



COMMISSIONER BOARD MEETING

August 26, 2021

5:30 PM

**SRFR Station 31 Training Room
VIA BLUEJEANS**

**Snohomish Regional Fire & Rescue
WASHINGTON**

AGENDA



BOARD OF FIRE COMMISSIONERS MEETING AGENDA
 SNOHOMISH REGIONAL FIRE AND RESCUE
 Fire District 7 Station 31 Training Room/ Via Blue Jeans
 163 Village Court, Monroe, WA 98272
 August 26, 2021 1730 hours

CALL TO ORDER

PUBLIC COMMENT

UNION COMMENT

IAFF

Teamsters

CHIEFS REPORT

CONSENT AGENDA

Approve Vouchers

Benefit Vouchers: 21-01914 to 21-01922; (\$626,472.86)

AP Vouchers: 21-01923 to 21-01990; (\$355,078.53)

Approval of Payroll

August 15, 2021 \$1,186,041.89

Approval of Minutes

Approve Regular Board Meeting Minutes –August 12, 2021

CORRESPONDENCE

OLD BUSINESS

Discussion

Action

PFML Program Administration Transition

Resolution 21-5: Post-Retirement Medical Program Payment

Part-Paid Policy

NEW BUSINESS

Discussion

Resolution 21-7: Resolution requiring Vaccination for Health Care Providers

Action

Liz Loomis Contract



COMMISSIONER COMMITTEE REPORTS

Joint Fire Board with Mill Creek (**Fay**/Elmore/Waugh)
 Finance Committee (**Elmore**/Snyder/Waugh/ Woolery)
 Policy Committee (**Woolery**/ Elmore/Edwards/Schaub)
 Labor/Management (**Waugh**/Elmore/Fay)
 Shop Committee (**Snyder**/Edwards / Gagnon/Woolery)
 Strategic Plan Committee (**Schaub**/Fay/Snyder/Steinruck)
 Capital Facilities Committee (**Snyder**/Gagnon/Schaub/
 Woolery)

Government Liaisons:

Lake Stevens (Gagnon/Steinruck)
 Monroe (Edwards/Snyder/Woolery)
 Mill Creek (Elmore/Fay)
 Legislative (Elmore/Schaub)

Committee	Chair	Last Mtg	Next
Mill Creek	Fay		TBD
Finance	Elmore	8/26/21	9/23/21
Labor/Management	Waugh	8/2/21	9/7/21
Strategic Planning	Schaub	4/1/21	TBD
Capital Facilities	Snyder	7/26/21	
Sno Cnty 911	Waugh	8/19/21	9/16/21
Leadership	Schaub	6/2/21	9/9/21
Sno-Isle Commr.	Fay	7/1/21	9/2/21
Revenue Planning		8/15/21	

OTHER MEETINGS ATTENDED

Snohomish County 911 (Waugh)
 Leadership Meeting (Fay/Schaub)
 Sno-Isle Commissioner Meeting (Fay)

GOOD OF THE ORDER

ATTENDANCE CHECK

Regular Commissioner Meeting September 9, 2021 at 1730 - Station 31 Training Room/BlueJeans

EXECUTIVE SESSION

RCW 42.30.110(1)(g) Review performance of a public employee

ADJOURNMENT

FIRE CHIEF REPORT

CONSENT AGENDA

Snohomish County Fire District #7 Claims Voucher Summary

08/18/2021

Page 1 of 1

Fund: General Fund #001

We the undersigned Board of Directors of the above-named governmental unit do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified below are approved for payment.

Date: _____

Signatures:

Voucher	Payee/Claimant	1099 Default	Amount
21-01914	DEPARTMENT OF RETIREMENT SYSTEMS		21,829.95
21-01915	DIMARTINO & ASSOCIATES		21,665.61
21-01916	FIRE 7 FOUNDATION		342.50
21-01917	HRA VEBA TRUST		79,573.93
21-01918	LEOFF TRUST		397,918.75
21-01919	MATRIX TRUST COMPANY		18,755.67
21-01920	TD AMERITRADE INSTITUTIONAL		388.50
21-01921	TRUSTEED PLANS SERVICE CORP		32,091.57
21-01922	VOYA INSTITUTIONAL TRUST CO		53,906.38

	Page Total	626,472.86
	Cumulative Total	626,472.86

Snohomish County Fire District #7

08/25/2021

Claims Voucher Summary

Page 1 of 3

Fund: General Fund #001

We the undersigned Board of Directors of the above-named governmental unit do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified below are approved for payment.

Date: _____

Signatures: _____

Voucher	Payee/Claimant	1099 Default	Amount
21-01923	AMAZON CAPITAL SERVICES, INC		443.73
21-01924	ANDGAR MECHANICAL LLC		22,537.66
21-01925	ARAMARK UNIFORM SERVICES		178.35
21-01926	AT&T MOBILITY LLC		46.71
21-01927	BAHNMILLER CONSTRUCTION INC.		9,248.16
21-01928	BICKFORD MOTORS INC.		3,840.18
21-01929	BOUND TREE MEDICAL, LLC		22,984.57
21-01930	BRAKE & CLUTCH SUPPLY INC		130.78
21-01931	BRAUN NORTHWEST INC		527.59
21-01932	CAMILLE TABOR		39.94
21-01933	CANON FINANCIAL SERVICES INC		588.71
21-01934	CDW GOVERNMENT LLC		1,905.00
21-01935	CENTRAL SUPPLY INTERNATIONAL		530.01
21-01936	CENTRAL WELDING SUPPLY		162.20
21-01937	CHINOOK LUMBER		387.40
21-01938	CHMELIK SITKIN & DAVIS P.S.		10,196.25
21-01939	CLEARVIEW HARDWARE & FEED		57.09
21-01940	CONCENTRA MEDICAL CENTERS		317.50
21-01941	DAVE JONKER		70.00
21-01942	DELL FINANCIAL SERVICES LLC		18,351.40
21-01943	DRUG FREE BUSINESS		49.00
21-01944	ELECTRONIC BUSINESS MACHINES		96.42
21-01945	ELITE LOCK & SAFE		84.16
21-01946	EMERALD SERVICES, INC		657.76
21-01947	FERNO-WASHINGTON INC.		73.50
21-01948	FREIGHTLINER NORTHWEST		2,515.89
21-01949	GALLS, LLC - DBA BLUMENTHAL UNIFORM		23,776.15
21-01950	GRAINGER		851.10
21-01951	HARBORVIEW INVESTMENT LTD		1,970.00
21-01952	HIGHWAY AUTO SUPPLY		273.25
21-01953	HUGHES FIRE EQUIPMENT		887.99
		Page Total	123,778.45
		Cumulative Total	123,778.45

Snohomish County Fire District #7 Claims Voucher Summary

08/25/2021

Page 2 of 3

Fund: General Fund #001

We the undersigned Board of Directors of the above-named governmental unit do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified below are approved for payment.

Date: _____

Signatures:

Voucher	Payee/Claimant	1099 Default	Amount
21-01954	ISOUTSOURCE		15,873.56
21-01955	JUDD & BLACK ELECTRIC INC		1,851.17
21-01956	LES SCHWAB WAREHOUSE CENTER		70.97
21-01957	LIFE ASSIST INC		108.66
21-01958	LOWE'S		354.95
21-01959	MONROE UPHOLSTERY		300.85
21-01960	MUNICIPAL EMERGENCY SERVICES, INC.		478.43
21-01961	NORTHWEST FIBER, LLC		340.95
21-01962	NORTHWEST FORKLIFT, INC.		23,860.45
21-01963	NORTHWEST SAFETY CLEAN		10,702.68
21-01964	OFFICE DEPOT		61.27
21-01965	PACIFIC POWER BATTERIES		244.10
21-01966	PERFORMANCE MARINE INC		86.60
21-01967	PRECISION DYNAMICS CORP		98.06
21-01968	PUGET SOUND ENERGY		118.11
21-01969	PUGET SOUND ENERGY		81.24
21-01970	PUGET SOUND ENERGY		57.69
21-01971	PUGET SOUND ENERGY		90.58
21-01972	PUGET SOUND ENERGY		43.66
21-01973	PUGET SOUND HARDWARE, INC		2,263.10
21-01974	PURCELL TIRE & SERVICE CENTER		912.27
21-01975	REHN & ASSOCIATES		25.00
21-01976	RICE FERGUS MILLER		54,463.11
21-01977	SNOHOMISH CO-OP INC		61.24
21-01978	SNOHOMISH COUNTY FIRE DISTRICT 7		2,098.01
21-01979	SNOHOMISH COUNTY PUD		496.67
21-01980	SNOHOMISH COUNTY PUD		308.27
21-01981	SNURE LAW OFFICE, PSC		600.00
21-01982	SOUND PUBLISHING, INC		61.60
21-01983	SPRAGUE PEST SOLUTIONS		270.51
21-01984	STRYKER SALES CORPORATION		26,798.94

Page Total

143,182.70

Cumulative Total

266,961.15

Snohomish County Fire District #7 Claims Voucher Summary

08/25/2021

Page 3 of 3

Fund: General Fund #001

We the undersigned Board of Directors of the above-named governmental unit do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified below are approved for payment.

Date: _____

Signatures:

Voucher	Payee/Claimant	1099 Default	Amount
21-01985	SYSTEMS DESIGN WEST, LLC		13,472.10
21-01986	TICOR TITLE COMPANY		2,502.98
21-01987	TRUE NORTH EMERGENCY EQUIPMENT INC		2,775.39
21-01988	UNITED RECYCLING & CONTAINER		1,924.23
21-01989	US BANK		36,464.69
21-01990	WEX BANK		30,977.99

Page Total 88,117.38

Cumulative Total 355,078.53



Snohomish Regional Fire & Rescue, WA

Docket of Claims Register

APPKT00790 - 08/26/2021 Board Meeting - KP

By Docket/Claim Number

Vendor #	Vendor Name	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
2106	AMAZON CAPITAL SERVICES, INC	21-01923						443.73
		11KK-MG1K-6XYC	Blackout Curtains (2pk) (x3) - ST 76	Invoice	08/12/2021	Blackout Curtains (2pk) (x3) - ST 76	001-507-522-50-35-00	97.05
		14GH-H7ML-N779	Blackout Curtains (2pk) (x3) - ST 76	Credit Memo	08/21/2021	Blackout Curtains (2pk) (x3) - ST 76	001-507-522-50-35-00	-97.05
		1GN7-34WX-9GGR	Blackout Curtains,Wndw Curtain Rods,	Invoice	08/11/2021	Blackout Curtains,Wndw Curtain Rods,	001-507-522-50-35-00	331.60
		1WGX-KR67-CNNV	Non-Slip Bathtub Mat, Blackout Curtai	Invoice	08/11/2021	Non-Slip Bathtub Mat, Blackout Curtai	001-507-522-50-35-00	112.13
0036	ANDGAR MECHANICAL LLC	21-01924						22,537.66
		14846	Rooftop HVAC Unit - Admin Bldg	Invoice	07/22/2021	Rooftop HVAC Unit - Admin Bldg	300-507-594-50-62-01	22,537.66
0040	ARAMARK UNIFORM SERVICES	21-01925						178.35
		656000083946	Uniform/Laundry Services - Shop	Invoice	07/29/2021	Uniform/Laundry Services - Shop	500-511-522-60-41-04	80.98
		656000091141	Uniform/Laundry Services - Shop	Invoice	08/12/2021	Uniform/Laundry Services - Shop	500-511-522-60-41-04	80.98
		656000094661	Floor Mat & Mop Supply Services - ST :	Invoice	08/19/2021	Floor Mat & Mop Supply Services - ST :	001-507-522-50-41-00	16.39
1523	AT&T MOBILITY LLC	21-01926						46.71
		287289300744X08162021	Test Modem Data Plan	Invoice	08/08/2021	Test Modem Data Plan	001-513-522-10-42-00	46.71
2116	BAHNMILLER CONSTRUCTION IN	21-01927						9,248.16
		899	Permanent Standing Roof Anchor Insta	Invoice	08/10/2021	Permanent Standing Roof Anchor Insta	001-507-522-50-48-00	9,248.16
0058	BICKFORD MOTORS INC.	21-01928						3,840.18
		1203022	Shop Parts	Invoice	08/09/2021	Shop Parts	500-511-522-60-34-01	2,951.38
		1203086	Shop Parts	Invoice	08/10/2021	Shop Parts	500-511-522-60-34-01	459.50
		1203112	Shop Parts	Invoice	08/10/2021	Shop Parts	500-511-522-60-34-01	26.81
		1203130	Shop Parts	Invoice	08/12/2021	Shop Parts	500-511-522-60-34-01	138.57
		1203146	Shop Parts	Invoice	08/11/2021	Shop Parts	500-511-522-60-34-01	245.61
		1203167	Shop Parts	Invoice	08/11/2021	Shop Parts	500-511-522-60-34-01	18.31

