

Lake Stevens Fire  
1825 South Lake Stevens Road  
Lake Stevens, WA 98258  
(425) 334-3034  
www.L.Sfire.org



Snohomish County Fire District 7  
163 Village Court  
Monroe, WA 98272  
(360) 794-7666  
www.Snofire7.org

**BOARD OF FIRE COMMISSIONERS  
SNOHOMISH COUNTY FIRE DISTRICT 7**  
Fire District 7 Station 31 Training Room/ Via Blue Jeans  
163 Village Court, Monroe, WA 98272

May 28, 2020

1730 hours

**CALL TO ORDER**

Chairman Waugh called the meeting to order via Blue Jeans at 1730 hours; he then passed the floor to Vice Chair Elmore who was present. Commissioners Edwards, Fay, Gagnon and Woolery were present. Commissioner Schaub, Snyder, and Steinruck attended via video conference.

**AGENDA CHANGES**

New Business Discussion: AGATHA Consulting Memorandum of Agreement.

New Business Discussion: Interlocal Joint Purchasing Agreement between Snohomish County Fire District #7 and City of Sedro Woolley.

New Business Discussion: Interlocal Joint Purchasing Agreement with future agencies.

**UNION COMMENT**

IAFF: None

Teamsters: None

**CHIEFS REPORT**

As presented.

Assistant Chief Silva gave a briefing on the failure of the antiquated septic system at Station 71. This is a shared mound system with Flower World in use since 1983. AC Silva reported we had a two-mound system and found the active mound has been destroyed and we will be switching to reserve mound. The pumps have been replaced and are in working condition. Contractually Flower World will share in cost of maintenance and repair.

**CONSENT AGENDA**

**Approve Vouchers**

Benefit Voucher: #20-01327 - #20-01334 (\$566,085.30)

AP Vouchers: #20-01335 - #20-01411 (\$121,526.88)

**Approve Payroll**

May 31, 2020: \$1,014,671.26

**Approval of Minutes**

Approve Regular Board Meeting Minutes – May 14, 2020

Motion to approve the Consent Agenda as submitted.  
Motion by Commissioner Woolery and 2<sup>nd</sup> by Commissioner Gagnon.  
On Vote, **Motion Carried 9/0.**

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## **Correspondence**

Thank you Acknowledgements  
Condolences

## **OLD BUSINESS**

### **Discussion**

#### *COVID-19 Update*

Chief O'Brien reported no exposures.

#### *Fire District Name*

Chief O'Brien overviewed the releasing of the Name Survey results and the Culture Survey with the recommendation of bringing Dr. Sikora in to lead a workshop for the Board of Commissioners regarding the Name Survey results in deference to the Culture Survey.

#### *Detailed Voucher Report*

Chief O'Brien briefed on the addition of the detailed voucher report inclusion to the Commissioner Board Packet. Commissioner Elmore noted this would help Commissioners familiarize with new additional vendors.

#### *Organization Health Assessment*

Dr Sikora gave an overview of the Culture Survey via BlueJeans. The Culture Survey was fielded late January early February (pre COVID-19). The goal of the survey was to support the Cultural Integration team; benchmark morale and attitudes; input for early phase decision-making; and to guide Strategic Planning. Dr. Sikora's focus at this meeting was on morale, merger feedback and values.

#### *City of Mill Creek Fire and Emergency EMS Agreement*

A date of June 9<sup>th</sup> 1500 hours at Station 31 meeting room for the City of Mill Creek Joint Board Committee.

#### *Executive Contracts*

Moved to Executive Session

#### *Shop Contract*

Moved to Executive Session

## **Action**

Resolution 2020-18 Surplus of Apparatus/Equipment

Motion to approve Resolution 2020-18 Surplus of Apparatus/Equipment as submitted.  
Motion by Commissioner Woolery and 2<sup>nd</sup> by Commissioner Fay.  
On Vote, **Motion Carried 9/0.**

## **NEW BUSINESS**

### **Discussion**

#### *AGATHA Consulting*

Motion to move this discussion to an Action Item to approve AGATHA Consulting memorandum of agreement as submitted.  
Motion by Commissioner Woolery and 2<sup>nd</sup> by Commissioner Fay



**On Vote, Motion Carried 9/0.**

*Interlocal Joint Purchasing Agreement with City of Sedro Woolley and future agencies.*

Chief O'Brien explained the benefits of having a Joint Purchasing Agreement with other agencies. Chief anticipated the addition of more agencies coming aboard in the future and asked Board Members to allow him to approve and then report to the Board of Commissioners. He also thanked Chief Dorsey for his work on this project.

Motion to move this discussion to an Action Item to approve Interlocal Joint Purchasing with Sedro Woolley agreement as submitted.

Motion by Commissioner Woolery and 2<sup>nd</sup> by Commissioner Fay.

