

**Snohomish County Fire District 7
8010 180th Street SE
Snohomish, WA 98296**

**Summary Minutes of the Regular Board Meeting
January 14, 2016**

Commissioner Waugh called the meeting of the Board of Fire Commissioners to order at 0800 hours. Commissioners Waugh, Schaub, Fay, Willner, and Palumbo were present.

Consent Agenda Items:

Minutes: The summary minutes of the December 23, 2015 Regular Board Meeting was submitted for approval.

Financial Report:

- The January 15, 2016 - regular pay was submitted in the amount of \$404,292.39.
- Vouchers #0001-16 through #0061-16 in the amount of \$408,301.38 submitted for approval

Consent Agenda for January 14, 2016

MOTION: Commissioner Schaub moved to approve the consent agenda as presented. The motion was seconded and passed.

Union Comment: IAFF Local 2781 Union President McConnell gave encouragement to the Board to move forward with the merger, saying that we are going to build a strong future together.

Commissioner Palumbo commented that it was very helpful to go with a one year deal for the union contract.

Chief's Report:

- Introduction of the new Human Resources Director – Pamella Holtgeerts
- Introduction of the 3 new firefighters – Evan Merritt, Mitchell Shrauner, and Jacob Winter

Chief Meek introduced Pamella to the Board.

Chief Meek explained that Lieutenants Gardner and Grace will be attending the academy along with the new firefighters.

Lieutenant Gardner introduced the new firefighters.

Chief Meek has been working with the peer fitness trainers for the health and wellness of our employees.

Chief Clinton has recently been awarded the Chief Training Officer designation and has also received the Engineer Credentials. Congratulations to Chief Clinton.

Also District 7 received a 3 rating within the city and the District from the Rating Bureau.

Commissioner Waugh called the Rating Bureau to with questions on the ratings structure. They were unable to answer Commissioner Waugh's questions. Commissioner Waugh is expecting them to call him back today.

Chief Meek is receiving a lot of positive feedback from the most recent Leadership meeting.

Mill Creek had an open house last week where the candidates for the Police Chief position were present. Chief Meek observed that the candidates were all very different.

Commissioner Waugh called for nominations for Board Chairman.

Commissioner Fay nominated Commissioner Waugh, and Commissioner Palumbo seconded the nomination. The Board elected Commissioner Waugh as Chairman.

Commissioner Waugh called for nominations for Board Vice Chairman.

Commissioner Willner nominated Commissioner Fay as Vice Chairman. Commissioner Schaub seconded the nomination. The Board elected Commissioner Fay as Vice Chairman.

Action Items:

The Board signed the IAFF Firefighter Contract for 2016.

Commissioner Fay explained that he appreciated that the labor group was willing to go with a one year contract until the Mill Creek contract is settled.

Action Items: Resolution no. 2016-1: A RESOLUTION TO CHANGE THE REGULAR BOARD OF COMMISSIONERS MEETING TIMES AND LOCATIONS

MOTION: Commissioner Schaub moved to approve Resolution 2016-01 as presented. The motion was seconded and passed.

The meetings will be at 7:00 PM, with the first meeting being held at station 31 in Monroe, and the second meeting of the month being held at station 71 in Snohomish. The meetings will be held on the second and fourth Thursdays of the month.

Chief Andrews discussed the new contract with AT&T for the tower rent. He noted that the escalation rate is only 3%, down from 4%.

CFO Tabor explained that the other tower contract is much lower.

Action Items:

MOTION: Commissioner Fay moved to approve the AT&T contract renewal as presented. The motion was seconded and passed.

Discussion Items:***Capital Facilities Prioritization******Capital Facilities Funding*** (Bonds, M&O Levy etc)***Benevolent Fund Quarterly Report*** (January 28, 2016)***AT&T proposal to renew the contract for cell tower at Station 73******Old Business:******Liz Loomis / Marketing –***

PIO Chadwick gave a presentation to the Board on the public communications plan for District 7. She passed out a document describing her goals for the year. She explained that this is a working document, and may change as needed. She gave a brief overview of her lesson plans for the schools, and how she plans to build on the messages over time at different grade levels. She also discussed posting to the District's Facebook and Twitter accounts and to the District's website.

Commissioner Fay asked about discussions regarding District 7's innovation with respect to the merger.

Liz Loomis commented that language will be added regarding innovation regarding the merger between the two Districts.

Commissioner Fay added that District 3 is a partner in the innovation.

Commissioner Fay asked about finding ways of involving the Commissioners by making themselves available to answer questions. He also asked about involving District 3 in this.

Commissioner Waugh agreed that Commissioners should be more involved.

Standards of Cover / Accreditation / Accreditation –

Chief Meek explained that the data for the Standards of Cover Report is 99.9% accurate, and that we are on track with the report.

Committee Reports:

- Joint Fire Board with Mill Creek: TBD (Palumbo/Fay)
- Strategic Plan: February 2016 (Fay and Palumbo)
- Risk Management: 4/26/16 – 18:30 Fire District 15 (Willner and Schaub)
Minutes are attached
- Training Committee: TBD/Station 71 (Fay and Palumbo)
- Labor/Management: Delayed for Labor Negotiations Station 71 (Waugh and Fay)
- Finance Committee: TBD (Waugh and Palumbo – Alternate Willner) CFO Tabor presented a budget amendment for 2016. The District ended 2015 with a budget surplus.

- IAFF Labor Negotiations: for the BC Contract TBD: Station 71 (Waugh / Fay)
- Safety Committee: 1/25/16 /Minutes attached. Station 71 (Fay and Willner)
- Capital Facilities Committee: TBD (Palumbo and Willner)
 - Fales Rd Project –
- Station 72 Bay Extension
- Policy Committee (Willner/Schaub): Postponed until January 2016 / Station 71

Other Meetings:

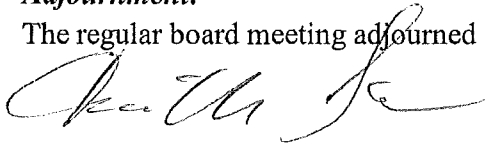
- SNOPAC: TBD (Waugh)
- Regional Coordination
- Leadership Meetings – 2/3/2016 Station 71 at 0830
- Sno-Isle Commissioner Meeting TBD (Waugh)

Chief Andrews noted that there is a Seahawks rally in Monroe tomorrow.

Executive Session:

Adjournment:

The regular board meeting adjourned at hours.



Camille Tabor, Secretary of the Board