

**Summary Minutes of the Regular Board Meeting
March 14, 2019**

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

AGENDA CHANGES:

- Consent Agenda Addition: Additional Payroll submitted for approval in the amount of \$2,545.42 for a Garnishment Order to Pay.
- Executive Session was added per RCW 42.30.110.1(g) regarding employee performance.

GENERAL PUBLIC COMMENT: None.

UNION COMMENT: President Michael McConnell showed excitement to the Board for the future in working with Lake Stevens as a catapult in improving service and looks forward to continuing to work collaboratively together with the labor and management to create a healthy district and working conditions.

CHIEF'S REPORT

Assistant Chief Silva discussed items from the Chief's Report.

CONSENT AGENDA

A. Voucher Approval:

- Vouchers #718-19 through #844-19 in the amount of \$642,529.53 to be approved.

B. Payroll Approval:

- The March 15, 2019 regular pay was submitted for approval in the amount of \$879,161.46.
- Additional payroll submitted for the approval in the amount of \$2,549.42 for a Garnishment Order to Pay.

C. Approval of Minutes

- 1) Approve Regular Meeting Minutes of February 28, 2019.
- 2) Approve Special Joint Board Meeting Minutes – March 4, 2019.

D. Secretary's Report on Correspondence:

- Seminar flyer
- Evergreen Health Monroe Award presented to Snohomish County Fire District #7

MOTION: Commissioner Snyder moved and Commissioner Woolery seconded to approve the above consent agenda items. On vote, **Motion Carried 5/0**

DISCUSSION ITEMS:

A. Updated Draft Co-Staffing Agreement for Station 13

AC Andrews updated the commissioners on a couple issues with South County Fires' labor that needed resolved before co-staffing so the agreement was pushed out to January 3, 2020. Transport fees are now in agreement, and some different staffing changes were also made. It was noted that the fill-in of positions still need to be worked out. Brief discussion took place surrounding medics on the engine at this station. Commissioner Waugh commented that labor will also need to review and weigh in on this as well. It is expected to put a Memorandum of Understanding in place with labor. Labor President, Michael McConnell, noted that preliminary discussions have taken place with AC Andrews as well as South County Fire labor.

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4 **ACTION ITEMS:**

5 **A. Board approval directing Chief to draft & send a letter to VFIS of our notice of intent to terminate**
6 **the contract at the end of 2019.**

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8 **MOTION:** Commissioner Schaub moved and Commissioner Fay seconded to direct the Chief to draft and send
9 a letter to VFIS of our notice of intent to terminate the contract at the end of 2019.

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11 Commissioner Fay questioned if the staff felt that there were much better options out there, and it
12 was noted that there was. It was also mentioned that legal advice was that the District should go
13 out and look for better options.

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15 On vote, **Motion Carried 5/0**

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17 **B. Resolution #2019-6 Accepting Lake Stevens Fire petition to merge into Fire District 7**

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19 **MOTION:** Commissioner Woolery moved and Commissioner Schaub seconded to approve Resolution #2019-6
20 Accepting the Lake Stevens Fire petition to merge into Fire District 7. On vote, **Motion Carried 5/0**

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22 **C. Resolution #2019-5 Award the bid for the purchase of the Alumapro Rescue Watercraft**

23 AC Guptill noted that this is a very rare sole source project. This particular watercraft really is the
24 only watercraft that's manufactured in that class type of boat that has the features that this one
25 has. This boat is manufactured and sold by only one agency. Commissioner Snyder asked what
26 the crew capacity was and it was indicated that it was a single occupancy but could hold as many
27 as four and has the ability to tow some floatable devices as well. The old Alumaweld will go to
28 surplus which would bring the cost down. The refitting cost is not all included in the bid and it
29 was explained there will be a small amount of other items. Brief discussion took place regarding
30 some of the additional options. There was brief discussion regarding whether the marine radio not
31 being included in the bid. AC Guptill clarified that the price before them included all the options
32 they wanted. It was believed that the bid did not pick up the windshield, the GPS Garmin, or the
33 marine radio or it was not charged for them.

