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**Summary Minutes of the Regular Board Meeting  
December 19, 2017**

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

**Agenda Changes:** None

**GENERAL PUBLIC COMMENT:** None

**UNION COMMENT:**

**Union 2781:** Craig Fisher presented a union grievance disagreement to the Districts Step 2 grievance response to the Union. He noted that the District put out announcements for testing and the union believes the contract allowed timelines were not followed. He addressed the disagreements where the District believes the CBA language is silent on a set application window to apply for promotions. Past practice was also referred to with the District where they describe a recent past situation where this occurred. The union does not accept the Districts example of "past practice" and further clarifies the labor laws definition of past practice as "any longstanding, frequent practice that is accepted and known by both union and management and does not accept the one example as grounds for past practice. The District has until January 11<sup>th</sup> to respond to the union. It was agreed that the union agrees with accepting the letter that extended the time periods to submit the application packet by January 12<sup>th</sup> but not with the usage of what is considered past practice. It was noted by Commissioner Fay that it seemed like there are two separate issues; the near term recommendation of extending the packet due date that both sides seem to have verbally resolved and the long term disagreement of the term "past practice". The board will address this by the next meeting.

**CHIEF'S REPORT**

Chief Meek briefly discussed items from the Chief's Report. Commissioner Fay noted that the Sheriff has had conversations in involving Community Resource Paramedics in the opioid problem.

**CONSENT AGENDA**

**A. Voucher Approval:**

- Vouchers #3275-17 through 3389-17 in the amount of \$401,448.09 were previously approved.

**B. Payroll Approval:**

- The December 15, 2017 regular pay was submitted in the amount of \$803,266.07.

**C. Secretary's Report on Correspondence:**

**D. Approval of Minutes**

- 1) Approve Regular Meeting Minutes of December 5, 2017.

**MOTION:** Commissioner Snyder moved and Commissioner Schaub seconded to approve the above consent agenda items.

Page 47, line 43 of the minutes needs a zero removed to read \$20,0000.

On vote, **Motion Carried 7/0**

**DISCUSSION ITEMS:**

**A. AIA Contract with Rice, Fergus, Miller**

1 Chief Silva worked with District Attorney, Rich Davis, on this contract and Dave Fergus accepted all  
2 of Rich's recommended changes. They had asked for 12% in their administrative fees but 10% was  
3 considered standard and was changed. He also noted this would be a master agreement with sub  
4 agreements for separate projects. Commissioner Waugh noted on the attachment (page 60) the hourly  
5 billing rates have a very wide range and wanted to know on what part of that range they're going to  
6 charge administrative staff. AC Silva noted he would ask them.

7  
8 **B. Policies 05, 31, 35, 43, 47, 48, 49 & 51**

9 Policy 05 (page 61): Commissioner Waugh hoped they would all be dated the same dates for signature  
10 pages, effective date, and revision dates. Items such as discharge or termination should be using the  
11 same term throughout.

12  
13 Policy 35 (page 68): Commissioner Schwartz noted that some words were removed such as the District  
14 name. AC Silva noted that the find and replace in the policy made an error and to ignore that.

15  
16 Policy 43 Implanted devices (page 70): Commissioner Waugh believes that L&I had some challenges  
17 on that. He noted it's not covered in the policy, such as the second paragraph, and asked the District  
18 check on whether it needs to be added.

19  
20 Policy 49 Automobile Usage (page 75): Commissioner Schwartz noted that the 7<sup>th</sup> paragraph stating  
21 "Employees are prohibited from stopping or frequenting a business". He would like it to read "stopping  
22 at or frequenting a business". He would like the word frequenting replaced with something similar to  
23 patronizing as the word "frequenting" is too subjective. The committee will discuss this area.

24  
25 **C. Cell Tower Lease – Station 73**

26 AC Silva explained to the board that he'd been working with Seth Wilson from Rich Davis's office on  
27 extending the site option and lease for the communication tower at 73. This lease has gone back and  
28 forth between attorneys and AC Silva noted that the District will be asking for 30 days' notice and  
29 believes 15 days to be too short. The District increased the COLA increase to 3% each year. AC Silva  
30 wanted to point out the language in section E. noting "other related uses". The concern with that  
31 language is if it's locked in for 30 years that the technology could change greatly during that time. He  
32 also pointed out they want carte blanche right to sublet or license the use of leased premises. Chief  
33 Schwartz expressed health concerns for employees over having cell towers in our buildings.

34  
35 **D. SnoCo911 Caucus – Legislative Appointments**

36 Chief already addressed so this was just informational.

37  
38 **ACTION ITEMS**

39 **A. Budget Amendment #3 (updated):**

40 CFO Tabor noted that overtime was added, most has to do with wildland. Mindy Leber has billed over  
41 \$617,000 in wildland reimbursements for 2017 not including the current California fires which is  
42 bigger than ever with no expectations for that to go down in the future. The Retirement Reserve fund  
43 had additions to cover BC Dickinson, the Construction fund was also raised to cover the additional  
44 construction costs at station 33.

