



SNOHOMISH REGIONAL FIRE & RESCUE

BOARD OF FIRE COMMISSIONERS MEETING MINUTES SNOHOMISH REGIONAL FIRE AND RESCUE

Fire District 7 Station 31 Training Room/ Via Blue Jeans
163 Village Court, Monroe, WA 98272
December 10, 2020 1730 hours

CALL TO ORDER Chairman Waugh called the meeting to order at 1730 hours via virtual platform. In attendance was Commissioner Fay and Commissioner Woolery. In attendance via video: Commissioner Edwards, Commissioner Elmore, Commissioner Gagnon, Commissioner Schaub, Commissioner Snyder, and Commissioner Steinruck.

PUBLIC COMMENT

None

UNION COMMENT

None

CHIEFS REPORT

Chief O'Brien presented his Chief's Report as submitted. Chief O'Brien stated great work to everyone, and he appreciates the hard work everyone is doing during this pandemic. Chief also sends out congratulations to the new Firefighters and thanked Lieutenant McConnell and the Training Division. Kudos also to Pamella & Kendra on their hard work on the interview process.

Chairman Waugh gave a kudos to Scott Dorsey who was on Good Morning America last week, they tapped into his expertise on the COVID evaluation.

CONSENT AGENDA

Approve Vouchers

Benefit Vouchers: 20-03054 to 20-03077; (\$606,883.84)

AP Vouchers: 20-03078 – 20-03238; (\$586,107.91)

Approval of Payroll

November 30, 2020 \$1,129,788.26

Approval of Minutes

Approve Regular Board Meeting Minutes – November 24, 2020

Motion to approve the Consent Agenda as submitted.

Motion by Commissioner Steinruck, 2nd by Commissioner Edwards.

On Vote, **Motion carried 9/0.**

CORRESPONDENCE

OLD BUSINESS

Discussion

ALS Service Agreement – AC Huff reported that up to this point we are looking at a go live date of January 1, 2022. Initially the orders were to have this done in 2021 but by the time we had a draft and reviewed the finances, it would



SNOHOMISH REGIONAL FIRE & RESCUE

have only given those we contract ALS services with one (1) month and they were already into their budgeting for 2021. It was believed it would be the professional thing to do from our department to give them at least a full year notice of the increase they are going to see in the ALS ILA. The District has run through the draft of the ILA and the resolution for the surcharge with the Finance Committee. The District has kept the union informed as well as our ALS partners who provide ALS services to some of our districts and let them know. The Chiefs have met with the Chiefs of District 17 & District 5 to give them a brief overview. The current timeline is that the District is still working with Finance to come up with a formula and is waiting for the ratification of the Union 2781 Collective Bargaining Agreement (CBA). The largest cost to the ILA is labor expense and are currently working off the 2019 Union 2781 CBA. Once the Union 2781 CBA is ratified, the District will be able to use true 2022 costs for labor as well as obtaining the assessed values for 2021 in February or March. Included in the board packet is the commissioners' first view of the termination notice for District 17 and also a one (1) year extension for District 5 as we are under a one (1) year ILA with them. Chief O'Brien has been in contact with both the District 17 Chief and District 5 Chief. It is also his wish to extend it for one (1) year ending the long term ILA that will roll out in 2022.

The District will be seeking Board approval for the District 5 extension and the letter to Granite Falls at the next Board meeting.

Action

Commissioner Elmore stated that given the COVID-19 situation there are an extra amount of hours that people have had to put in. After a lot of discussion Commissioner Elmore feels like it is the most prudent and right thing to do to take care of our folks and take care of the leave sellback.

Executive Contract Leave Sellback

Motion to approve the Executive Contract Leave Sellback as submitted.

Motion by Commissioner Elmore, 2nd by Commissioner Snyder.

On Vote, **Motion carried 9/0.**

AC Silva reported the items that the District no longer needs that is being recommended for surplus.

Resolution 2020-28 Surplus of Fire Hose-Nozzles-Axes and Computer Equipment.

Motion to approve Resolution 2020-28 Surplus of Fire Hose-Nozzles-Axes and Computer equipment as submitted.

Motion by Commissioner Woolery, 2nd by Commissioner Fay.

On Vote, **Motion carried 9/0.**

NEW BUSINESS

Discussion

Commissioner Positions – Brian Snure reported on the updated version of this memo. With the Commissioner positions that were first looked at shortly after the merger, and due to the District 3 and District 7 merger reduction in Commissioner positions still incomplete, the statute didn't really address a process. The District asked for the legislation to try to get the authority for the new district to go to a seven (7) member board. The original version of this was written last January which is why there were only three (3) options in it. Option three (3) would have been the presumed option if that legislation had passed last year. As it stands, even if that legislation passes this year, the Commissioner filing period is going to come and go before the District could ever get that on the ballot to get voter approval. To make the memorandum as simple as possible we are only looking at option one (1) and what that means is that every Commissioner that has a position ending in 2021 will all be competing for one position next



SNOHOMISH REGIONAL FIRE & RESCUE

November. Position No. 2 will be the one that is on the ballot next November and in 2023 Randy and Troy would both be up for reelection, both of those positions would be filled and in 2025 Roy, Paul and Rick would be up for reelection and out of those three people there would be only two (2) positions to fill if we haven't gotten to a 7 member board by that time. If the 7 member legislation does pass, and we get voter approval, that will change this plan. For planning purposes this is the process the District currently needs to follow. Commissioner Snyder stated that he will not be re-running.