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35 **MOTION:** Commissioner Snyder moved and Commissioner Schaub seconded to approve Resolution #2019-5
36 Awarding the bid for the purchase of the Alumapro Rescue Watercraft from MacKinnon Marine Technologies
37 Inc. (MMTI) for \$55,572. On vote, **Motion Carried 5/0**

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39 **D. Budget Amendment #1**

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41 **MOTION:** Commissioner Fay moved and Commissioner Schaub seconded to approve Budget Amendment #1.
42 On vote, **Motion Carried 5/0**

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44 **E. Approve renewing the Department of Corrections (DOC) Contract with 3% COLA**

45 To go into effect later this month.

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47 **MOTION:** Commissioner Schaub moved and Commissioner Snyder seconded to approve renewing the
48 Department of Correction Contract with a 3% COLA.

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50 Commissioner Fay questioned if the period of performance is accurate on page 67. AC Silva
51 noted that he would make sure it reads as a two year contract.

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53 On vote, **Motion Carried 5/0**

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2 **F. Approve the Bid for Auto Extrication Hydraulic Tools**

3 AC Andrews commented that \$270,000 was budgeted this year to replace all the apparatus with auto extrication
4 hydraulic tools that don't have it currently. Some of the current auto extrication tools also don't meet the current
5 needs and potential strengths of current vehicles today. This year the goal was to get all the apparatus equipped
6 with the same capabilities, type and streamline training. One bid was received back with specifications from LN
7 Curtis. The committee reviewed and came back with this as the recommendation.
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10 **MOTION:** Commissioner Woolery moved and Commissioner Schaub seconded to approve the bid for the Auto
11 Extrication Hydraulic Tools with L.N. Curtis for \$267,000. On vote, **Motion Carried 5/0**

12 **G. Policies:**

- 13 a. *1-43 Serious Diseases*
14 b. *1-68 Pets in the Workplace*
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16 **MOTION:** Commissioner Fay moved and Commissioner Snyder seconded to approve Policy #1-43 Serious
17 Diseases and Policy #1-68 Pets in the Workplace. On vote, **Motion Carried 5/0**
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19 **COMMISSIONER COMMITTEE REPORTS**

20 **Policy Committee:** Commissioner Schaub noted that he had a book from the conference he recently
21 attended regarding Risk Management at Clearwater Casino and there was a lot of emphasis on policies
22 if anyone was interested. They made the point to go out and look at other agencies policies to fill holes.

23 **A. Safety Committee:** Meeting next March 25, 2019 at 1800 Station 71.

24 **B. Capital Facilities Committee:** AC Guptill spoke with the architect regarding their availability to
25 come out and the architect requested around 2 hours to discuss everything with the commissioners. It
26 was noted that the week after Easter April 22nd would work best and to send out a doodle poll and to
27 include the Lake Stevens commissioners as well.

- 28 1) **Station 33:** the last couple items are being resolved with the concrete items and are
29 anticipating staffing the station sometime early April.
30

31 **OTHER MEETINGS ATTENDED**

32 **A. Snohomish County 911:** None

33 **B. Regional Coordination:** Joint Commissioner Meeting is meeting next March 28, 2019 at 1700 Station
34 31. It was agreed that the 1700 timeframe worked for everyone present.

35 **C. Leadership Meeting:** Meets next Wednesday April 3 0900.

36 **D. Sno-Isle Commissioner Meeting:** Meets next April 4, 2019 at 1930. Commissioner Schaub gave
37 kudos to Heather and another PIO with South County Fire, Leslie, who did a great job speaking at the
38 last meeting regarding how to address the public.
39
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41 **OLD BUSINESS:**

42 Commissioner Waugh handed out notes that he took on each of the speakers from the Leadership conference he
43 recently attended.
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45 **CALL ON BOARD:** None
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47 **ATTENDANCE CHECK**

48 All board members in attendance noted they would be available 1700 for the March 28, 2019 at Station 31
49 Training Room. Commissioner Snyder will be absent from the next two meetings.
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51 **EXECUTIVE SESSION:**

52 The Joint Commissioners went into Executive Session at 1616 for fourteen (14) minutes per RCW
53 42.30.110.1(g) regarding employee performance.

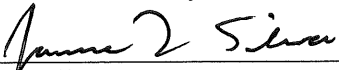
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Regular session resumed at 1630 with the following action as a result:

MOTION: Commissioner Fay moved and Commissioner Woolery seconded to approve the exception and authorizing the chief to prepare the documents related to the exception. On vote, **Motion Carried 5/0**

The meeting was adjourned at 1632 pm by Commissioner Waugh.

Snohomish County Fire District #7



Jamie Silva
Secretary of the Board