Docket of Claims Register

APPKT00790 - 08/26/2021 Board Meeting - KP

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
Vendor #	Payable Number	Payable Description					Distribution Amount
0065	BOUND TREE MEDICAL, LLC	21-01929					22,984.57
	84037855	Medications & Medical Supplies	Invoice	04/27/2021	Medical Supplies	001-509-522-30-31-02	167.59
					Medications	001-509-522-30-31-01	33.00
	84068093	Medications/Medical Supplies/Medica	Invoice	05/21/2021	Medical Small Tools/Minor Equip.	001-509-522-20-35-00	77.08
					Medical Supplies	001-509-522-30-31-02	1,334.47
					Medications	001-509-522-30-31-01	83.10
	84068094	Medical Supplies	Invoice	05/21/2021	Medical Supplies	001-509-522-30-31-02	137.34
	84069628	Medical Supplies	Invoice	05/24/2021	Medical Supplies	001-509-522-30-31-02	7.35
	84069629	Medications & Medical Supplies	Invoice	05/24/2021	Medical Supplies	001-509-522-30-31-02	1,121.01
					Medications	001-509-522-30-31-01	69.20
	84078376	Medical Supplies	Invoice	06/01/2021	Medical Supplies	001-509-522-30-31-02	8.62
	84079812	Medications & Medical Supplies	Invoice	06/02/2021	Medical Supplies	001-509-522-30-31-02	2,310.48
					Medications	001-509-522-30-31-01	260.36
	84089202	Medical Supplies & Medical Sm.Tools/I	Invoice	06/09/2021	Medical Small Tools/Minor Equip.	001-509-522-20-35-00	96.72
					Medical Supplies	001-509-522-30-31-02	15.26
	84090913	Medications	Invoice	06/10/2021	Medications	001-509-522-30-31-01	35.15
	84092374	Medical Supplies	Invoice	06/11/2021	Medical Supplies	001-509-522-30-31-02	4.54
	84100527	Medical Small Tools/Minor Equip.	Invoice	06/18/2021	Medical Small Tools/Minor Equip.	001-509-522-20-35-00	13.76
	84102010	Medical Supplies	Invoice	06/21/2021	Medical Supplies	001-509-522-30-31-02	107.68
	84105578	Medical Supplies	Invoice	06/23/2021	Medical Supplies	001-509-522-30-31-02	24.64
	84105579	Medical Supplies	Invoice	06/23/2021	Medical Supplies	001-509-522-30-31-02	12.48
	84107226	Medical Supplies & Medical Sm.Tools/I	Invoice	06/24/2021	Medical Small Tools/Minor Equip.	001-509-522-20-35-00	173.95
					Medical Supplies	001-509-522-30-31-02	580.34
	84107227	Medical Supplies	Invoice	06/24/2021	Medical Supplies	001-509-522-30-31-02	778.62
	84108702	Medications/Medical Supplies/Medica	Invoice	06/25/2021	Medical Small Tools/Minor Equip.	001-509-522-20-35-00	13.23
					Medical Supplies	001-509-522-30-31-02	1,929.55
					Medications	001-509-522-30-31-01	688.05
	84110075	Medications/Medical Supplies/Medica	Invoice	06/28/2021	Medical Small Tools/Minor Equip.	001-509-522-20-35-00	505.22
					Medical Supplies	001-509-522-30-31-02	2,391.27
					Medications	001-509-522-30-31-01	3,809.00
	84117058	Medications & Medical Supplies	Invoice	07/02/2021	Medical Supplies	001-509-522-30-31-02	1,223.07
					Medications	001-509-522-30-31-01	34.42
	84121057	Medications/Medical Supplies/Medica	Invoice	07/07/2021	Medical Small Tools/Minor Equip.	001-509-522-20-35-00	96.30
					Medical Supplies	001-509-522-30-31-02	1,499.82
					Medications	001-509-522-30-31-01	544.98
	84134428	Medications & Medical Supplies	Invoice	07/19/2021	Medical Supplies	001-509-522-30-31-02	1,675.16
					Medications	001-509-522-30-31-01	33.00
	84139564	Medications/Medical Supplies/Medica	Invoice	07/22/2021	Medical Small Tools/Minor Equip.	001-509-522-20-35-00	48.93
					Medical Supplies	001-509-522-30-31-02	1,038.41
					Medications	001-509-522-30-31-01	1.42
0070	BRAKE & CLUTCH SUPPLY INC	21-01930					130.78
	102532	Shop Parts	Invoice	08/12/2021	Shop Parts	500-511-522-60-34-01	130.78

Docket of Claims Register

APPKT00790 - 08/26/2021 Board Meeting - KP

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
Vendor #	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Distribution Amount
0073	BRAUN NORTHWEST INC 31269	21-01931 Shop Parts	Invoice	07/22/2021	Shop Parts	500-511-522-60-34-01	527.59
0083	CAMILLE TABOR INV06566	21-01932 Printer Ink Reimbursement	Invoice	08/24/2021	Printer Ink Reimbursement	001-502-522-10-31-00	39.94
1913	CANON FINANCIAL SERVICES INC	21-01933					588.71
	27171792	Copier Machine Lease - Sonya	Invoice	08/13/2021	Copier Machine Lease - Sonya	001-512-522-10-45-00	36.78
	27171794	Copier Machine Lease - ST 83	Invoice	08/13/2021	Copier Machine Lease - ST 83	001-512-522-10-45-00	36.18
	27205666	Copier Machine Lease - ST 82 Admin	Invoice	08/13/2021	Copier Machine Lease - ST 82 Admin	001-512-522-10-45-00	218.47
	27205667	Copier Machine Lease - ST 82	Invoice	08/13/2021	Copier Machine Lease - ST 82	001-512-522-10-45-00	36.58
	27205668	Copier Machine Lease - ST 81	Invoice	08/13/2021	Copier Machine Lease - ST 81	001-512-522-10-45-00	36.58
	27219908	Copier Machine Lease - Admin POD	Invoice	08/13/2021	Copier Machine Lease - Admin POD	001-512-522-10-45-00	224.12
0094	CDW GOVERNMENT LLC	21-01934					1,905.00
	H914225	SonicWall Network Security Mgmt Lic	Invoice	08/05/2021	SonicWall Network Security Mgmt Lic	001-513-522-10-49-04	1,180.26
	H924478	SonicWall Network Security Mgmt Lic	Invoice	08/06/2021	SonicWall Network Security Mgmt Lic	001-513-522-10-49-04	724.74
0095	CENTRAL SUPPLY INTERNATIONAL	21-01935					530.01
	1435-R	Shop Parts	Invoice	03/18/2020	Shop Parts	500-511-522-60-34-01	157.61
	1591	Shop Parts	Invoice	07/06/2021	Shop Parts	500-511-522-60-34-01	372.40
0096	CENTRAL WELDING SUPPLY	21-01936					162.20
	SP 861942	Oxygen Cylinder Exchange/Re-Fill (x11)	Invoice	08/11/2021	Oxygen Cylinder Exchange/Re-Fill (x11)	001-509-522-20-45-00	105.18
	SP 861950	Oxygen Cylinder Exchange/Re-Fill (x4)	Invoice	08/13/2021	Oxygen Cylinder Exchange/Re-Fill (x4)	001-509-522-20-45-00	57.02
0101	CHINOOK LUMBER	21-01937					387.40
	1745540	Tech Rescue/Trench Training Prop Mat	Invoice	05/21/2021	Tech Rescue/Trench Training Prop Mat	001-506-522-45-31-03	387.40
0103	CHMELIK SITKIN & DAVIS P.S.	21-01938					10,196.25
	106121	Attorney Services	Invoice	07/31/2021	Attorney Services	001-512-522-10-41-03	10,196.25
0113	CLEARVIEW HARDWARE & FEED	21-01939					57.09
	B218994	Bungee Cords & Sticky Back Velcro	Invoice	06/22/2021	Bungee Cords & Sticky Back Velcro	001-504-522-20-31-01	38.70
	B219631	Bungee Cords	Invoice	07/01/2021	Bungee Cords	001-504-522-20-31-01	18.39
1882	CONCENTRA MEDICAL CENTERS	21-01940					317.50
	71763890	Pre-Employment/New Hire Physical	Invoice	06/16/2021	Pre-Employment/New Hire Physical	001-510-522-20-41-06	317.50
0300	DAVE JONKER	21-01941					70.00
	INV06570	EVT Test Reimbursement (RFA4, RL1)	Invoice	08/11/2021	EVT Test Reimbursement (RFA4, RL1)	500-511-522-45-49-01	70.00
2008	DELL FINANCIAL SERVICES LLC	21-01942					18,351.40
	80958124	EPCR Tablets Rental Contract (Annual)	Invoice	07/24/2021	EPCR Tablets Rental Contract (Annual)	303-509-522-20-35-01	18,351.40
0164	DRUG FREE BUSINESS	21-01943					49.00
	419749	Random Drug Test	Invoice	07/30/2021	Random Drug Test	500-511-522-60-41-06	49.00
1875	ELECTRONIC BUSINESS MACHINE	21-01944					96.42
	AR198051	Copier Machine Usage - Admin Bldg	Invoice	07/30/2021	Copier Machine Usage - Admin Bldg	001-502-522-10-31-00	96.42

Docket of Claims Register

APPKT00790 - 08/26/2021 Board Meeting - KP

Vendor #	Vendor Name Payable Number	Docket/Claim # Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
0176	ELITE LOCK & SAFE 38676	21-01945 Key Padlock (x2)	Invoice	08/06/2021	Key Padlock (x2)	001-507-522-50-35-00	84.16
0178	EMERALD SERVICES, INC 86330322 86800664	21-01946 Hazardous Materials Disposal (Shop) Hazardous Materials Disposal (Shop)	Invoice Invoice	07/28/2021 07/29/2021	Hazardous Materials Disposal (Shop) Hazardous Materials Disposal (Shop)	500-511-522-60-41-03 500-511-522-60-41-03	657.76 616.81 40.95
0202	FERNO-WASHINGTON INC. 874385	21-01947 Restraint Strap (2pc) (x2)	Invoice	10/27/2020	Restraint Strap (2pc) (x2)	001-509-522-20-35-00	73.50 73.50
0222	FREIGHTLINER NORTHWEST PC302121409;01 PC302121858;01 PC302121861;01 PC302121890;01 PC302122269;01 PC302122321;01 PC302122447;01 PC302122463;01 PC302122477;01 PC302122862;01 PC302122862;02 PC302122871;01 PC302122881;01 PC302123268;01 PC304000189;01	21-01948 Shop Parts	Credit Memo Invoice Credit Memo Credit Memo Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Credit Memo Credit Memo Invoice	07/13/2021 07/20/2021 07/20/2021 07/20/2021 07/26/2021 07/27/2021 07/28/2021 07/28/2021 07/29/2021 08/04/2021 08/05/2021 08/06/2021 08/04/2021 08/10/2021 08/16/2021	Shop Parts Shop Parts	500-511-522-60-34-01 500-511-522-60-34-01	2,515.89 -1,761.10 125.21 -329.71 -91.62 45.44 18.12 88.03 101.34 4.65 1,677.71 1,943.66 741.17 -18.12 -157.12 128.23