Chief O'Brien asked about the new directive proclamation from the Governor on meetings and what that means for our meetings. Brian stated that there is now an allowance to have an in-person component to our virtual meeting. This doesn't mean that you can go back to in-person meetings, this is not what the proclamation says. The presumption is that we will continue to have Blue Jeans meetings but we can have a quorum of the board in one place. If you have a quorum of the board in one place, or members of the public want to be at a physical location this is allowed but must maintain 6 feet separation and no more than 25% of the room capacity is allowed. This gives the board an option of being all together if the room is large enough but we still have to have the Blue Jeans meeting as the primary meeting vehicle.

Commissioner Chair – Chairman Waugh stated he is willing to stay on as the Chair. Commissioner Elmore stated that Chairman Waugh is doing a great job. Chairman Waugh thanked everyone for the kind words and referred this to the first meeting in January.

Task 2 Capital Facilities Plan – AC Silva reported that we were nearly complete with task one and are just waiting for the summary. The District would like to move forward with task two. There will a motion at next meeting for an Action Item.

3rd Quarter Financial Reports – Chairman Waugh reported that the Finance Committee met, Camille laid out a very detailed report.

Budget Amendment – This will be presented at the next meeting for action.

Action

COMMISSIONER COMMITTEE REPORTS

Joint Fire Board with Mill Creek (Elmore/Fay/Waugh):

Finance Committee (Waugh/Elmore/Snyder/ Woolery): Reviewed the action, Commissioner Elmore talked about the buyback. There will be an additional meeting next week for the auditors exit interview and the discussion of the VEBA benefit.

Policy Committee (Woolery/ Elmore/Edwards/Schaub):

Labor/Management (Fay/Waugh):

Contract Bargaining (Fay/Waugh):

Shop Committee (Woolery/Edwards / Gagnon/Snyder): - Commissioner Woolery reported that there is talk about hiring a temporary employee. The Shop is going to move forward with making that a full-time position due to retirement. They are establishing a hiring list which posted December 10, 2020.

Strategic Plan Committee (Schaub/Fay/Snyder/Steinruck):

Capital Facilities Committee (Snyder/Gagnon/Schaub/ Woolery):

Government Liaisons:

Lake Stevens (Gagnon/Steinruck):

Monroe (Edwards/Snyder/Woolery):

Mill Creek (Elmore/Fay/Waugh):



SNOHOMISH REGIONAL FIRE & RESCUE

Legislative (Elmore/Schaub):

OTHER MEETINGS ATTENDED

Snohomish County 911 (Waugh)

Regional Coordination

Leadership Meeting (Fay/Schaub)

Sno-Isle Commissioner Meeting –Shawn Frederick at the Snohomish Health District and Chief Alexander from the Snohomish County Fire Chiefs Association spoke on what they are looking at for next year in regards to COVID. The next meeting will be January 7th. Roger Ferris from the State Fire Commissioners Association will be giving an update on what's happening on the state level with the biggest difference being the 2021 legislative session going virtual.

GOOD OF THE ORDER

ATTENDANCE CHECK

Regular Commissioner Meeting, December 17, 2020 at 1730 - Station 31 Training Room/Blue Jeans – Commissioner Woolery noted that he may not be able to attend.

EXECUTIVE SESSION

At 1805 hours, Chairman Waugh called for an executive session to review the performance of a public employee per RCW 42.30.110(1)(g) for ten (10) minutes. Business Administrator Leah Schoof, HR Director Pamela Holtgeerts, and District Attorney Brian Snure also attended the executive session.

Chairman Waugh reconvened the open public meeting at 1815 hours with the following action:

Motion to approve a 1% CPI-W June to June Cost of Living Adjustment for 2021 for contracts related to Resolution 2020-14.

Motion by Commissioner Elmore, 2nd by Commissioner Gagnon.

On Vote, **Motion carried 9/0.**

Motion to amend Assistant Chief Huff's Contract management benefit from 6.5% to 10% consistent with an increase in duties.

Motion by Commissioner Elmore, 2nd by Commissioner Steinruck.

On Vote, **Motion carried 9/0.**

ADJOURNMENT

Chairman Waugh adjourned the meeting at 1816 hours.

Snohomish Regional Fire and Rescue



Commissioner Randy Fay



SNOHOMISH REGIONAL FIRE & RESCUE

by Virtual Attendance

Commissioner Rick Edwards

by Virtual Attendance

Vice Chairman Troy Elmore

by Virtual Attendance

Commissioner Paul Gagnon

by Virtual Attendance

Commissioner Jeff Schaub

by Virtual Attendance

Commissioner William Snyder

by Virtual Attendance

Commissioner Jim Steinruck

by Virtual Attendance

Chairman Roy Waugh

Not in Attendance

by Virtual Attendance

Commissioner Randal Woolery

by Virtual Attendance

Chief Kevin K. O'Brien