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**Summary Minutes of the Regular Board Meeting
February 21, 2017**

Commissioner Snyder called the meeting of the Board of Fire Commissioners to order at 1900 hours. Commissioners Fay, Inman, Schaub, Schwartz, Snyder, Wells, Willner, and Woolery were present. Commissioners Palumbo and Waugh were not present.

GENERAL PUBLIC COMMENT: None

UNION COMMENT: None

BADGE PINNING:

Chief Meek presented all in attendance with Michael Fitzgerald's extensive work history. Chief Meek and Deputy Chief Michael Fitzgerald swore in the Oath of Office and performed the Badge Pinning.

CHIEF'S REPORT

Chief Meek briefly discussed items from the Chief's Report.

CONSENT AGENDA

A. Board for Volunteer Firefighters: None.

B. Voucher Approval:

Vouchers #395-17 through #522-17 in the amount of \$320,835.51 was submitted for approval.

C. Payroll Approval:

- The February 15, 2017 regular pay was submitted in the amount of \$628,124.38.

D. Secretary's Report on Correspondence: Board motion to rescind Policy #40.

E. Approval of Minutes

1) Approve Regular Meeting Minutes of February 7, 2017

MOTION: Commissioner Schwartz moved and Commissioner Schaub seconded to approve the above consent agenda items for vouchers, payroll and minutes. On vote, **Motion Carried 8/0**

MOTION: Commissioner Wells moved and Commissioner Schwartz seconded to approve the rescinding Policy 1-40. On vote, **Motion Carried 8/0**

DISCUSSION ITEMS

A. Policy Numbering

Assistant Chief Silva explained to the Board the new recommended policy numbering scheme. Policies will be two digits from 01-99 and Procedures will continue with the groupings and numberings. If a procedure ties with a policy, the policy will be attached to the end of the Procedure number.

B. Policies for Discussion: 02, 06, 07, 08, 11, 12, 13, 14 and 15

ACTION ITEMS

A. None

1 COMMISSIONER COMMITTEE REPORTS

- 2
- 3
- 4 • **Joint Fire Board with Mill Creek:** There will be none while in negotiations.
 - 5 • **Mill Creek Contract Negotiations:** Another meeting scheduled for March 9th at the City Hall.
 - 6 • **Finance Committee:** The committee met Feb 14th. The budget amendment is mostly house cleaning
 - 7 and paying off encumbrances from 2016.

8 **MOTION:** Commissioner Schaub moved and Commissioner Wells seconded to approve Budget Amendment

9 #1. On vote, **Motion Carried 8/0**

- 10
- 11 • **Strategic Communication Committee:** Meeting Feb 8th. In the last two pages of the packet 119-120,
 - 12 Liz gave an agenda moving forward. Two issues in the forefront are the Mill Creek contract and the
 - 13 Levy Lid Lift and recommendations to the Board are to let the contract with Liz expire and to continue
 - 14 at an hourly rate as needed. The board agreed.
 - 15 • **Risk Management:** There were two or three very minor incidents and an incident with another district.
 - 16 Another meeting will occur in April if there is a need. The incidents are shown in the safety committee
 - 17 meeting minutes.
 - 18 • **Union Negotiations:** Negotiations will be next week at Station 31.
 - 19 • **Capital Facilities Committee:**
 - 20
 - 21 • **Fales Rd. Project:** Still in permit and conditional use. Steve and Toyce have been working
 - 22 closely with TCA to tie up loose ends.
 - 23 • **Admin Building:** An architect firm was hired to perform the interior design of the remodel.
 - 24 Lighting is an issue with no wiggle room to add lighting. Steve is looking into PUD
 - 25 assistance and applying for a grant to put in LED lighting to allow for better lighting. The
 - 26 remodel will run roughly \$600,000 but more will be known once bids come in. Discussion
 - 27 took place surrounding lighting and budgets for the remodel and the design of the meeting
 - 28 room for the board meetings was discussed. There is a little cash carry-over from last year
 - 29 and are looking at using some of that. It is estimated that we're about five months out from
 - 30 completion.
 - 31
 - 32

33 **B. OTHER MEETINGS ATTENDED**

- 34 1) SNOPAC:
- 35 2) Leadership Meeting:
- 36 3) Sno-Isle Commissioner Meeting:
- 37

38 CALL ON BOARD

39 Commissioner Snyder commented on Commissioner Palumbo's situation and to think about it for another

40 month. Commissioner Schaub commented that several had the belief that if he's off the board he will not be

41 replaced, so even if he can only attend a couple meetings he would bring some value to the board.

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43 ATTENDANCE CHECK

44 All board members in attendance noted they would be available for the March 7, 2017 Regular Board Meeting.

45 The meeting was adjourned at 7:49 pm by Commissioner Snyder.

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47 **Snohomish County Fire District #7**

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51 Jamie Silva

52 Secretary of the Board

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