**On Vote, Motion Carried 9/0.**

Motion to move this discussion to an Action Item to approve Interlocal Joint Purchasing with future agencies agreement as submitted.

Motion by Commissioner Woolery and 2<sup>nd</sup> by Commissioner Fay.

**On Vote, Motion Carried 9/0.**

*Cathcart Facility Contract - Training*

Chief O'Brien outlined the renewal of the Cathcart Training Facility with an option to extend at the end of 2020. Chief O'Brien recommends approval.

*Contract for ESO Tablets*

Chief O'Brien noted our tablets for EMS documenting need to be replaced. Deputy Chief Rasmussen overview the process of the proposed purchase through Dell. Dell has offered lease to own over four years allowing us to replace 30 tablets.

*All American Leadership LLC*

Chief O'Brien stated we have engaged the services of All American Leadership LLC. This is in partnership with South Snohomish County, Marysville, Arlington, and North County. This leadership training is filling a gap created by the cancellation of leadership conferences due to COVID-19. The cost is within our training budget and has been offered to all personnel. We can opt out of this agreement at any time.

**Action**

**COMMISSIONER COMMITTEE REPORTS**

Joint Fire Board with Mill Creek (Elmore / Fay / Waugh):

Finance Committee (Elmore / Snyder / Waugh / Woolery):

Policy Committee (Elmore / Edwards / Schaub / Woolery):

Labor/Management (Waugh / Fay): Commissioner Elmore briefed the Commissioners on the meeting held with Shop personnel, Executive Staff and Chief O'Brien. He stated there was a lot of discussion and there will be action after the Executive Session.

Contract Bargaining (Waugh / Fay): TBD

Shop Committee (Edwards / Gagnon / Snyder / Woolery):

Strategic Plan Committee (Fay / Schaub / Snyder / Steinruck):

Capital Facilities Committee (Gagnon / Schaub / Snyder / Woolery):

Government Liaisons:

Lake Stevens (Gagnon / Steinruck):



Monroe (Edwards / Snyder / Woolery):  
Mill Creek (Elmore / Fay / Waugh):  
Legislative (Elmore / Schaub)

#### **OTHER MEETINGS ATTENDED**

Snohomish County 911 (Waugh): Commissioner Waugh has been appointed to the Snohomish County Emergency System and Facility advisory board. Commissioner Waugh noted there has been a change order: Sno 911 are moving forward with Motorola and dropping the original RFP regarding the multi-ban system. Regional Coordination Leadership Meeting (Fay / Schaub): ~~June 3, 2020~~. Station 71 0900 – 1200. Changed to June 10, 2020. Sno-Isle Commissioner Meeting

#### **GOOD OF THE ORDER**

Commissioner Elmore recognized the phenomenal job being done by all especially during this time of COVID-19. Continued thanks for all that is being done.

#### **ATTENDANCE CHECK**

Regular Commissioner Meeting, Thursday June 11, 2020 at 1730 - Station 31 Training Room/BlueJeans

#### **EXECUTIVE SESSION**

At 1934 hours Vice Commissioner Elmore called for an executive session to discuss staff contracts per RCW 42.30.110(1)(g) and IAFF contract RCW 42.30.140(4) for thirty (30) minutes. Chief O'Brien and District Attorney Brian Snure also attended the executive session.

Vice Chairman Elmore reconvened the open public meeting at 20:04 hours.

Motion to approve Shop contract as submitted.  
Motion by Commissioner Woolery and 2<sup>nd</sup> by Commissioner Fay.  
On Vote, **Motion Carried 9/0**

Motion to amend Deputy Chief Scott Dorsey's Contract as submitted.  
Motion by Commissioner Fay and 2<sup>nd</sup> by Commissioner Woolery.  
On Vote, **Motion Carried 9/0**

Motion to approve Chief O'Brien's contract as submitted.  
Motion by Commissioner Woolery and 2<sup>nd</sup> by Commissioner Gagnon.  
On Vote, **Motion Carried 9/0**

Multiple Commissioner participated in a discussion on the necessities of creating a Naming sub-committee. Conclusion was determined to present the vote to the board as is and there will be no sub-committee.

#### **ADJOURNMENT**

Vice Chairman Elmore adjourned the meeting at 20:21 hours.



Snohomish County Fire District #7

*Randy Fay*

Commissioner Randy Fay

*Rick Edwards*

Commissioner Rick Edwards

*Troy Elmore*

Vice Chairman Troy Elmore

*by Virtual Attendance*

Commissioner Paul Gagnon

*by Virtual Attendance*

Commissioner Jeff Schaub

*by Virtual Attendance*

Commissioner William Snyder

*by Virtual Attendance*

Commissioner Jim Steinruck

*Roy Waugh*

Chairman Roy Waugh

*Randal Woolery*

Commissioner Randal Woolery

*Kevin K. O'Brien*

Chief Kevin K. O'Brien