45  
46  
47 **MOTION:** Commissioner Schwartz moved and Commissioner Schaub seconded to approve Budget  
48 Amendment #3. On vote, **Motion Carried 7/0**

49  
50 **B. Approve second set of vouchers: #3390-17 through #3439-17; (\$169,796.64)**

51  
52 **MOTION:** Commissioner Schwartz moved and Commissioner Wells seconded to approve the above vouchers.  
53 On vote, **Motion Carried 7/0**

1  
2 The Board agreed to eliminate the voucher detail report from the board packets. A copy will be with Denise  
3 Mattern for review at every board meeting or available per request.  
4

5 **C. SERS Resolution 2017-14**

6 Some of the members of the Sno-Isle Commissioners felt that the Fire District boards should vote on the  
7 resolution individually.  
8

9 **MOTION:** Commissioner Wells moved and Commissioner Fay seconded to approve the SERS Resolution  
10 #2017-14 regarding a new Snohomish County Radio System.  
11

12 Commissioner Schwartz agreed that the sales tax should fund this but felt it doesn't properly address this issue  
13 in the resolution. Commissioner Schaub noted that at the Sno-Isle Commissioners meeting they made it clear  
14 that it's going to be up to the Snohomish County Council in which sales tax funding is the planned way to go.  
15 Commissioner Schwartz's concern is if it isn't funded by sales tax and goes with a water levy that it could sink  
16 the fire district. Commissioner Fay noted that it was to be county wide funded and not an agency funded  
17 agreement.  
18

19 On vote, **Motion Carried 6/1** Schwartz opposed.  
20

21 **COMMISSIONER COMMITTEE REPORTS**

22 **A. Mill Creek Contract Negotiations:** Chief Meek and Commissioner Fay met with Rebecca on  
23 December 11, 2017 and commented that the issues were the station, how to report on the capital  
24 expenses for Mill Creek, and equipment equity. They went through the whole list, seemed to be in  
25 verbal agreement and she is currently working on it. It was noted that an agreement was made where  
26 Mill Creek would not be gaining equity.  
27

28 **B. Policy Committee:** The last meeting was held December 4 at 1700 at the Admin Building. The  
29 January meeting was moved to the 8<sup>th</sup>. Commissioner Willner was removed from the committee.  
30

31 **C. Safety Committee:** No December meeting.

32 **D. Risk Management:** Commissioner Willner was removed from the committee with Commissioner  
33 Schaub taking her place. Next meetings will be:

- 34 a. April 24, 2018 at 1830 at Fire District 15
- 35 b. August 28, 2018 at 1830 at Fire District 15
- 36 c. November 6, 2018 at 1830 at Fire District 15

37 **E. Labor Management:** Need to reduce the committee of Waugh, Snyder, Wells, and Fay.  
38 Commissioner Snyder will step down from the committee.

39 **F. Union Negotiations: IAFF Supervisors:** A meeting was held December 12<sup>th</sup> and 18<sup>th</sup>. Commissioner  
40 Snyder will also step down from this committee.  
41

42 **A. OTHER MEETINGS ATTENDED**

43 1) **Leadership Meeting:** Next meeting February.

44 2) **Sno-Isle Commissioner Meeting:** Meeting was held December 7, 2017 1930 at District 7, Station  
45 31. The next meeting will be January 27, 2018 for the annual installment banquet at Shawn  
46 O'Donnells. The District 7 Awards banquet also falls on this same night.  
47

48 **OLD BUSINESS:** None  
49

50 **CALL ON BOARD**

51 Commissioner Fay swore in to the Oath of Office.  
52

53 Commissioner Waugh noted that tonight was Commissioner Schwartz's last board meeting. He served for the  
district and community for 30 years. His commitment, diligence and expertise will be missed.

1 **ATTENDANCE CHECK**

2 All board members in attendance noted they would be available for the January 2, 2018 Regular Board meeting  
3 at the Administration Building with the possible exception of Commissioner Wells.  
4

5 **EXECUTIVE SESSION**

6  
7 The Commissioners went into Executive Session at 8:10 pm for fifteen (15) minutes to discuss a collective  
8 bargaining contract per RCW 42.30.140(4)(a).  
9

10 Regular session resumed at 8:25 pm with no action as a result.  
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13 The meeting was adjourned at 8:30 pm by Commissioner Waugh.  
14

15 **Snohomish County Fire District #7**

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19 Jamie Silva  
20 Secretary of the Board  
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