Docket of Claims Register

APPKT00790 - 08/26/2021 Board Meeting - KP

Vendor #	Vendor Name	Docket/Claim #	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
Vendor #	Payable Number		Payable Description	Payable Type	Payable Date	Item Description	Account Number	Distribution Amount
	018966732		Diamond Quilted Jacket (SRFR/Name E	Invoice	08/03/2021	Diamond Quilted Jacket (SRFR/Name E	001-504-522-20-31-07	15.38
	018966733		Diamond Quilted Jacket (SRFR/Name E	Invoice	08/03/2021	Diamond Quilted Jacket (SRFR/Name E	001-504-522-20-31-07	15.38
	018966734		Diamond Quilted Jacket (SRFR/Name E	Invoice	08/03/2021	Diamond Quilted Jacket (SRFR/Name E	001-504-522-20-31-07	15.38
	018966735		Diamond Quilted Jacket (SRFR/Name E	Invoice	08/03/2021	Diamond Quilted Jacket (SRFR/Name E	001-504-522-20-31-07	15.38
	018966736		Diamond Quilted Jacket (SRFR/Name E	Invoice	08/03/2021	Diamond Quilted Jacket (SRFR/Name E	001-504-522-20-31-07	15.38
	018997985		Diamond Quilted Jacket (SRFR/Name E	Invoice	08/06/2021	Diamond Quilted Jacket (SRFR/Name E	001-504-522-20-31-07	20.87
	018997986		Diamond Quilted Jacket (SRFR/Name E	Invoice	08/06/2021	Diamond Quilted Jacket (SRFR/Name E	001-504-522-20-31-07	20.87
	018997987		Diamond Quilted Jacket (SRFR/Name E	Invoice	08/06/2021	Diamond Quilted Jacket (SRFR/Name E	001-504-522-20-31-07	20.87
	018997988		Diamond Quilted Jacket (SRFR/Name E	Invoice	08/06/2021	Diamond Quilted Jacket (SRFR/Name E	001-504-522-20-31-07	20.87
	018997989		Diamond Quilted Jacket (SRFR/Name E	Invoice	08/06/2021	Diamond Quilted Jacket (SRFR/Name E	001-504-522-20-31-07	20.87
	018997990		Diamond Quilted Jacket (SRFR/Name E	Invoice	08/06/2021	Diamond Quilted Jacket (SRFR/Name E	001-504-522-20-31-07	20.87
	018997991		Diamond Quilted Jacket (SRFR/Name E	Invoice	08/06/2021	Diamond Quilted Jacket (SRFR/Name E	001-504-522-20-31-07	5.49
	018997992		Diamond Quilted Jacket (SRFR/Name E	Invoice	08/06/2021	Diamond Quilted Jacket (SRFR/Name E	001-512-522-10-49-06	23.82
	018997993		Diamond Quilted Jacket (SRFR/Name E	Invoice	08/06/2021	Diamond Quilted Jacket (SRFR/Name E	001-512-522-10-49-06	23.82
	018997994		Diamond Quilted Jacket (SRFR/Name E	Invoice	08/06/2021	Diamond Quilted Jacket (SRFR/Name E	001-512-522-10-49-06	23.82
	018997995		Diamond Quilted Jacket (SRFR/Name E	Invoice	08/06/2021	Diamond Quilted Jacket (SRFR/Name E	001-512-522-10-49-06	23.82
	018997996		Diamond Quilted Jacket (SRFR/Name E	Invoice	08/06/2021	Diamond Quilted Jacket (SRFR/Name E	001-512-522-10-49-06	23.82
	018997997		Diamond Quilted Jacket (SRFR/Name E	Invoice	08/06/2021	Diamond Quilted Jacket (SRFR/Name E	001-512-522-10-49-06	23.82
	018997998		Diamond Quilted Jacket (SRFR/Name E	Invoice	08/06/2021	Diamond Quilted Jacket (SRFR/Name E	001-512-522-10-49-06	24.30
	019032210		Station Wear Pants	Invoice	08/11/2021	Station Wear Pants	001-504-522-20-31-07	119.41
	019032280		Industrial Pants (x2)	Invoice	08/11/2021	Industrial Pants (x2)	001-504-522-20-31-07	257.22
	019032281		Industrial Pants	Invoice	08/11/2021	Industrial Pants	001-504-522-20-31-07	127.26
0238	GRAINGER	21-01950						851.10
	9019091041		Station Operating Supplies	Invoice	08/11/2021	Station Operating Supplies	001-507-522-50-31-00	576.45
	9022787130		Hang & Stack Bin, Bin Divider (6pk)	Invoice	08/16/2021	Hang & Stack Bin, Bin Divider (6pk)	001-507-522-50-35-00	46.61
	9022787148		Fire Hose Nozzle/Suction Gasket (x4) (Invoice	08/16/2021	Fire Hose Nozzle/Suction Gasket (x4) (001-504-522-20-48-02	50.50
	9024744899		Sink Faucet Spray Hose Replacement P	Invoice	08/17/2021	Sink Faucet Spray Hose Replacement P	001-507-522-50-48-00	16.24
	9027671982		Station Operating Supplies	Invoice	08/19/2021	Station Operating Supplies	001-507-522-50-31-00	138.24
	9027698001		Kitchen Sink Faucet Spray Head - ST 82	Invoice	08/19/2021	Kitchen Sink Faucet Spray Head - ST 82	001-507-522-50-48-00	23.06
1660	HARBORVIEW INVESTMENT LTD	21-01951						1,970.00
	09/2021		Paramedic School Rent (#2-702) - Sept	Invoice	09/01/2021	Paramedic School Rent (#2-702) - Sept	001-506-522-45-49-37	1,970.00
0257	HIGHWAY AUTO SUPPLY	21-01952						273.25
	1-626194		Shop Parts	Invoice	08/11/2021	Shop Parts	500-511-522-60-34-01	18.58
	1-626561		Shop Parts	Invoice	08/16/2021	Shop Parts	500-511-522-60-34-01	8.83
	1-626564		Shop Parts	Invoice	08/16/2021	Shop Parts	500-511-522-60-34-01	245.84
0260	HUGHES FIRE EQUIPMENT	21-01953						887.99
	566549		Shop Parts	Invoice	06/16/2021	Shop Parts	500-511-522-60-34-01	675.45
	566895		Shop Parts	Invoice	07/09/2021	Shop Parts	500-511-522-60-34-01	212.54
0277	ISOUTSOURCE	21-01954						15,873.56
	CW256005		Monthly Software Fees/Monitoring Se	Invoice	08/12/2021	Monthly Software Fees/Monitoring Se	001-513-522-10-41-04	771.66
	CW256104		IT Services	Invoice	08/15/2021	IT Services	001-513-522-10-41-04	15,101.90

Docket of Claims Register

APPKT00790 - 08/26/2021 Board Meeting - KP

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
Vendor #	Payable Number	Payable Description					Distribution Amount
1910	JUDD & BLACK ELECTRIC INC 8719712-1	21-01955 Dishwasher (x2) - ST 31	Invoice	08/11/2021	Dishwasher (x2) - ST 31	001-507-522-50-35-00	1,851.17 1,851.17
0339	LES SCHWAB WAREHOUSE CENTI 30400452015	21-01956 TPMS Sensor Replacement (RF) (S0701	Invoice	06/07/2021	TPMS Sensor Replacement (RF) (S0701	001-513-522-20-48-01	70.97 70.97
0343	LIFE ASSIST INC 1124234	21-01957 Medical Small Tools/Minor Equipment	Invoice	08/11/2021	Medical Small Tools/Minor Equipment	001-509-522-20-35-00	108.66 108.66
0352	LOWE'S 901643 909226 909922 922232	21-01958 Lumber & Building Supplies (Training S Epoxy Adhesive & Multi-Purpose Lube Coil Chain & Carabiner (x2) Sink Plumbing Repair Parts,Toilet Seat,	Invoice Invoice Invoice Invoice	07/14/2021 07/14/2021 07/07/2021 07/05/2021	Lumber & Building Supplies (Training S Epoxy Adhesive & Multi-Purpose Lube Coil Chain & Carabiner (x2) BBQ Grill Brush (ST 76) Toilet Seat (Admn),Sink Plumbing Rep.	001-506-522-45-31-03 001-507-522-50-48-00 001-507-522-50-35-00 001-507-522-50-35-00 001-507-522-50-48-00	354.95 227.52 54.40 19.67 8.28 45.08
0381	MONROE UPHOLSTERY 7722 7723	21-01959 Shop Parts Shop Parts	Invoice Invoice	08/05/2021 08/06/2021	Shop Parts Shop Parts	500-511-522-60-34-01 500-511-522-60-34-01	300.85 218.80 82.05
0387	MUNICIPAL EMERGENCY SERVI IN1605978 IN1609016	21-01960 SCBA Flow Testing & Repair/Maintenan SCBA Repair (Fill Adapter)	Invoice Invoice	08/03/2021 08/12/2021	SCBA Flow Testing & Repair/Maintenan SCBA Repair (Fill Adapter)	001-504-522-20-48-12 001-504-522-20-48-12	478.43 390.99 87.44
2011	NORTHWEST FIBER, LLC ST73-AUGSEP21	21-01961 Fax & Alarm Services - ST 73	Invoice	08/10/2021	Fax & Alarm Services - ST 73	001-513-522-50-42-01	340.95 340.95
2130	NORTHWEST FORKLIFT, INC. ES09187	21-01962 Forklift (AF35LP)	Invoice	08/23/2021	Forklift (AF35LP)	303-507-594-50-63-00	23,860.45 23,860.45
0424	NORTHWEST SAFETY CLEAN 21-30399 21-30544 21-30545 21-30546	21-01963 Bunker Gear Repairs & Alterations Bunker Gear Cleaning, Repairs & Alter Bunker Gear Cleaning, Repairs & Alter Bunker Gear Cleaning, Repairs & Alter	Credit Memo Invoice Invoice Invoice	07/19/2021 08/18/2021 08/18/2021 08/18/2021	Bunker Gear Repairs & Alterations Bunker Gear Cleaning, Repairs & Alter Bunker Gear Cleaning, Repairs & Alter Bunker Gear Cleaning, Repairs & Alter	001-504-522-20-48-11 001-504-522-20-48-11 001-504-522-20-48-11 001-504-522-20-48-11	10,702.68 -34.50 3,619.93 4,914.08 2,203.17
0434	OFFICE DEPOT 186753837001 186756738001 188234775001 189172810001	21-01964 Staples Permanent Markers (4pk) Parchment Certificate Paper Hanging Wall File (3-Set)	Invoice Invoice Invoice Invoice	08/17/2021 08/17/2021 08/18/2021 08/20/2021	Staples Permanent Markers (4pk) Parchment Certificate Paper Hanging Wall File (3-Set)	001-502-522-10-31-00 001-502-522-10-31-00 001-502-522-10-31-00 001-502-522-10-35-00	61.27 2.09 4.36 28.32 26.50
0451	PACIFIC POWER BATTERIES 17130772 17130875	21-01965 Shop Parts Shop Parts	Invoice Invoice	08/06/2021 08/11/2021	Shop Parts Shop Parts	500-511-522-60-34-01 500-511-522-60-34-01	244.10 231.56 12.54
0463	PERFORMANCE MARINE INC 25693	21-01966 Shop Parts	Invoice	07/28/2021	Shop Parts	500-511-522-60-34-01	86.60 86.60
2126	PRECISION DYNAMICS CORP 9347041668	21-01967 Medications	Invoice	07/15/2021	Medications	001-509-522-30-31-01	98.06 98.06

