitness or safety and that any verbal representations to the contrary, if any, are hereby repudiated. Snohomish Fire further agrees the City is making no warranties of any kind about the Property, including but not limited to, its fitness for any particular purpose or its merchantability. Snohomish Fire acknowledges the Property is used and the City does not certify that it has not been modified or altered from its original design. The City does not certify or warrant that the Property is safe, and Snohomish fire relies wholly upon its own observations and inspection of the equipment in determining what use it might make of the Property in the future and as to its safe or unsafe condition.

**REMOVAL:** Snohomish Fire assumes all costs and responsibility for the removal and transportation of the Property from the City’s storage facility. The City will prepare the Property for transfer by the date of this Agreement and remove or retrieve any property that it intends to retain. Any remaining items will be transferred to Snohomish Fire.

**SURPLUS PROPERTY:** RCW 39.33.010 allows for the sale and transfer of public property between public entities. Both parties are political subdivisions of the State of Washington and public agencies under RCW 39.34.020. Both parties warrant they have independently satisfied their respective obligations for the designation and lawful transfer of the Portable as surplus property.

**COMPLIANCE WITH LAWS:** The District shall comply with all applicable federal, state and local laws, rules, and regulations, affecting its performance and hold the City harmless against any claims arising from the violation thereof.

**WAIVER:** As further consideration for the Property Snohomish Fire on behalf of itself, its successors, and assigns, waives and releases any and all rights and causes of action for damages or injury which it may have or which may accrue to it following Snohomish Fire's acceptance of the Property, whether now known or unknown, against the City, its employees, officials, officers and agents for any and all loss, damage or injury or claim or legal action thereof on account of any injury to Snohomish Fire or its property arising out of or in connection with the transport, installation, use or ownership of the Property. Snohomish Fire further agrees to hold harmless, defend and indemnify the City, its employees, officials, officers and agents from any and all claims of liability for injury or damage suffered by third parties or entities arising out of its transport, installation, use, ownership or sale of the Property.

Snohomish Fire further agrees that, to the extent available, it shall procure and maintain insurance against claims for injuries to persons or damage to property which may arise from or in connection with the transport, installation, use, ownership or sale of the Property. The Property may not be returned to the City for any reason.

IN WITNESS WHEREOF, the parties hereto have executed this Letter of Agreement on the dates written below:

**SNOHOMISH REGIONAL  
FIRE AND RESCUE:**

**CITY OF KIRKLAND:**

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

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

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



# OLD BUSINESS

## DISCUSSION





# OLD BUSINESS

## ACTION





# 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>	Draft Policy Approval #POL 26-01		
<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>	<p>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.</p> <p>Draft Policy</p> <ul style="list-style-type: none"> <li>Policy 714 Artificial Intelligence</li> </ul>		
<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><input type="checkbox"/> Scope of work</li> <li><input type="checkbox"/> Contract(s)</li> <li><input type="checkbox"/> Project proposal(s)</li> <li><input type="checkbox"/> Presentation(s)</li> </ul> </li> <li><b>If Financial: Reason RAB must be approved outside of the annual budget process</b></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>	<p>Risk if approved: N/A</p> <p>Risk if not approved: Increased liability due to outdated policies that do not match current agency practices or meet organizational needs.</p>		

<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  <p style="text-align: center;"><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></p> <p style="text-align: center;"><i>Fire Chief will coordinate with Senior Staff for RAB introduction</i></p>	
<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>

# Artificial Intelligence

## 714.1 PURPOSE

### Agency Content

The purpose of this policy is to provide guidelines for the District's use of generative artificial intelligence (GenAI).

## 714.2 REFERENCES

### Agency Content

Policy 800 Records Management

Policy 801 Public Records Disclosure Policy

Policy 803 Patient Medical Record Security and Privacy

Policy 804 Standardization of Station Files

## 714.3 POLICY

### Agency Content

Generative Artificial Intelligence ("GenAI") is a type of artificial intelligence that allows computers to create new content, including text, images, and more, based on inputs or prompts. Members of the District may use GenAI to solve meaningful challenges and enhance service delivery, but should do so in a way that is consistent with the District's policies and reflects the District's values.

## 714.4 ATTRIBUTION

### Agency Content

Any District record in which content created by GenAI is a materially contributing source will be attributed to the GenAI source, such as:

*Some material in this record was generated using [SOURCE].*

Attribution will be removed if the record has undergone a sufficiently complete review such that GenAI is no longer a materially contributing source.

## 714.5 USE OF GENERATIVE AI

### Agency Content

All content created by GenAI will be reviewed by a member of the District prior to each use in an official District capacity. GenAI output is advisory only and does not represent official District positions unless reviewed, approved, and adopted by the District. GenAI content review will evaluate and verify that the content:

- Is accurate, relevant, and free of potential bias;
- Complies with state and federal law, as well as the District's policies and practices; and
- Includes attribution to GenAI, if required.

## Artificial Intelligence

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All use of GenAI by members of the District will comply with privacy and data protections, and maintain data integrity as identified in federal and state laws and the District's policies and standards.

