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**Summary Minutes of the Regular Board Meeting
August 25, 2016**

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

GENERAL PUBLIC COMMENT

None

CHIEFS REPORT

Chief Meek briefly discussed items from the Chief's Report. (See Board Packet for more details).

UNION COMMENT

IAFF: Michael McConnell wanted to encourage the board to support for the merger resolution tonight. He also wanted everyone to be mindful of everyone over on wildland mobilizations and providing vital aid in those areas.

DISTRICT 3 REGULAR BUSINESS

A. Consent Agenda Items:

1) The following vouchers were submitted for approval:

- a) MFD General Fund #1608086-16080110; (\$14,709.52)
- b) MFD General Fund #16080111-16080112; (\$71.84) - new
- c) ECFSS General Fund #1608069-1608078; (\$10,507.54)
- d) ECFSS General Fund #1608079-1608098; (\$9,083.19) - new
- e) MFD Healthcare Fund #1608007; (\$24,558.91) – new

2) District 3 August payroll was submitted for approval:

- a. MFD Payroll – August 2016; (\$598,198.91)
- b. ECFSS Payroll – August 2016 (\$72,699.98)

MOTION: Commissioner Wells moved and Commissioner Schwartz seconded to approve the consent agenda including the new vouchers presented that evening. On vote, **Motion Carried 3/0**

B. Action Items:

1) Merger Resolution 2016-9

MOTION: Commissioner Wells moved and Commissioner Schwartz seconded to approve Resolution 2016-9. On vote, **Motion Carried 3/0**

2) Budget Amendment #3 – Property Purchase and Treadmill

Commissioner Schwartz noted that the property purchase has not been approved yet. Brief discussion took place surrounding the breakout expense of the property total for District 3.

MOTION: Commissioner Wells moved and Commissioner Snyder seconded to approve Budget Amendment #3. On vote, **Motion Carried 3/0**

1 3) *Assignment of Interest with Snohomish County*

2
3 **MOTION:** Commissioner Wells moved and Commissioner Schwartz seconded to approve the
4 Assignment of Interest with Snohomish County. On vote, **Motion Carried 3/0**

5
6 4) *ECFSS Inter-Local Agreement with the City of Everett*

7
8 Commissioner Schwartz questioned the language in paragraph 5 that seems to conflict with a
9 maintenance shop at 2811 Oakes in Everett. It was believed that the language is referring to installing
10 the specific devices.

11
12 **MOTION:** Commissioner Schwartz moved and Commissioner Wells seconded to approve the
13 ECFSS Inter-local Agreement with the City of Everett. On vote, **Motion Carried 3/0**

14
15 **DISTRICT 7 REGULAR BUSINESS**

16
17 **A. *Consent Agenda Items:***

18 ***Financial Report:***

- 19
20 • The August 31, 2016 regular pay was submitted in the amount of \$678,780.
21 • Vouchers #0960-16 through #0993-16 in the amount of \$80,934.71 were submitted.

22
23 **MOTION:** Commissioner Palumbo moved and Commissioner Willner seconded to approve the consent
24 agenda items as presented. On vote, **Motion Carried 4/0**

25
26 **B. *Action Items:***

27 1) *Merger Resolution 2016-12*

28
29 **MOTION:** Commissioner Palumbo moved and Commissioner Willner seconded to approve the Merger
30 Resolution 2016-12. On vote, **Motion Carried 4/0**

31
32 2) *Budget Amendment #3 – Property Purchase*

33
34 **MOTION:** Commissioner Palumbo moved and Commissioner Schaub seconded to approve Budget
35 Amendment #3 – Property Purchase. On vote, **Motion Carried 4/0**

36
37 3) *Assignment of Interest with Snohomish County*

38
39 **MOTION:** Commissioner Willner moved and Commissioner Schaub seconded to approve the
40 Assignment of Interest with Snohomish County. On vote, **Motion Carried 4/0**

41
42 **JOINT MEETING AGENDA**

43 **A. *Secretary's report on correspondence:*** Brief discussion took place surrounding included packet items.

44
45 **B. *Approval of Minutes***

46
47 1) *Approve Regular Joint Meeting Minutes of August 11, 2016*

48
49 Commissioner Willner had a correction on page 3 for the Fales Rd Project where it should read on the second line
50 "and anticipating 10 additional months from the time permits are obtained." Instead of 10 additional months
51 from now for completion.
52
53

1 **MOTION:** Commissioner Schwartz moved and Commissioner Wells seconded to approve the regular
2 joint meeting minutes of July 14, 2016. On vote, **Motion Carried 7/0**

3
4 **C. Merger Update**

- 5
6 1) **Merger Process & Timeline:** Congratulations went around to all on a job well done.
7