Docket of Claims Register

APPKT00790 - 08/26/2021 Board Meeting - KP

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
Vendor #	Payable Number	Payable Description					Distribution Amount
0483	PUGET SOUND ENERGY	21-01968					118.11
	ADMIN-JULAUG21	Natural Gas - Admin Bldg	Invoice	08/06/2021	Natural Gas - Admin Bldg	001-507-522-50-47-03	17.72
						300-507-522-50-47-00	100.39
0483	PUGET SOUND ENERGY	21-01969					81.24
	ST73-JULAUG21	Natural Gas - ST 73	Invoice	08/12/2021	Natural Gas - ST 73	001-507-522-50-47-03	81.24
0483	PUGET SOUND ENERGY	21-01970					57.69
	ST74-JULAUG21	Natural Gas - ST 74	Invoice	08/12/2021	Natural Gas - ST 74	001-507-522-50-47-03	57.69
0483	PUGET SOUND ENERGY	21-01971					90.58
	ST33-JULAUG21	Natural Gas - ST 33	Invoice	08/11/2021	Natural Gas - ST 33	001-507-522-50-47-03	90.58
0483	PUGET SOUND ENERGY	21-01972					43.66
	ST31-JULAUG21	Natural Gas - ST 31	Invoice	08/06/2021	Natural Gas - ST 31	001-507-522-50-47-03	37.25
						500-511-522-60-47-01	6.41
1532	PUGET SOUND HARDWARE, INC	21-01973					2,263.10
	8773	Security Keypad Install/Replacement -	Invoice	07/30/2021	Security Keypad Install/Replacement -	001-507-522-50-48-00	2,263.10
0484	PURCELL TIRE & SERVICE CENTER	21-01974					912.27
	24248321	Shop Parts	Invoice	08/06/2021	Shop Parts	500-511-522-60-34-01	114.16
	24248781	Shop Parts	Invoice	08/10/2021	Shop Parts	500-511-522-60-34-01	798.11
1533	REHN & ASSOCIATES	21-01975					25.00
	IN0000146877	COBRA Rights Notice Letter	Invoice	07/31/2021	COBRA Rights Notice Letter	001-502-522-10-41-01	25.00
0499	RICE FERGUS MILLER	21-01976					54,463.11
	2019118.00-010	Capital Facilities Planning - Existing Sta	Invoice	08/11/2021	Capital Facilities Planning - Existing Sta	300-507-594-50-62-01	14,894.88
	2020053.00-005	Capital Facilities Planning - ST83 Desgn	Invoice	06/16/2021	Capital Facilities Planning - ST83 Desgn	300-507-594-50-62-01	24,271.53
	2020053.00-007	Capital Facilities Planning - ST83 Desgn	Invoice	08/10/2021	Capital Facilities Planning - ST83 Desgn	300-507-594-50-62-01	15,296.70
1905	SNOHOMISH CO-OP INC	21-01977					61.24
	296416	Fuel (Error - Charged Wrong Account)	Credit Memo	08/05/2020	Fuel (Error - Charged Wrong Account)	001-504-522-20-32-00	-50.05
	7458	Fence Post/T-Post (x12) (SRFR Banners	Invoice	12/08/2020	Fence Post/T-Post (x12) (SRFR Banners	001-512-522-10-49-06	65.45
	7464	Fence Post/T-Post (x6) (SRFR Banners)	Invoice	12/10/2020	Fence Post/T-Post (x6) (SRFR Banners)	001-512-522-10-49-06	45.84
1536	SNOHOMISH COUNTY FIRE DISTF	21-01978					2,098.01
	6334	EMS Transport Refund	Invoice	08/19/2021	EMS Transport Refund	001-509-589-26-49-00	69.59
	6335	EMS Transport Refund	Invoice	08/19/2021	EMS Transport Refund	001-509-589-26-49-00	148.12
	6336	EMS Transport Refund	Invoice	08/19/2021	EMS Transport Refund	001-509-589-26-49-00	3.44
	6337	EMS Transport Refund	Invoice	08/19/2021	EMS Transport Refund	001-509-589-26-49-00	40.45
	6338	EMS Transport Refund	Invoice	08/19/2021	EMS Transport Refund	001-509-589-26-49-00	462.49
	6339	EMS Transport Refund	Invoice	08/19/2021	EMS Transport Refund	001-509-589-26-49-00	70.00
	6340	EMS Transport Refund	Invoice	08/19/2021	EMS Transport Refund	001-509-589-26-49-00	25.69
	6341	EMS Transport Refund	Invoice	08/19/2021	EMS Transport Refund	001-509-589-26-49-00	653.78
	6342	EMS Transport Refund	Invoice	08/19/2021	EMS Transport Refund	001-509-589-26-49-00	80.12
	6343	EMS Transport Refund	Invoice	08/19/2021	EMS Transport Refund	001-509-589-26-49-00	531.84
	6344	DRS Late Fee/Monthly Interest Charge	Invoice	08/19/2021	DRS Late Fee/Monthly Interest Charge	001-502-522-10-20-06	12.49

Docket of Claims Register

APPKT00790 - 08/26/2021 Board Meeting - KP

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
Vendor #	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Distribution Amount
0565	SNOHOMISH COUNTY PUD 145201005	21-01979 Electricity - ST 76	Invoice	08/10/2021	Electricity - ST 76	001-507-522-50-47-01	496.67
0565	SNOHOMISH COUNTY PUD 138555042	21-01980 Electricity - ST 77	Invoice	08/13/2021	Electricity - ST 77	001-507-522-50-47-01	308.27
0567	SNURE LAW OFFICE, PSC 163	21-01981 2021 Laws Update Webinar (x2) Regist	Invoice	02/20/2021	2021 Laws Update Webinar (x2) Regist	001-501-522-45-49-01	600.00
0569	SOUND PUBLISHING, INC EDH933462	21-01982 Newspaper Legal Notice Posting (SEPA	Invoice	07/22/2021	Newspaper Legal Notice Posting (SEPA	001-515-522-30-42-01	61.60
2057	SPRAGUE PEST SOLUTIONS 4593819	21-01983 Monthly Pest Control Services - Admin	Invoice	08/06/2021	Monthly Pest Control Services - Admin	001-507-522-50-41-00	270.51
	4593831	Monthly Pest Control Services - ST 32	Invoice	08/06/2021	Monthly Pest Control Services - ST 32	300-507-522-50-41-00	13.53
	4593832	Monthly Pest Control Services - ST 31	Invoice	08/06/2021	Monthly Pest Control Services - ST 31	001-507-522-50-41-00	76.64
							90.17
							90.17
1634	STRYKER SALES CORPORATION 3151284M	21-01984 Maint. Annual Agreement 9/18-8/21 (I	Invoice	09/23/2020	Maint. Annual Agreement 9/18-8/21 (I	001-509-522-20-49-02	26,798.94
	3254658M	ProCare Maintenance Annual Agreeemr	Invoice	01/04/2021	ProCare Maint. Annual Agrmnt 1/19-1,	001-509-522-20-49-02	1,641.60
	3266529M	CODE-STAT Data Review Software Licer	Invoice	01/13/2021	CODE-STAT Data Review Software Licer	001-509-522-20-49-02	20,937.85
0587	SYSTEMS DESIGN WEST, LLC 20211638	21-01985 EMS Transport Billing Monthly Service:	Invoice	08/11/2021	EMS Transport Billing Monthly Service:	001-509-522-20-41-05	4,219.49
2124	TICOR TITLE COMPANY 1384057	21-01986 Quit Claim Deed Recording Fees (x15)	Invoice	07/21/2021	Quit Claim Deed Recording Fees (x15)	001-512-522-10-49-06	13,472.10
0610	TRUE NORTH EMERGENCY EQUIF A07413	21-01987 Shop Parts	Credit Memo	02/18/2021	Shop Parts	500-511-522-60-34-01	2,502.98
	A07414	Shop Parts	Invoice	02/18/2021	Shop Parts	500-511-522-60-34-01	2,502.98
	A09046	Shop Parts	Invoice	08/03/2021	Shop Parts	500-511-522-60-34-01	1,958.08
	A09048	Shop Parts	Invoice	08/04/2021	Shop Parts	500-511-522-60-34-01	73.24
	A09076	Shop Parts	Invoice	08/06/2021	Shop Parts	500-511-522-60-34-01	689.74
2052	UNITED RECYCLING & CONTAINE 142689	21-01988 Station Rebarking - ST 33	Invoice	08/17/2021	Station Rebarking - ST 33	001-507-522-50-48-00	77.12
							1,924.23
							1,924.23

Docket of Claims Register

APPKT00790 - 08/26/2021 Board Meeting - KP

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
Vendor #	Payable Number	Payable Description					Distribution Amount
0624	US BANK	21-01989					36,464.69
	USBANK-JULY21	District Credit Card Charges - July 2021	Invoice	07/26/2021	Adobe Acrobat Pro DC Annual Subscrip	001-502-522-10-49-01	196.61
					Adobe Acrobat Pro DC Annual Subscrip	001-502-522-10-49-01	-196.61
					Adobe Creative Cloud Software Month	001-502-522-10-49-01	57.92
					Airport Parking - Operative IQ Confere	001-507-522-50-43-00	57.45
					Amazon Prime Monthly Membership F	500-511-522-60-34-01	14.20
					Apparatus Tire Replacement (B71)	001-513-522-20-48-01	225.11
					ASHRAE Safety Standard 15-2019 & 34	001-505-522-30-49-02	173.79
					Banquet Hall Room Reservation (Initial	001-502-522-10-49-07	5,000.00
					Bike Helmets	001-515-522-30-31-01	655.09
					Biohazardous/Medical Waste Disposal	001-509-522-20-41-06	328.20
					Brush Trimming Recycle Run	001-507-522-50-47-04	15.30
					Bunker/Turnout Gear Storage Bag (x10	001-504-522-20-31-10	623.26
					CalendarWiz Professional Monthly Sut	001-513-522-10-49-04	29.00
					Car Wash Soap/Concentrate	001-504-522-20-31-01	10.76
					Carabiner (x2) - ST 83	001-504-522-20-31-01	19.63
					Carport (x2) - Logistics/ST 74	300-507-594-50-62-74	10,751.39
					Chief O'BrienPurchase/Admin Supplies	001-502-522-10-49-06	42.43
					Coffee, Plastics Plates & Utensils	001-507-522-50-31-00	77.42
					Cooler & Ice (MSO71)	001-509-522-20-49-04	40.03
					Cork Bulletin Board - ST 81	001-507-522-50-35-00	39.66
					Diesel Exhaust Fluid (Wildland Mobe T	001-514-522-20-43-01	32.36
					Dinner (Wildland Mobe T71 & B71)	001-514-522-20-43-01	48.46
					Dishwasher Detergent Dispenser	001-507-522-50-48-00	122.75
					Domain Name Renewal (1yr) (lsfire.org	001-513-522-10-49-04	23.14
					Drinking Cup/Glass (12pk) (x4) - ST 33	001-507-522-50-35-00	129.32
					Driver Operator Books	001-506-522-45-34-00	840.20
					Dry Erase Whiteboard	001-502-522-10-35-00	175.69
					Exercise Mat (x8)	001-510-522-20-35-01	205.04
					FastField Mobile Forms Software	001-505-522-30-49-04	817.56
					FDIC International 2021 Registration - I	001-506-522-45-49-02	637.00
					FEMA G300 Virtual Course Registratio	001-506-522-45-49-02	485.00
					Forklift Training - B.Ekse	001-507-522-45-49-02	175.00
					Fuel	001-504-522-20-32-00	43.67
					Fundamentals of Anatomy & Physiolog	001-506-522-45-34-00	223.40
					Good To Go Auto Replenish	001-509-522-20-49-01	30.00
					Good To Go Toll Bill	001-509-522-20-49-01	5.50
					Half Sheet Pan (x2) - ST 31	001-507-522-50-35-00	40.97
					Hat Badges (Honor Guard)	001-504-522-20-31-07	1,035.00
					Helmet Shields	001-504-522-20-31-10	98.46
					Helmet Shields	001-504-522-20-31-10	366.41
					Hotel - Operative IQ Conference	001-507-522-50-43-00	1,121.84
					Ice (Cooling Shelter)	001-502-522-10-49-06	40.35

