

**Summary Minutes of the Regular Board Meeting
September 12, 2019**

Commissioner Snyder called the meeting of the Board of Fire Commissioners to order at 1530 hours. Commissioners Fay, Schaub, Snyder, Wells and Woolery were present. Commissioner Waugh was absent with prior notice. Commissioner Woolery arrived during Discussion Item D.

AGENDA CHANGES:

- Addition of an executive session to discuss a publicly bid contract per RCW 42.30.110(1)(d)
- Addition of an action item to re-sign a word updated in Resolution 2019-14 and typos in resolution 2019-15. In addition a letter providing past practice will be attached to resolution 2019-15.

GENERAL PUBLIC COMMENT: *None*

UNION COMMENT:

CHIEF'S REPORT

Chief Meek discussed items from the Chief's Report.

There was brief discussion about plans to move forward with educating the community in order to get the levy passed in November.

CONSENT AGENDA

A. *Voucher Approval:*

- Benefit Vouchers #19-02137 - #19-02144 in the amount of \$411,448.03 were presented to be approved.
- AP Vouchers #19-02145 - #19-02301 in the amount of \$461,187.81 were presented to be approved.

B. *Payroll Approval:* August 31, 2019; (\$795,894.18)

C. *Payroll Approval:* September 13, 2019; (\$814,659.32)

D. *Approval of Minutes*

- 1) Approve Board Meeting Minutes of August 22, 2019.
- 2) Approve Special Board Meeting Minutes of August 29, 2019.

E. *Secretary's Report on Correspondence*

MOTION: Commissioner Wells moved and Commissioner Schaub seconded to approve the Consent Agenda. On vote, **Motion Carried 4/0**

DISCUSSION ITEMS:

A. Combining all Commissioner meetings & locations

Chief Meek noted that the Lake Stevens Commissioners all agreed at their last meeting to hold all meetings starting with October to be together at Station 31 the second and fourth Thursdays of each month at 1700 hours. Commissioners in attendance agreed.

B. Resolution 2019-16 Concurrent Resolution declaring merger completed.

Chief Meek noted he's hoping to move that resolution forward as an action item.

C. Resolution 2019-17 Accepting petitions for annexation of unincorporated area.

Chief Silva has been working on this for a while with Harmsen & Associates with a final document available at the next meeting. It is broken into 11 territories so some of the legal descriptions have been changed. Have been working with Rich Davis's office as well. This will need 11 different filings to annex into the District.

1 **D. Draft Policy – Financial Assistance**

2 AC Silva noted that in the past if someone needed financial assistance for an EMS transport fee,
3 they would contact Systems Design. If the hospital gave financial assistance then the District
4 would allow the request. There is no current process for those in financial hardship outside the
5 Fire District and this situation has recently occurred. The District has been drafting a policy and a
6 couple forms with Systems Design to address this. One form is for any EMS transport and MVC
7 billing that would go through Systems Design, and the second form is for all other situations, for
8 example waiving the Admin fee.

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10 Commissioner Snyder inquired if this process was common. While it's not for our District, it is a
11 very common process for other districts. It was also noted that this was what District 3 used to do
12 with Systems Design prior to the merger as well.

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14 **ACTION ITEMS:**

15 **A. Interlocal Bidding/Purchasing agreement between District 7 and the City of Bellingham**

16 Allows Bellingham to piggyback on the bid for the predicted software and has run through their attorneys.

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18 **MOTION:** Commissioner Fay moved and Commissioner Schaub seconded to approve the Interlocal
19 Bidding/Purchasing agreement. On vote, **Motion Carried 5/0**

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21 **B. Update to Resolution #2019-14 and Resolution #2019-15**

22 Chief Meek clarified that one word was changed per legal recommendation on Resolution #2019-14 and
23 typographical errors corrected on Resolution 2019-15 and asked the commissioners to re-sign these resolutions.

24
25 **COMMISSIONER COMMITTEE REPORTS**

26 **A. Risk Management:** Met August 27, 2019 at Snohomish County Fire District 22 at 1900. Meets
27 next November 5, 2019 1900 Snohomish County Fire District 22.

28 **B. Impact Bargaining - IAFF Local 2781:** Meeting TBD.

29 **C. Impact Bargaining – Teamsters:** Meeting TBD. Received notice from the Teamsters to begin
30 impact bargaining.

31 **D. Capital Facility Committee:** There was a station tour for Commissioners held August 23, 2019.

32
33 **OTHER MEETINGS ATTENDED**

34 **A. DEM Meeting:** Commissioner Fay noted that something has come up that he's discussed with Chief
35 O'Brien in regards to a rather significant transportation meeting coming up Sept 25 from 8:30-12:30.
36 This meeting will involve WASHDOT, the County and the main discussion will surround what will we
37 do for critical planning in an emergency or storms with WASHDOT laying out the mapping for critical
38 route planning, the County will weigh in with coordination efforts. He noted it may be useful to send
39 someone from District 7 to attend this meeting as some other Fire Districts already plan to attend.

40 **B. Leadership Meeting:** Meets next October 2, 2019 0900 at Station 71 Training Room

41 **C. Sno-Isle Commissioner Meeting:** Meets next October 3, 2019 1930 at Getchell with a panel
42 discussion regarding EMS of large and small districts. It was suggested it would be beneficial to have
43 Brian Snure in attendance at this meeting as well. Brief discussion took place surrounding the panel
44 discussions. November's meeting will be in North County.

45
46 **OLD BUSINESS:**

47 It was discussed to move a discussion for the framework of the new organization at the next meeting to a possible
48 action. There was no objection.

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50 **CALL ON BOARD:**

51 Reminder about the Commissioner Retreat the weekend of September 28th. Commissioner Wells announced she
52 may be a little late arriving.
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ATTENDANCE CHECK

All board members in attendance noted they would be available for the next board meeting at 1700 on September 26, 2019 at the Lake Steven Conference Center.

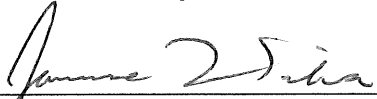
EXECUTIVE SESSION:

The Commissioners went into Executive Session at 1600 for five (5) minutes to discuss a publicly bid contract per RCW 42.30.110(1)(d).

Regular session resumed at 1605 with no action taken.

The meeting was adjourned at 1605 by Commissioner Snyder.

Snohomish County Fire District #7



Jamie Silva
Secretary of the Board