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**Summary Minutes of the Regular Board Meeting
April 28, 2016**

Commissioner Snyder called the meeting of the Board of Fire Commissioners to order at 1900 hours. Commissioners Inman, Palumbo, Schaub, Schwartz, Snyder, Waugh, Wells, Woolery, Willner were present. Commissioner Fay was absent with prior notice.

GENERAL PUBLIC COMMENT—Hello Denise

None

UNION COMMENT

A. None

PUBLIC HEARING

A. The Public hearing was opened. Since there were no public comment, the hearing was immediately closed.

JOINT MEETING AGENDA

A. Secretary's Report on Correspondence

B. Approve of Minutes

1) District 7 Special Meeting Minutes of April 13, 2016

Commissioner Palumbo moved and Commissioner Schaub seconded to approve the special meeting minutes of April 13, 2016.

Commissioner Schwartz requested to strike the word "Joint" on line 26 as this meeting was a District 7 only special meeting.

On vote, **Motion Carried 4/0**

2) Approve Regular Joint Meeting Minutes of April 14, 2016

Commissioner Willner moved and Commissioner Palumbo seconded to approve the regular joint meeting minutes of April 14, 2016.

Commissioner Schwartz requested to change the word "is" on the first page, line 47 to "it". He also noted that Page 2 from line 40 needed to state that Woolery is in the Mill Creek Committee rather than himself as well as on page 4 line 6 to correct the word "like".

On vote, **Motion Carried 9/0**

C. Merger Update

1) **Merger Process & Timeline:** Chief Clinton updated the board on the merger process and timeline. He informed the board of the posted Pro and Con committees at both stations. He noted the testing has begun to implement the fourth platoon as well as some combined training between the districts. Chief Silva commented that there is a company officers list that is active and there will be some interviews from that for three possible company officer promotions but that there is not an active battalion chief list and they are currently in the process of working on that.

1 **D. Chiefs Report**

- 2
- 3 - Chief Meek informed the board that the recruit class graduated and wanted to congratulate them in
- 4 successfully completing their courses as well as to commend both Gardner and Grace for their leadership
- 5 as company officers up at the academy. Chief Silva noted that Chief Meek was the special speaker at
- 6 the graduation and did a great job representing Districts 3 and 7. The new recruits finished working on
- 7 days and will move to their shifts effective May 1, 2016.
- 8 - The RFP is out for the accounting software and noted that it would take 6-8 months to implement and
- 9 that prices ranged from \$60,000 to \$250,000.
- 10 - Jeff Schaub asked about the progress on the combined commissioner's calendar. Chief Meek noted he
- 11 would ask the IT rep and get back.
- 12

13 **E. Joint Commissioner Committee Reports**

- 14
- 15 1) **Joint Fire Board with Mill Creek (Palumbo/Fay/Woolery):** Chief Meek gave some brief highlights of
- 16 the meeting. The City Manager has asked that the District give quarterly reports to the council and in
- 17 addition to provide a financial component to it specific to the transport revenues (what was billed,
- 18 collected & written off). The EMS levy that Mill Creek is going to run was also discussed. It was noted
- 19 that the levy rate will be the same as District 7. The members of the Joint Fire Board discussed that they
- 20 want to be involved in the discussions regarding the contract and not allow one on one negotiations to
- 21 occur between the City Manager and the Chief. Chief Meek indicated that Commissioner Waugh should
- 22 be part of the discussion as the City Manager wants to understand the history of the contract. The Joint
- 23 Fire Board will determine if they will make the next meeting a public meeting with 3 commissioners
- 24 present or provide an alternate to one of the existing members. Randy Woolery will take Dean
- 25 Schwartz's place on the committee.
- 26
- 27 2) **Safety Committee (Fay/Schaub/Inman):** May 23, 2016 1800 at Station 71. Chief Meek noted that Chief
- 28 Wirtz included a safety report in the board packet. Wirtz is taking the best procedures from both districts
- 29
- 30 3) **Risk Management (Willner/Schaub):** April 26, 2016 1830 @ Fire District 15. Commissioner Willner
- 31 noted there are some attempts to gain some HR help from John Murphey for some of the smaller districts.
- 32 The next meeting is August 23rd. The merger was discussed at the meeting. Gordon did discuss putting
- 33 together an estimate for Monroe. It was noted a couple months' notice to WCIA to terminate was
- 34 sufficient. There was just one small claim for the group so the first quarter looked good.
- 35
- 36 4) **IAFF Labor Negotiations – BC Contract (Waugh/Fay):** April 27, 2016 0900 Station 71. Chief Meek
- 37 noted that it's down to one issue left from the last negotiations. There may be an executive session at
- 38 the next meeting to have further discussions.
- 39
- 40 5) **Capital Facilities Committee (Willner/Palumbo/Snyder):**
- 41
- 42 - **Fales Rd Project:** Working with the building design company to finalize things. Needs input from
- 43 the building committee on some specific decisions. The property owner to the north of the property
- 44 has requested a site visit. It was requested the committee give Chief Meek some available dates to
- 45 meet with TCA.
- 46 - **Station 72 Bay Extension:** The AIA contract with the Station 72 project is complete. Eric has
- 47 the final draft and will then be ready to bid.
- 48
- 49

50 **F. Other Meetings Attended:**

- 51
- 52 1) **SNOPAC/SNOCOM** (Waugh): Commissioner Waugh reported on the latest meeting. The
- 53 Version 11 upgrade is a pretty extensive upgrade and will be treated as a roll-up.