Docket of Claims Register

APPKT00790 - 08/26/2021 Board Meeting - KP

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
Vendor #	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Distribution Amount
	USBANK-JULY21	District Credit Card Charges - July 2021	Invoice	07/26/2021	Internet Services - Paramedic Student	001-506-522-45-49-37	50.43
					Intrntnl Society of Fire Service Instruct	001-506-522-45-49-02	525.00
					Intrntnl Society of Fire Service Instruct	001-506-522-45-49-02	125.00
					iPad Case, iPhone Charger, USB Cables	001-506-522-45-31-03	912.72
					Laptop Repair - ST 83	001-513-522-20-48-03	219.93
					LED Lights	001-507-522-50-31-00	1,180.12
					Left Coast Engine Fest Registration - A.	001-506-522-45-49-02	650.00
					Left Coast Engine Fest Registration - B.	001-506-522-45-49-02	650.00
					Left Coast Engine Fest Registration - B.	001-506-522-45-49-02	275.00
					Left Coast Engine Fest Registration - Ka	001-506-522-45-49-02	275.00
					Lunch	001-502-522-10-49-06	31.95
					Lunch	001-502-522-10-49-06	79.95
					Lunch - Succession Planning	001-502-522-10-49-06	238.89
					Microsoft 365 Apps Monthly Subscript	001-513-522-45-49-02	9.03
					Name Plate (Retirement Flag Case)	001-502-522-10-49-07	27.53
					Nuts & Bolts (M81 Side Step Repair)	001-509-522-20-48-01	11.16
					Patch Replacements (SRFR)	001-512-522-10-49-06	10.93
					Postage (L&I and Quarterly IRS Taxes)	001-502-522-10-42-00	14.20
					Power Tool Rechargeable Battery (2pk)	001-504-522-20-48-02	57.12
					Propane	001-507-522-50-47-03	26.79
					PSCAA House Demolition Permit - ST8	001-507-522-50-48-00	275.00
					Quality Improvmnt for Fire & Emerg Se	001-510-522-20-31-01	399.95
					Recruit Class 21-02 Supplies	001-506-522-45-31-03	13.22
					Rescue Swimmer Supplies	001-514-522-20-31-09	157.30
					Rope	001-506-522-45-31-03	43.10
					Shop Parts	500-511-522-60-34-01	659.70
					Shop Parts	500-511-522-60-34-01	2.28
					Shop Parts	500-511-522-60-48-01	350.00
					Shop Small Tools & Equipment	500-511-522-60-35-00	67.60
					Shop Supplies	500-511-522-60-31-05	25.37
					Shop Tools & Equipment Repair/Maint	500-511-522-60-48-01	38.07
					Shop Water Dispenser Rental - Shop	500-511-522-60-31-04	38.59
					Socks (Recruits/Academy)	001-506-522-45-31-03	23.42
					Soup Bowls - ST 33 & Logistics	001-507-522-50-35-00	182.56
					Speed Shore Pump Repair (x2) (TR31)	001-504-522-20-48-02	534.80
					Sprout Social Media Mngmnt Platform	001-515-522-30-49-04	1,954.28
					Station Bottled Water - ST 31	001-507-522-50-31-00	303.77
					Station Bottled Water - ST 71	001-507-522-50-31-00	299.60
					Station Bottled Water - ST 82	001-507-522-50-31-00	302.93
					TV Services - ST 33	001-513-522-50-42-01	98.98
					Uniform T-Shirts (Recruit Class 21-02)	001-504-522-20-31-07	68.88
					Uniform T-Shirts (Recruit Class 21-02)	001-504-522-20-31-07	51.66
					Water (Cooling Shelter)	001-502-522-10-49-06	65.36

Docket of Claims Register

APPKT00790 - 08/26/2021 Board Meeting - KP

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
Vendor #	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Distribution Amount
	USBANK-JULY21	District Credit Card Charges - July 2021	Invoice	07/26/2021	Water (Cooling Shelter)	001-502-522-10-49-06	67.55
					White Board - ST 81	001-507-522-50-35-00	62.41
					Window Blinds	001-507-522-50-35-00	149.80
2129	WEX BANK	21-01990					30,977.99
	72542128	Fuel	Invoice	06/30/2021	Fuel	001-504-522-20-32-00	5,644.28
						001-509-522-20-32-00	5,644.29
	73109903	Fuel	Invoice	07/31/2021	Fuel	001-504-522-20-32-00	9,844.71
						001-509-522-20-32-00	9,844.71
Total Claims: 68						Total Payment Amount:	355,078.53



Payroll Summary and Authorization Form for the

8/15/2021

I, the undersigned, do hereby certify that the foregoing payroll is, just, true and correct, that the persons whose names appear thereon actually performed labor as stated on the dates shown, that the amounts are actually due, and that the salary warrants and related benefit warrants shall be issued.

District Name: Snohomish Regional Fire and Rescue

Direct Deposits: \$906,021.26
Paper Checks: \$21,262.17
Taxes: \$258,758.46
Allowed in the sum of: \$1,186,041.89

Reviewed by: Denise Mattern
District Administrative Coordinator

Prepared by: Jessica Ober
Payroll Specialist

Approved by Commissioners:

<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>



BOARD OF FIRE COMMISSIONERS MEETING MINUTES
 SNOHOMISH REGIONAL FIRE AND RESCUE
 Fire District 7 Station 31 Training Room/ Via Blue Jeans
 163 Village Court, Monroe, WA 98272
 August 12, 2021 1730 hours

CALL TO ORDER: Chairman Waugh called the meeting to order at 1730 hours, in attendance were Commissioner Edwards, Commissioner Elmore, Commissioner Fay, Commissioner Schaub, Commissioner Steinruck and Commissioner Woolery. In attendance via video were Commissioner Gagnon and Commissioner Snyder.

PUBLIC COMMENT: None

UNION COMMENT

IAFF: President McConnell expressed gratitude toward the district working through House Bill 1310 and its impact on safety.

Teamsters: None

CHIEFS REPORT: Assistant Chief Silva presented the report as submitted.

CONSENT AGENDA

Approve Vouchers

Benefit Vouchers: 21-01698 to 21-01720; (\$560,028.45)

AP Vouchers: 21-01723 to 21-01912; (\$500,983.39)

Approval of Payroll

July 30, 2021 \$1,164,706.94

Approval of Minutes

Approve Regular Board Meeting Minutes –July 22, 2021

Motion to approve the Consent Agenda as submitted.

Motion by Commissioner Steinruck and 2nd by Commissioner Elmore.

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

CORRESPONDENCE

OLD BUSINESS

Discussion

Action

Capital Facilities Plan: Task 3, 4 and 5

Motion to approve the Capital Facilities Plan; Task 3, 4 and 5 as submitted.

Motion by Commissioner Woolery and 2nd by Commissioner Fay.

On Vote, **Motion carried 9/0**



Capital Facilities Plan: Station 83

Motion to approve the Capital Facilities Plan; Station 83 as submitted.

Motion by Commissioner Fay and 2nd by Commissioner Snyder.

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

NEW BUSINESS

Discussion

PFML Program Administration Transition: Business Administrator Schoof presented the project proposal to move administration of the PFML program to the state program.

Resolution 21-5. Post-Retirement Medical Program Payment: Resolution 2021-5 will increase post-retirement medical stipend for 2019 (increase by 4%) and 2020 (increase by 2%).

Part-Paid Policy: Deputy Chief Lundquist explained the need to update the part-paid policy due to the merger of Districts.

Action

Resolution 2021-6. Accepting Annexation Petition 22020 157 Ave SE.

Motion to approve Resolution 2021-6 accepting annexation petition as submitted.

Motion by Commissioner Woolery and 2nd by Commissioner Edwards.

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

COMMISSIONER COMMITTEE REPORTS

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

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

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

Labor/Management (Waugh/Elmore/Fay): NA

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

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

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

Government Liaisons:

Lake Stevens (Gagnon/Steinruck)

Monroe (Edwards/Snyder/Woolery)

Mill Creek (Elmore/Fay)

Legislative (Elmore/Schaub)

OTHER MEETINGS ATTENDED



Snohomish County 911 (Waugh): NA

Leadership Meeting (Fay/Schaub): NA

Sno-Isle Commissioner Meeting (Fay): NA

GOOD OF THE ORDER: Vice Chairman Elmore along with Commissioner Steinruck commented on National Night Out. They stated it was well attended with a lot of positive feedback in the communities. The crews did a great job.

ATTENDANCE CHECK: All Board Members will be available for the Regular Commissioner Meeting on August 26, 2021 at 1730. The meeting will be held at Station 31 Training Room/BlueJeans.

EXECUTIVE SESSION: At 1748 hours Chairman Waugh called for an executive session pursuant to RCW 42.30.110(1)(i) to discuss pending litigation with legal counsel. Chairman Waugh asked for five (5) minutes. Chairman Waugh reconvened the open public meeting at 1753 hours with no action taken.

ADJOURNMENT: Chairman Waugh adjourned the meeting at 1753 hours.

Snohomish Regional Fire and Rescue

Commissioner Rick Edwards

Vice Chairman Troy Elmore

Commissioner Randy Fay

Commissioner Paul Gagnon

Commissioner Jeff Schaub

Commissioner William Snyder



Commissioner Jim Steinruck

Chairman Roy Waugh

Commissioner Randal Woolery

CORRESPONDENCE

OLD BUSINESS - DISCUSSION

OLD BUSINESS - ACTION



Request for Action by the Board (R.A.B)

The purpose of the RAB is to provide a standardized format for presenting initiatives requiring action by the Board of Fire Commissioners. The RAB serves as a guide and checklist intended to provide the detailed, relevant, information needed to help the Board take action on projects, programs, and other initiatives.

Initiative Name:	Transition of PFML to the Washington State Plan	
Executive member responsible for guiding the initiative: The RAB Champion	Leah Schoof	
Type of Action:	<input type="checkbox"/> Simple Motion	<input checked="" type="checkbox"/> Resolution
Initiative Description:	<p>The Paid Family and Medical Leave (PFML) program provides paid time off when serious health conditions prevent individuals from working, or to care for a family member, bond with a new child or spend time with a family member preparing for military service overseas. During the initial development and analysis phases, the program was reviewed by the District and appeared to be a program that could be managed in-house. Administration of the in-house program would initially expose the District to the financial risk of offering an unfunded program where the District would be responsible for all costs; however, over time the fund was projected to stabilize and reduce potential overall costs to the District. Additionally, management prepared to analyze the program over time to review unexpected residual tasks that could arise from the new program and state requirements.</p> <p>The District has been managing the program through the Administrative division; however the residual tasks and projects associated with managing the project long-term have been reviewed and are no longer sustainable as currently implemented.</p> <p>This project proposal is to move administration of the PFML program to the state program. Administration has completed its initial review of administering the program and has determined that the cost/benefit and residual tasks that have arisen do not offset the initial intent outlined to manage the program in-house.</p> <p>This project request will accomplish the following objectives:</p> <ul style="list-style-type: none"> * Meet the state-mandated requirements associated with the PFML law. * Ensure a broader level of support through the state customer service group for members wanting to use this program. * Reduce financial liability to the District through predictable employer and employee premiums. * Reduce the administrative burden on the District. 	
<ul style="list-style-type: none"> • Brief Description • Goal of Initiative • Initiative Results (deliverables) • Connection to Strategic Plan • Supporting Documentation (attach) <ul style="list-style-type: none"> ○ Scope of work ○ Contract(s) ○ Project proposal(s) ○ Presentation(s) 		