Members of the District shall not:

- Install GenAI programs that have not been reviewed and approved by the District.
- Use GenAI to record any private communication without the prior consent of all the participants.
- Input or upload personally identifiable protected health information into GenAI that is not approved by the District for that specific purpose.
- Input or upload documents or information that is not otherwise available to the public, including sensitive and private documents and information into GenAI without (i) specific approval from the Fire Chief and/or designee(s) and (ii) appropriate safeguards.
- Use GenAI for reasons other than District purposes while on duty or using the District's facilities.
- Use GenAI in a manner or for a reason that would violate the District policies and practices.
- Rely on GenAI in making consequential decisions with no human oversight, including but not limited to, as it relates to hiring, performance reviews, discipline, investigations, termination, and financial grants and awards.
- Input or upload attorney-client or work-product material.

### 714.6 PUBLIC RECORDS

#### Agency Content

The Records Officer, in coordination with the Fire Chief or designee(s), will establish policy to ensure compliance with retention schedules. Regardless of the required retention period, if records responsive to a public disclosure request exist, they will be disclosed. The use of GenAI does not create new public records exemptions or alter the applicability of existing exemptions under law.

The District does not endorse a single District-wide GenAI platform and therefore does not provide AI tool-specific training. Employees may use publicly available or personally accessed GenAI tools for District business only in compliance with this policy and other relevant policies (e.g. Public Records, Records Retention, etc.)

Employees are responsible for understanding that non-District GenAI tools may retain or reuse prompts and outputs; are not controlled by the District; and, do not serve as systems of record for the District.

AI prompts submitted to GenAI tools may constitute public records under RCW 42.56.010 if they contain information relating to District operations, policies, procedures, decision-making, or other District business. When AI generated output is retained for District business, employees should retain the associated prompt if feasible to preserve context. For District business where

## Artificial Intelligence

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prompt retention is not possible (e.g., using personal or public AI tools), employees must avoid submitting sensitive, internal, or decision-informing information. Use of public AI tools does not exempt employees from compliance with public record laws.

When GenAI is used for District business, any outputs that are used, relied upon, shared, or incorporated into District work products constitute public records, regardless of whether the GenAI tool was accessed through a personal or free account.

GenAI may be used to assist with the creation of meeting minutes, summaries, or transcripts. When used:

- AI-generated meeting minutes or summaries that are reviewed, approved, and retained by the District constitute public records and must be retained in accordance with applicable retention schedules;
- Draft summaries, working notes, or preliminary outputs that are not shared or retained may be considered transitory and may be destroyed when no longer needed;
- Audio or video recordings and IA-generated transcripts are subject to retention requirements based on their use and applicable retention schedules;
- The official meeting record is determined by the District's established records practices, regardless of whether AI was used in its creation;
- Meeting participants shall be informed when GenAI is used to record, transcribe or summarize a meeting, consistent with applicable notice and consent requirements; and
- GenAI may not be used to record, transcribe, or summarize executive sessions, closed sessions, investigatory meetings, confidential labor discussions, or other non-public communications unless expressly permitted by law and authorized by the District.

Any digital information captured by agency systems while a public employee or official is going about their duties is likely a public record because it meets the definitions in RCW 42.56.010 for a "writing" and a "record."

When using GenAI, members of the District will preserve or destroy records created when using GenAI pursuant to the District's ordinary retention schedule and the Local Government Retention Schedule (CORE).

Members of the District shall not use GenAI or other technologies for the purpose of avoiding the creation, retention, or disclosure of public records.

Content created by GenAI but not used or retained by the District is not a public record and is not covered by the District's retention schedule.

### 714.7 RESPONSIBILITIES

#### Agency Content

The Fire Chief or authorized designee is responsible for overall oversight of the District's use of GenAI. This responsibility includes:

## Artificial Intelligence

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- Establishing expectations for lawful, ethical, and appropriate use of GenAI consistent with District values and this policy;
- Ensuring coordination among divisions, including legal review, Records Management, IT, and Risk Management as necessary to support compliance;
- Nothing in this policy requires the Fire Chief or designee to approve or authorize individual GenAI tools used by employees; and
- The Fire Chief or authorized designee will appoint an AI Coordinator, who will report to the Fire Chief or authorized designee.

The IT Manager is responsible to act as the AI Coordinator; responsibilities include:

- Providing guidance and best-practice standards through District policy for the appropriate use of GenAI for District business;
- Monitoring emerging risks, regulatory developments, and industry standards related to GenAI and recommending policy updates as appropriate;
- Supporting audits, reviews, or investigations related to GenAI use when requested; and
- Review and provide training for any new proposed District-wide GenAI program in coordination with legal, records management, risk management and leadership prior to implementation.

The AI Coordinator does not approve, authorize, or maintain an inventory of all GenAI tools used by employees.

The Records Officer, in coordination with the AI Coordinator is responsible for:

- Interpreting and applying records retention and public disclosure requirements to records created, used, or retained through GenAI;
- Determining whether GenAI-related materials constitute public records subject to retention or disclosure;
- Establishing procedures to ensure GenAI-related records are preserved, retained, or destroyed in accordance with applicable retention schedules and legal requirements; and
- Coordinating responses to public records requests involving GenAI-related records.



# NEW BUSINESS

## ACTION





# EXECUTIVE SESSION