8 **D. Joint Commissioner Committee Reports**

- 9
10 1) **Joint Fire Board with Mill Creek** (Palumbo / Fay / Woolery): Commissioner Fay noted there's been
11 movement with Mill Creek, a meeting is scheduled for September 12th.
12 2) **Strategic Communications Committee** (Waugh / Palumbo / Snyder / Wells): Chief Meek noted that
13 they met with Liz last Friday with lots more ground to cover and has asked for another special meeting
14 on Sept 13th. The Districts will see a reduction in her contract costs moving forward.
15 3) **Safety Committee** (Fay / Schaub / Inman): Commissioner Schaub noted only minor issues with a truck
16 and low branches but that the individual risk was more important than the equipment. Chief Wirtz had
17 been to a conference and had commented on the best practices that our District is already doing such as
18 cleaning helmets.
19 4) **Risk Management** (Willner / Schaub): Commissioner Willner noted that Commissioner Schaub and
20 her met last Tuesday with the group with the next meeting November 1. The next meeting will look at
21 renewal proposals are hoping for only a 2% increase but could be up to 4%. Incidents are looking good
22 for District 7 with just a radio that was run over. An open claim with District 21 had a commissioner
23 threatened by a citizen at an open meeting. There will be a class for progressive discipline for managers
24 on Sept 17 from 9-12p at Snohomish if anyone would like to attend from our District. Chief Meek noted
25 the VFIS staff had requested an estimate from Gordon Macilvennie on the District 3 coverage. Currently
26 District 3 is with WCIA at \$87,000 rates and when merged into the District 7 contract will be about
27 \$65,000 for about a \$22,000 savings.
28 5) **Training Committee** (Fay / Palumbo): Chief Meek noted that Eric Andrews and Craig Clinton were
29 invited to a meeting to look at participating in a county wide training consortium with Everett,
30 Marysville, Arlington, Lake Stevens and Snohomish.
31 6) **Union Negotiations – Merger Impacts** (Waugh / Fay / Snyder): Deferred to the Executive Session
32 7) **Capital Facilities Committee** (Willner / Palumbo / Snyder):
33 - **District Administration Building:** Deferred to the Executive Session.
34
35

36 **E. Other Meetings Attended:**

- 37
38 1) **SNOPAC/SNOCOM** (Waugh): None. Palumbo commented on a headline noting they are having
39 a hard time filling dispatcher positions in the call center. Brief discussion took place.
40
41 2) **Leadership Meeting (Fay / Schaub):** None. The next one is the first Wednesday in October.
42 Chief Meek put the word out to the officers to attend this meeting.
43
44 3) **Sno-Isle Commissioner Meeting:** September 1st at North County. Chief Cermak from North
45 County is going to talk about the importance of HR. Commissioner Schwartz noted there was a
46 directors meeting last week and they decided to cancel their June meetings due to the conflict with
47 the Chelan conference so now there is no meeting in Feb, June and August.
48
49

50 **F. Other Business:** None

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52 5 minute break.
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3 **G. Executive Session**
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5 District 3 and District 7 Commissioners went into Executive Session for thirty (30) minutes to discuss the
6 Administration Building Purchase offer per RCW 42.30.110 (1) (b), Staff Contracts per RCW 42.30.140 (4) (a)
7 and a Post-Retirement Medical contract per RCW 42.30.140 (4) (a) at 7:47pm.
8

9 Regular Session resumed at 8:17 p.m. with the following actions as a result:

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11 **MOTION:** Commissioner Snyder moved and Commissioner Willner seconded to approve the letter of notice
12 to retire from Eric Soderback effective March 31, 2017. On vote, **Motion Carried 7/0.**
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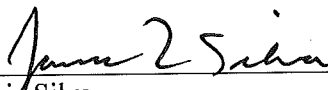
14 **MOTION:** Commissioner Palumbo moved and Commissioner Schaub seconded to approve the Post-
15 Retirement Medical Contract for Eric Soderback for retirement March 31, 2017. On vote, **Motion Carried 7/0**
16

17 **MOTION:** Commissioner Wells moved and Commissioner Snyder seconded to approve the Assistant Chief
18 of Administration (Jamie Silva) contract effective October 1, 2016. On vote, **Motion Carried 7/0.**
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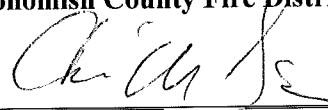
20 **MOTION:** Commissioner Palumbo moved and Commissioner Schwartz seconded to approve the Assistant
21 Chief of Support Services (Steve Guptill) contract effective October 1, 2016. On vote, **Motion Carried 7/0.**
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24 The meeting was adjourned at 8:32 by Commissioner Fay.
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27 **Snohomish County Fire District #3**

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30 _____
31 Jamie Silva
32 CFC/District Secretary

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34 **Snohomish County Fire District #7**

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37 _____
38 Camille Tabor
39 Secretary of the Board
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