Financial Impact:	Expense: <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease <input type="checkbox"/> N/A Revenue: <input type="checkbox"/> Increase <input type="checkbox"/> Decrease <input type="checkbox"/> N/A Total amount of initiative (attach amount breakdown if applicable): \$ 47,000 annually Initial amount: \$ 47,000 (2021) Long-term annual amounts(s): \$ 47,000 annually Currently Budgeted: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Amount: \$ Budget Amendment Needed: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Amount: \$ 47,000
Risk Assessment:	Risk if approved: Increase to general expense budget Risk if not approved: Administrative challenge to sustain the manual tasks and processes related to administering PFML. Reallocation of duties and reduction of support to ensure state notification and timelines are met. Claims liability exceeds current contributions at a higher rate than if the District were to move to the state plan.
Legal Review:	<input type="checkbox"/> Initiative conforms with District policy/procedure number (attach): <input checked="" type="checkbox"/> Initiatives that require legal review (contracts, other initiatives): <ul style="list-style-type: none"> • Contracts • Has been reviewed and approved by legal • Includes all costs • Includes term • Includes 'do not exceed' language <input type="checkbox"/> N/A
Presented to, and Approved by, Senior Staff <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Commissioner Sub-Committee Approval	Initiative presented to commissioner sub-committee: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Approved by commissioner sub-committee: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No N/A: <input type="checkbox"/>
For Fire Chief Approval:	<input checked="" type="checkbox"/> RAB document complete <input checked="" type="checkbox"/> Supporting documentation attached <input checked="" type="checkbox"/> Information sent to Fire Chief, Senior Staff, and Board Secretary (Mindy Leber) <p style="text-align: center;"><i>Fire Chief will approve and distribute by email to the Board of Commissioners – champion/senior staff will be cc'd on the email distribution</i></p> <p style="text-align: center;"><i>Fire Chief will coordinate with Senior Staff for RAB introduction</i></p>

Champion: Received email sent to Board by Fire Chief		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Board of Fire Commissioners	RAB initiatives go through a “Two-Touch” process	
	<ol style="list-style-type: none">1. Initiatives are introduced at an initial commissioner meeting as a Discussion Item<ul style="list-style-type: none">○ The Executive Staff member assigned to develop the initiative (the RAB Champion) presents initiative to the Board (maximum time for presentation is ten minutes)2. At a second commissioner meeting, initiatives may be assigned as an action item for approval	
Execution:	It is the responsibility of the RAB Champion to execute implementation, processing, and tracking.	

SNOHOMISH REGIONAL FIRE AND RESCUE

RESOLUTION #2021-5

A RESOLUTION TO INCREASE POST RETIREMENT MEDICAL STIPEND

WHEREAS, Snohomish Regional Fire and Rescue Board of Fire Commissioners have determined that the 2020 increase in the District's medical insurance plan for retirees was 5%, and;

WHEREAS, The Board of Fire Commissioners have determined that the 2021 increase in the District's medical insurance plan for retirees was 2.5% and;

WHEREAS, The Board of Fire Commissioners have determined that the retirement medical payments for retirees is limited to no more that the annual Cost of Living increase (COLA) in the firefighters contract, and;

WHEREAS, The annual COLA in the firefighters contract for 2020 is 4%, and;

WHEREAS, The annual COLA in the firefighters contract for 2021 is 2%, and;

WHEREAS, The Board of Fire Commissioners have determined that the District should increase the retirement medical payments made on behalf of eligible retirees by the 4% COLA for 2020 and by the 2% COLA for 2021 consistent with the COLA in the firefighters contract for 2020 and 2021.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The retirement medical payments for eligible retirees shall be increased by 4% over the 2019 amounts that were paid on behalf of those retirees.
2. The retirement medical payments for eligible retirees shall be increased by 2% over the 2020 amounts that were paid on behalf of those retirees.

ADOPTED AT A MEETING OF THE BOARD OF FIRE COMMISSIONERS, SNOHOMISH REGIONAL FIRE AND RESCUE THIS 26 DAY OF August, 2021.

Rick Edwards, Commissioner

Troy Elmore, Commissioner

Randy Fay, Commissioner

Paul Gagnon, Commissioner

Jeff Schaub, Commissioner

William Snyder, Commissioner

Jim Steinruck, Commissioner

Roy Waugh, Commissioner

Randall Woolery, Commissioner

ATTEST:

District Secretary

Part-Time Firefighter Program

329.1 PURPOSE

To provide a cadre of qualified Part-Time Firefighters to supplement and augment the staffing needs of the organization. These members respond to and perform fire suppression activities, emergency medical service work, rescue, hazmat, fire prevention, training, facility maintenance, equipment maintenance duties, public communications and work scheduled duty shifts.

329.2 PERSONS AFFECTED

All Snohomish Regional Fire & Rescue Part-Time Firefighter Personnel.

329.3 REFERENCES

All Snohomish Regional Fire & Rescue Part-Time Firefighters

R.C.W. 41 Public Employment, Civil Service, and Pensions.

R.C.W. 41.24 Volunteer Firefighters' and Reserve Officers' Relief and Pensions.

R.C.W. 41.40 Washington Public Employees' Retirement System.

329.4 DEFINITIONS

Definitions related to this policy include:

Constant Staffing Matrix – An annual number of shift operations personnel on duty per 24-hour shift to meet the operational needs of Snohomish Regional Fire & Rescue.

Part-Time Firefighter – Part-Time members who are assigned to scheduled duty shifts.

329.5 POLICY

It shall be the policy of Snohomish Regional Fire & Rescue to:

Operate a Part-Time Firefighter Program in accordance with established Administrative Policies, Standard Operating Procedures, Operating Guidelines and applicable County, State and Federal laws.

Establish a Part-Time Firefighter Program to meet the staffing and operational needs of Snohomish Regional Fire & Rescue.

329.6 PART-TIME RESPONSIBILITIES

Chief: The Fire Chief or his/her designee shall have complete authority over the Part-Time Firefighter Program and administration of this policy.

Deputy Chief of Operations: The Deputy Chief of Operations shall utilize Part-Time Firefighters as needed and authorized to augment career firefighter staffing in such a manner that meets the needs of the District.

Snohomish Regional Fire & Rescue

Policy Manual

Part-Time Firefighter Program

Lieutenant's: Lieutenants are responsible for direct supervision and ongoing skills assessment of all Part-Time Firefighters assigned to shift's, duty calls, or a special task/activity. Lieutenants are responsible for facilitating and completing each part time shift members' annual performance reviews.

Part-Time Firefighter Program Coordinator: The Part-Time Firefighter Program Coordinator shall manage Part-Time Firefighter Operations as established to meet the needs of the Department.

- Part-Time Firefighter Program Coordinator is responsible for scheduling entry level training and supervision.
- Part-Time Firefighter Program Coordinator is responsible as the point of contact between the part-time firefighters and the Deputy Chief of Operations.

Training Officer: The Training Officer is responsible for the maintenance of all Part-Time Firefighters core firefighting skill training. The Training Officer shall promptly advise the Part-Time Program Coordinator whenever any P/T Firefighters firefighting skills and/or training fail to meet department standards.

Medical Services Officer : The Medical Services Officers are responsible for maintenance of all Part-Time Firefighters core EMS skills training. The Medical Services Officer is responsible for verifying or assisting with applying for all relevant EMS certifications and training platforms.

Battalion Chief: Battalion Chiefs are responsible for oversight of supervision of all Part-Time Firefighters assigned to Shift's, duty calls, or a special task/activity

329.7 PART-TIME FIREFIGHTER MINIMUM QUALIFICATIONS

329.7.1 INITIAL EMPLOYMENT REQUIREMENTS

Part-Time Firefighters must meet the following minimum requirements to be eligible for initial employment:

- At least 18 years of age
- National Registry of Emergency Medical Technicians (NREMT) or Washington State Emergency Medical Technician certified
- IFSAC Firefighter 1 certification or Recruit Academy equivalent.
- Current Candidate Physical Ability Test. (CPAT) card: Date must be within one year of dated application.
- Valid Washington State Driver's License.
- Valid and acceptable Driver's Abstract from Washington State Department of Licensing..
- Successful completion of criminal history check.
- Successful completion of a pre-employment medical/drug screen examination.

Snohomish Regional Fire & Rescue

Policy Manual

Part-Time Firefighter Program

329.7.2 ONGOING EMPLOYMENT REQUIREMENTS

Part-Time Firefighters must meet the following minimum requirements to be eligible for continued employment:

- Valid Washington State Driver's License.
- Valid and acceptable Driver's Abstract from Washington State Department of Licensing.
- All Part-Time Firefighters must adhere to all department policies and procedures.
- Maintain current training requirements as established by the Training Division.

329.7.3 HIRING

The district will hire part-time firefighters on an annual basis to maintain staffing levels in accordance with the current collective bargaining agreement and operational needs of Snohomish Regional Fire & Rescue.

Announcements for part-time openings will be circulated internally and externally by Human Resources and/or the Training Division. Recruitment announcements will be posted for no less than thirty (30) days.

Applicants meeting the minimum qualifications will be invited to interview. Interview format, questions, and results will be managed by Human Resources with input from the Training Division.

Candidates who complete the interview will be ranked according to performance criteria laid out by Human Resources. Conditional employment offers will be extended to the appropriate quantity of candidates in accordance with the current collective bargaining agreement and operational needs.

All offers of employment will be contingent upon certification/training verification, criminal background check, approved drivers abstract, and/or any additional verifications the district deems necessary.

329.7.4 ONBOARDING

An onboarding academy will be hosted for part-time recruits that will consist of operational and administrative training determined to be essential by the Training Division with input from relevant internal stakeholders.

Recruits will receive weekly evaluations from the drill master(s) or relevant supervisor. Evaluations will be documented using the "Weekly Evaluation Summary" form and stored in each recruit's permanent file.

Any recruit receiving "Below Standard" marks will be counseled and provided a performance improvement plan. Recruits will be provided the opportunity to remedy any "Below Standard" skills or traits. A manipulative assessment and/or private counseling will determine whether the recruit has improved their performance to the level of "Meets Standard."

Any recruit who receives two (2) consecutive "Below Standard" evaluations in the same skill or trait will be marked as "Fails Standard" and will be terminated from the part-time onboarding academy.

Snohomish Regional Fire & Rescue

Policy Manual

Part-Time Firefighter Program

329.8 COMPENSATION

Part-Time Firefighters will be enrolled in Washington State Department of Retirement Systems Public Employees Retirement System (PERS) current plan.

Part-Time Firefighters will be enrolled in and covered by workers' compensation through Washington State Labor and Industries

Part-Time Firefighter wages will be subject to all required Federal and State Taxes (Ex. Federal Withholding, Medicare, Paid Family and Medical Leave Premium, workers compensation, etc.).

It will be the responsibility of each Part-Time Firefighter to track their hours and report their hours worked through the organization's scheduling platform (CrewSense). Part-Time Firefighters are authorized to exceed 70 hours but are not to exceed 120 hours per month without prior authorization by the Chief or his/her designee. Part-Time Firefighters must maintain a monthly work hour average above 70 hours to remain eligible for PERS retirement. Part-time firefighter schedule's will be consistent with the 7k schedule similar to full-time firefighters using a seven day, (Sunday to Saturday) 53 hour work week. A part-time firefighter that is scheduled to work more than 53 hours in a work week (Sunday to Saturday) would be compensated at a premium rate of one and one-half times the part-time firefighters regular hourly shift rate.

Pay rate will be at a level set by the Board of Commissioners and not less than minimum wage.

Holiday Pay: The following is a list of legal holidays observed by Snohomish County:

New Year's Day	Labor Day
Martin Luther King's Day	Veteran's Day
President's Day	Thanksgiving Day
Memorial Day	Day after Thanksgiving
Fourth of July	Christmas Day

Part-time firefighters who are assigned to a shift that lands on one of these holidays, will be compensated at a premium rate of one and one-half (1-1/2) times the part-time firefighters regular hourly shift rate.