- 1 2) **Leadership Meeting:** The next meeting will take place June 1, 2016 0900 @ Station 31. Wayne
2 Senter is scheduled to come back for the second half of the presentation
3 3) **Sno-Isle Commissioner Meeting:** Commissioner Schwartz noted the next meeting is May 5 at
4 Granite Falls with the speaker being Roger Farris.
5

6 **DISTRICT 3 REGULAR BUSINESS**
7

8 **A. Consent Agenda Items:**

- 9 1) The following vouchers were submitted for approval:
10 a) MFD General Fund #1605001-1605019; (\$34,337.23)
11 b) MFD General Fund #1605020-1605028; (\$11,682.19) - new
12 c) ECFSS General Fund #1605001-1605023; (\$20,436.01)
13 d) ECFSS General Fund #1605024-1605044; (\$4146.52) - new
14 e) MFD Healthcare Fund #1605001-1605002; (\$56,772.07) - new
15

16
17 **MOTION:** Commissioner Woolery moved and Commissioner Wells seconded to approve the consent agenda
18 including the new vouchers presented that evening. On vote, **Motion Carried 5/0**
19

20 **B. Action Items:**

- 21 1) Approve Resolution 2016-5 to put the merger on the August ballot:
22 Chief Silva noted it was prepared by attorney Rich Davis and has been sent to the prosecuting
23 attorney's office to be put on the ballot.
24

25 **MOTION:** Commissioner Schwartz moved and Commissioner Wells seconded to approve Resolution 2016-5
26 putting the merger on the August ballot. On vote, **Motion Carried 5/0**
27

- 28 2) Review/Approve Interlocal Cooperative Purchasing Agreement with Whatcom Co. FD #7 for the
29 purchase of an EMS Vehicle: Whatcom Co FD #7 requested to tag onto the Braun Bid.
30

31 **MOTION:** Commissioner Inman moved and Commissioner Schwartz seconded to approve the Interlocal
32 Cooperative Purchasing Agreement with Whatcom Co. FD #7. On vote, **Motion Carried 5/0**
33

34 **DISTRICT 7 REGULAR BUSINESS**
35

36 **A. Consent Agenda Items:**

37 **Financial Report:**

- 38 • The April 29, 2016 regular pay was submitted in the amount of \$657,747.00.
39 • Vouchers #0486-16 through #0543-16 in the amount of \$297,451.10 were submitted.
40

41 **MOTION:** Commissioner Schaub moved and Commissioner Willner seconded to approve the consent agenda
42 items as presented. On vote, **Motion Carried 4/0**
43

44 **B. Discussion Items:**

- 45 1) Standards of Cover / Final Report: Chief Meek noted that Commissioner Willner submitted three
46 comments on it. The Board approved Chief Meek to authorize Fitz & Associates to produce the
47 final document then staff will need to get back together to make recommendations to the Board in
48 regards to the recommendations made in the document.
49

50 **MOTION:** Commissioner Palumbo moved and Commissioner Schaub seconded to approve Standards of Cover
51 report as presented. On vote, **Motion Carried 4/0**
52

53 It will take 7-10 days to get the final document that can then be posted online.

1
2 **C. Other Business:**
3

4 Staff has caught a correction for District 7's resolution 2016-5 in regards to the EMS levy lift. The clarification
5 on page 3 to proposition 1 restoring the property tax levy for emergency medical services where the last sentence
6 has specific wording that allows for subsequent years after 2016, otherwise it would have been a one year levy.
7


8 Chief Meek asked the District 7 board if they could rescind Resolution 2016-5 and then adopt the corrected
9 Resolution 2016-7.

10
11 **MOTION:** Commissioner Schaub moved and Commissioner Palumbo seconded to rescind Resolution 2016-5.
12 On vote, **Motion Carried 4/0**
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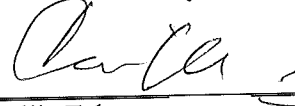
14 **MOTION:** Commissioner Schaub moved and Commissioner Willner seconded to adopt Resolution 2016-7.
15 On vote, **Motion Carried 4/0**
16

17 The meeting was adjourned at 7:42 by Commissioner Snyder.
18
19

20 **Snohomish County Fire District #3**
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22 
23 _____
24 Jamie Silva
25 CFO/District Secretary
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27 **Snohomish County Fire District #7**
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30 _____
31 Camille Tabor
32 Secretary of the Board
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