Annual Leave:

- Annual Leave is not provided to Part-Time Firefighters. Time off will be fulfilled by trading with another qualified Per-Diem Firefighter. This shall be documented by using the staffing program trade board. All Part-Time Firefighters are responsible for the assigned shift until such a time that the posted shift trade has been approved by the appropriate leave management program administrator and has posted to the staffing program.

Sick Leave:

- Part Time firefighters accrue one hour of sick leave for every forty hours worked. In the event that a Part-Time Firefighters is unable to work an assigned shift due to illness,

Snohomish Regional Fire & Rescue

Policy Manual

Part-Time Firefighter Program

the Part-Time Firefighter will need to call the on-duty Battalion Chief prior to 0700 hours of their regularly assigned shift as they become aware of the need.

- Part-Time firefighters may use this accrued paid sick leave for the following reasons (as outlined at RCW 49.46.210(1)(b) and (c):
 - To care for yourself or a family member;
 - When you or a family member is the victim of sexual assault, domestic violence, or stalking; and
 - In the event our business or your child's school or place of care is closed by order of a public official for any health-related reason.
- Accrued, unused paid sick leave balances of 40 hours or less will be carried over to the following year. Accrued, unused paid sick leave over 40 hours will be forfeited.

Administrative Leave:

- Administrative Leave will be considered under special circumstances. Requests for Administrative Leave must be made in writing to the Part-Time Firefighter Program Coordinator.

NEW BUSINESS - DISCUSSION



Request for Action by the Board (R.A.B)

The purpose of the RAB is to provide a standardized format for presenting initiatives requiring action by the Board of Fire Commissioners. The RAB serves as a guide and checklist intended to provide the detailed, relevant, information needed to help the Board take action on projects, programs, and other initiatives.

Initiative Name: COVID-19 Vaccine Mandate for Health Care Providers	
Deputy Chief Ryan Lundquist	
Type of Action:	<input type="checkbox"/> Simple Motion <input checked="" type="checkbox"/> Resolution
Initiative Description: <ul style="list-style-type: none"> • Brief Description • Goal of Initiative • Initiative Results (deliverables) • Connection to Strategic Plan • Supporting Documentation (attach) <ul style="list-style-type: none"> ○ Scope of work ○ Contract(s) ○ Project proposal(s) ○ Presentation(s) • Reason RAB must be approved outside of the annual budget process 	<p>Working in open communication with the union and legal representation, Snohomish Regional Fire & Rescue’s leadership presents this policy and resolution for the Board to review and consider for approval.</p> <p>The purpose of this policy is to implement a mandatory vaccination policy for Snohomish Regional Fire & Rescue’s (SRFR) health care providers in accordance with Proclamation 21-14. This Policy is part of SRFR’s overall strategy and commitment to maintaining a safe and healthy workplace in light of the COVID-19 pandemic. This policy is designed for use together with, and not as a substitute for, other COVID-19 prevention measures.</p> <p>This Policy applies to health care providers, including (1) individuals with credentials listed in the Healthcare Professional Credentialing Requirements list¹ (including EMTs and paramedics); (2) individuals who are permitted by law to provide health care services in a professional capacity without holding a credential; (3) long-term care workers; and (4) workers in any setting that is primarily used for the delivery of in-person health care services to people, including mobile clinics or other vehicles where health care is delivered.</p> <p>Health care providers are not required to get vaccinated against COVID-19 if they are entitled under the Americans with Disabilities Act (ADA), Title VII of the Civil Rights Act of 1964 (Title VII), the Washington Law Against Discrimination (WLAD), or any other applicable law to a disability-related reasonable accommodation or a sincerely held religious belief accommodation to the requirements of this order. Health care providers may request accommodations to this policy. SRFR shall provide reasonable accommodations related to disabilities and/or sincerely held religious beliefs as required by law.</p>

¹ <https://www.doh.wa.gov/LicensesPermitsandCertificates/ProfessionsNewReneworUpdate/HealthcareProfessionalCredentialingRequirements>

	<p>There is a time sensitivity to the nature of this process due to the following necessary actions required to meet the mandate without an accommodation as referenced above:</p> <ul style="list-style-type: none"> • September 6, 2021 (1st dose Moderna) • September 13, 2021 (1st dose Pfizer) • October 4, 2021 (1 shot Johnson & Johnson, 2nd dose Moderna or Pfizer) <p>October 19th at 0800 all health care workers working for SRFr without an approved accommodation from above will be required to be fully vaccinated.</p>
<p>Financial Impact:</p>	<p>Expense: <input type="checkbox"/> Increase <input type="checkbox"/> Decrease <input checked="" type="checkbox"/> N/A Revenue: <input type="checkbox"/> Increase <input type="checkbox"/> Decrease <input checked="" type="checkbox"/> N/A</p> <p>Total amount of initiative (attach amount breakdown if applicable): \$ Initial amount: \$ Long-term annual amounts(s): \$</p> <p>Currently Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No Amount: \$</p> <p>Budget Amendment Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No Amount: \$ • If yes: Fund(s)/line item(s) to be amended:</p>
<p>Risk Assessment:</p>	<p>Risk if approved: Approving an established policy for a mandate by the Washington State Governor's office about mandatory vaccination for all health care workers memorializes the steps that the organization has done to adhere to this mandate as well as help define some disability-related and sincerely held religious beliefs reasonable accommodations required by law.</p> <p>Risk if not approved: Violators of the order can be subject to criminal sanctions of a gross misdemeanor. These sanctions would likely apply to commissioners and the Fire Chief other possible repercussions include the following:</p> <p>L&I Penalties. Effective July 2, 2021, LNI adopted an emergency regulation on business activity pursuant to RCW 34.05.350. WAC 296-800-14035 states, in part, the following:</p> <p>(1) Where a business activity is prohibited by an emergency proclamation an employer shall not allow employees to perform work.</p> <p>(2) Employers must comply with all conditions for operation required by emergency proclamation issued under RCW 43.06.220, including Safe Start phased reopening requirements for all business and any industry specific requirements.</p> <p>As a result, failure to comply with Proclamation 21-14 would be a violation of RCW 49.17.060(1) and WAC 296-800-14035. L&I is authorized to issue fines for violations of its workplace safety standards.</p>

Legal Review:	<input checked="" type="checkbox"/> Initiative conforms with District policy/procedure number (attach): <input checked="" type="checkbox"/> Initiatives that require legal review (contracts, other initiatives): <ul style="list-style-type: none"> • Contracts • Has been reviewed and approved by legal • Includes all costs • Includes term • Includes 'do not exceed' language <input type="checkbox"/> N/A
Presented to, and Approved by, Senior Staff <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Commissioner Sub-Committee Approval	Initiative presented to commissioner sub-committee: <input type="checkbox"/> Yes <input type="checkbox"/> No Approved by commissioner sub-committee: <input type="checkbox"/> Yes <input type="checkbox"/> No N/A: <input type="checkbox"/>
For Fire Chief Approval:	<input type="checkbox"/> RAB document complete <input type="checkbox"/> Supporting documentation attached <input type="checkbox"/> Information sent to Fire Chief, Senior Staff, and Board Secretary (Mindy Leber) <p style="text-align: center;"><i>Fire Chief will approve and distribute by email to the Board of Commissioners – champion/senior staff will be cc'd on the email distribution</i></p> <p style="text-align: center;"><i>Fire Chief will coordinate with Senior Staff for RAB introduction</i></p>
Champion: Confirmed email sent to Board by Fire Chief <input type="checkbox"/> Yes <input type="checkbox"/> No	
Board of Fire Commissioners	RAB initiatives go through the following process: <ol style="list-style-type: none"> 1. Senior Staff approval to move forward to a committee/board 2. Initiatives are introduced to the appropriate committee for review 3. Initiatives are introduced at an initial commissioner meeting as a Discussion Item <ul style="list-style-type: none"> ○ The Executive Staff member assigned to develop the initiative (the RAB Champion) presents initiative to the Board (maximum time for presentation is ten minutes) 4. At a second commissioner meeting, initiatives may be assigned as an action item for approval
Execution:	It is the responsibility of the RAB Champion to execute implementation, processing, and tracking.



SNOHOMISH REGIONAL FIRE AND RESCUE

RESOLUTION NO. 2021-7

A RESOLUTION REQUIRING VACCINATION FOR HEALTH CARE PROVIDERS

WHEREAS, on February 29, 2020, Governor Jay Inslee issued Proclamation 20-05, proclaiming a State of Emergency for all counties throughout Washington State as a result of the coronavirus disease 2019 (COVID-19) outbreak in the United States and confirmed person-to-person spread of COVID-19 in Washington State;

WHEREAS, on August 9, 2021, Governor Jay Inslee issued Proclamation 21-14 requiring state employees and health care and long-term care providers to be fully vaccinated by October 18, 2021, which states, in part, the following:

- After months of improving COVID-19 epidemiological conditions in Washington State, the emergence of highly contagious COVID-19 variants, including the “delta variant” that is at least twice as transmissible as the virus that emerged in late 2019, coupled with the continued significant numbers of unvaccinated people, have caused COVID-19 cases and hospitalizations to rise sharply among unvaccinated populations and have resulted in breakthrough infections in some fully vaccinated individuals;
- COVID-19 vaccines are effective in reducing infection and serious disease, widespread vaccination is the primary means we have as a state to protect everyone, including persons who cannot be vaccinated for medical reasons, youth who are not eligible to receive a vaccine, immunocompromised individuals, and vulnerable persons including persons in health care facilities, long-term care facilities and other congregate care facilities from COVID-19 infections;
- Widespread vaccination is also the primary means we have as a state to protect our health care system, to avoid the return of stringent public health measures, and to put the pandemic behind us;
- COVID-19 vaccinations have been available in Washington State from December 2020 to the present, and since April 15, 2021, all Washingtonians over the age of 16 have been eligible to receive free COVID-19 vaccinations from a wide variety of providers at many locations;
- Healthcare workers face COVID-19 exposures in a variety of healthcare settings, with those involving direct patient care likely at higher risk;
- on July 6, 2021, the Office of Legal Counsel of the United State Department of Justice issued a legal opinion stating that federal and state governments were not



prohibited by federal law from imposing vaccination mandates, even when the only vaccines available are those authorized under U.S. Food and Drug Administration Emergency Use Authorizations; and

- On July 26, 2021, approximately 60 medical groups ... issued a memorandum supporting mandatory, universal vaccination of all public and private health care and long-term care workers, noting that such a requirement is the “fulfillment of the ethical commitment of all health care workers to put patients ... first and take all steps necessary to ensure their health and well-being”;
- It is the duty of every employer to protect the health and safety of employees by establishing and maintaining a healthy and safe work environment and by requiring all employees to comply with health and safety measures; and

WHEREAS, Proclamation 21-14 specifically prohibits any health care provider from failing to be fully vaccinated, and prohibits any entity that operates a health care setting from permitting a health care provider to engage in work unless he or she has been fully vaccinated.

WHEREAS, Snohomish Regional Fire and Rescue (SRFR) is an entity that operates a health care system and is covered by Proclamation 21-14..

WHEREAS, as a result, all of SRFR’s health care providers must be vaccinated by October 18, 2021 as a bona fide occupational qualification for continued employment.

WHEREAS, in order to be fully vaccinated on or before October 18, 2021, individuals must have received the second dose of a two-dose mRNA vaccine (such as Moderna and Pfizer) or a single dose vaccine (such as Johnson & Johnson) on or before October 4, 2021.

WHEREAS, to prove full vaccination, Proclamation 21-14 requires that employees and volunteers provide (1) a CDC vaccination record card or photo of the card, (2) documentation of vaccination from a health care provider or electronic health record, or (3) state immunization information system record.

WHEREAS, in complying with Proclamation 21-14, SRFR must engage in a flexible, interactive process to identify accommodations options for employees who are unable to receive a vaccination due to a disability or sincerely held religious belief. Such an accommodation should (1) eliminate or reduce the risk of exposure so that the unvaccinated individual does not pose a direct threat, and (2) not constitute an undue hardship for the employer. If the employee or volunteer is entitled to a reasonable accommodation due to a disability or sincerely held religious belief and appropriate documentation is provided, he or she is exempt from the mandatory vaccination requirement of Proclamation 21-14.

WHEREAS, all Health Care Providers volunteering for and employed by SRFR will be subject to non-disciplinary dismissal from employment for failing to meet bona fide occupational qualification for continued employment if they have not been fully vaccinated or received a



reasonable accommodation due to a disability or sincerely held religious belief on or before October 18, 2021.

NOW, THEREFORE, BE IT HEREBY RESOLVED, in compliance with Proclamation 21-14, SRFR hereby adopts the Policy on COVID-19 Vaccine Mandate for Health Care Providers enclosed with this resolution. The Policy shall be in effect only to the extent required by Proclamation 21-14, as it may be updated and amended.

PASSED by the Board of Fire Commissioners of Snohomish Regional Fire and Rescue this XX day of August, 2021.

Rick Edwards, Commissioner

Troy Elmore, Commissioner

Randy Fay, Commissioner

Paul Gagnon, Commissioner

Jeff Schaub, Commissioner

William Snyder, Commissioner

Jim Steinruck, Commissioner

Roy Waugh, Commissioner

Randall Woolery, Commissioner

ATTEST:

_____, Secretary

[POLICY: COVID-19 Vaccine Mandate for Health Care Providers]

Policy No. 921 COVID-19 Vaccine Mandate for Health Care Providers

1.0 Purpose

The purpose of this policy is to implement a mandatory vaccination policy for Snohomish Regional Fire and Rescue's (SRFR) health care providers in accordance with Proclamation 21-14. This Policy is part of SRFR's overall strategy and commitment to maintaining a safe and healthy workplace in light of the COVID-19 pandemic. This policy is designed for use together with, and not as a substitute for, other COVID-19 prevention measures.

2.0 Applicability

This Policy applies to health care providers, including (1) individuals with credentials listed in the Healthcare Professional Credentialing Requirements list¹ (including EMTs and paramedics); (2) individuals who are permitted by law to provide health care services in a professional capacity without holding a credential; (3) long-term care workers; and (4) workers in any setting that is primarily used for the delivery of in-person health care services to people, including mobile clinics or other vehicles where health care is delivered.

This policy shall be in effect only to the extent required by Proclamation 21-14, as it may be updated and amended.

3.0 Policy

3.1 Mandate. All health care providers engage in work for SRFR as an employee, contractor, or volunteer shall be fully vaccinated against COVID-19 by on or before October 18, 2021. In order to be fully vaccinated by on or before October 18, 2021, individuals must have received the second dose of a two-dose mRNA vaccine (such as Moderna and Pfizer) or a single dose vaccine (such as Johnson & Johnson) on or before October 4, 2021. Vaccination in accordance with this Policy shall be a bona fide occupational qualification for continued employment.

3.2 Proof of Vaccination. Health care providers shall provide proof of vaccination to SRFR on or before October 18, 2021. The following forms of proof are acceptable:

- (1) a CDC vaccination record card or photo of the card;
- (2) documentation of vaccination from a health care provider or electronic health record; or
- (3) State immunization information system record.

Personal attestation forms are not acceptable. Employees who previously submitted a personal attestation shall, on or before October 18, 2021, provide one of the foregoing proofs of vaccination.

3.3 Stipend. SRFR shall pay employees [who are health care providers](#) receiving the vaccination off duty, under this Policy, two (2) hours of overtime to cover the time travelling to or spent getting the vaccine, the costs of the vaccine not fully covered by insurance (including any unreimbursed vaccine administrator fees), other expenses incurred getting the vaccine (such as parking at vaccination sites), and other incidental costs. If your actual time and expenses exceed

¹ <https://www.doh.wa.gov/LicensesPermitsandCertificates/ProfessionsNewReneworUpdate/HealthcareProfessionalCredentialingRequirements>

the stipend amount, you may request reimbursement of the additional amount by submitting those hours and expenses to Human Resources.

3.4 Reasonable Accommodations. Health care providers are not required to get vaccinated against COVID-19 if they are entitled under the Americans with Disabilities Act (ADA), Title VII of the Civil Rights Act of 1964 (Title VII), the Washington Law Against Discrimination (WLAD), or any other applicable law to a disability-related reasonable accommodation or a sincerely held religious belief accommodation to the requirements of this order. Health care providers may request accommodations to this policy. SRFR shall provide reasonable accommodations related to disabilities and/or sincerely held religious beliefs as required by law.

Disabilities. To the extent permitted by law, before providing a disability-related reasonable accommodation to the requirements of this Policy, the individual requesting the accommodation must submit documentation from an appropriate health care or rehabilitation professional authorized to practice in the State of Washington stating that the individual has a disability that necessitates an accommodation and the probable duration of the need for the accommodation.

Sincerely Held Religious Beliefs. To the extent permitted by law, before providing a sincerely held religious belief accommodation to the requirements of this Policy, the individual requesting the accommodation must submit documentation with a statement regarding the way in which the requirements of this Policy conflict with the religious observance, practice, or belief of the individual.

Included with this Policy are sample Mandatory COVID-19 Vaccination Accommodation Forms. However, the District will accept other forms of requests for accommodation that comply with the minimum requirements of this Policy.

Upon receiving an accommodation request, SRFR shall engage in an interactive dialogue to determine the limitations of your ability to comply with this policy and explore potential reasonable accommodations that could overcome those limitations. SRFR encourages employees to suggest specific reasonable accommodations, but SRFR is not required to make the specific accommodation requested.

SRFR may refuse to grant a reasonable accommodation to the extent it would impose an undue hardship on SRFR or posing a direct threat to you or others in the workplace. For a disability-related accommodation, an undue hardship would be a significant difficulty or expense. For an accommodation related to a sincerely held religious belief, an undue hardship would be more than minimal cost or burden on the employer.

3.5 Failure to Comply. Health care providers that have not been fully vaccinated or received a reasonable accommodation due to a disability or sincerely held religious belief on or before October 18, 2021, will be subject to non-disciplinary dismissal from employment for failing to meet a bona fide occupational qualification for continued employment.

3.6 Pre-Employment Screening. Candidates for employment as a health care provider shall be informed that vaccination is a bona fide occupational qualification for employment. SRFR shall request proof of vaccination from all candidates for employment as a health care provider. After making a conditional job offer, but before employment, SRFR shall ask the prospective employee that have not provided proof of vaccination whether he or she can receive the vaccine. Protective employees who cannot receive the vaccine because of a disability or sincerely held

religious believe should request an accommodation.

3.7 Confidentiality. Documents submitted in accordance with this Policy shall be kept confidential and, if retained, kept in a separate file.

Mandatory COVID-19 Vaccination Accommodation Form

Disability

To request an accommodation related to the COVID-19 vaccination mandate due to a disability, please complete this form and return it to Human Resources.

Name: _____

To be Completed by Appropriate Health Care or Rehabilitation Professional

The Genetic Information Nondiscrimination Act of 2008 (GINA) prohibits employers and other entities covered by GINA Title II from requesting or requiring genetic information of an individual or family member of the individual, except as specifically allowed by this law.

To comply with this law, we are asking that you not provide any genetic information when responding to this request for medical information. "Genetic information," as defined by GINA, includes an individual's family medical history, the results of an individual's or family member's genetic tests, the fact that an individual or an individual's family member sought or received genetic services, and genetic information of a fetus carried by an individual or an individual's family member or an embryo lawfully held by an individual or family member receiving assistive reproductive services.

The Undersigned is a health care or rehabilitation professional authorized to practice in the State of Washington. The above-named individual has a disability that prevents his or her from being fully vaccinated against COVID-19, which necessitates an accommodation to Snohomish Regional Fire and Rescue's mandatory vaccination policy. The probable duration of the need for the accommodation is _____.

Print: _____

Signature: _____ Date: _____

To be Completed by Human Resources Representative

Interactive discussion date(s): _____

Accommodation granted? _____ Yes _____ No

Describe accommodation: _____

If accommodation granted, list required alternative safety precautions required: _____

If accommodation not granted, explain why: _____

Mandatory COVID-19 Vaccination Accommodation Form

Sincerely Held Religious Belief

To request an accommodation related to the COVID-19 vaccination mandate due to a sincerely held religious observance, practice, or belief, please complete this form and return it to Human Resources.

Name: _____

Explain the requested accommodation: _____

Explain below why you are requesting an accommodation, including the way(s) in which the getting a COVID-19 vaccination conflicts with your religious beliefs: _____

Verification and Acknowledgement: I verify that my religious observance, practice, or beliefs that result in this request for an accommodation are sincerely held, and that the information I am submitting in support of my request for an accommodation is complete and accurate to the best of my knowledge. I understand that any intentional misrepresentation contained in this request may result in disciplinary action. I also understand that my request for an accommodation may not be granted if it is not reasonable, if it poses a direct threat to the health and/or safety of others in the workplace and/or to me, or if it creates an undue hardship.

Signature: _____ **Date:** _____

To be Completed by Human Resources Representative

Interactive discussion date(s): _____

Accommodation granted? _____ Yes _____ No

Describe accommodation: _____

If accommodation granted, list required alternative safety precautions required: _____

If accommodation not granted, explain why: _____

NEW BUSINESS - ACTION

COMMUNICATIONS CONSULTING AGREEMENT

This agreement is made by and between Snohomish Regional Fire & Rescue, whose address is 163 Village Court, Monroe, WA 98272 ("Fire District"); and, EASL, Incorporated (dba Liz Loomis Public Affairs), whose address is 1611 Terrace Avenue, Snohomish WA 98290 ("Consultant").

WHEREAS, the Consultant has the requisite expertise and experience to provide consulting services to the Fire District; and

WHEREAS, the Fire District desires to retain the Consultant's services as described herein:

I. Consulting Services and Fees. The Fire District hereby employs the Consultant to provide strategic communication services in accordance with the terms and conditions set forth in this agreement.

II. Terms of Agreement. This agreement will begin on August 16, 2021 and will end on February 16, 2022. Either party may cancel this agreement with fourteen (14) days of notice to the other party in writing, by certified mail or personal delivery. If the Fire District terminates this agreement without cause, it shall pay the Consultant for work completed and expenses incurred to date. All work product results are the property of the Fire District and deliverable at the time of termination subject to payment by the Fire District of all earned fees and costs.

III. Time Devoted by Consultant. It is anticipated Consultant will spend such time as is necessary to complete the projects identified in an approved Scope of Work. Additional work not included in the Scope of Work and authorized by Fire District is considered "other duties as assigned" and will be billed at two hundred and fifty dollars (\$250.00) per hour.

IV. Place Where Services Will Be Rendered. The Consultant will perform all services in accordance with this contract at a location of the Consultant's discretion.

V. Payment to Consultant. The amount of this contract is not to exceed thirty thousand dollars (\$30,000) for services rendered plus reasonable and approved expenses identified in Section VI. Consultant will submit a monthly invoice, and Fire District will pay Consultant within thirty (30) business days of receipt.

VI. Reimbursement of Expenses. The Fire District will pay the Consultant on a monthly basis for reasonable expenses accrued in support of official business. Reasonable expenses are in addition to the amount of this agreement and could include travel costs, data files, printing, mail house handling charges, and postage for mailings.

LIZ LOOMIS PUBLIC AFFAIRS

PAGE 2 of 2 - COMMUNICATIONS CONSULTING AGREEMENT

VII. Independent Contractor. Both the Fire District and the Consultant agree that the Consultant will act as an independent contractor in the performance of duties under this contract. Accordingly, the Consultant shall be responsible for payment of all taxes, including Federal, State and local taxes arising out of the Consultant's activities in accordance with this contract (e.g., Federal income tax; Social Security tax; State or local income, business or occupation taxes; Unemployment Insurance taxes; and any other taxes or business license fees).

VIII. Confidential Information. The Consultant agrees to hold in strict confidence any information received in furtherance of the Consultant's obligations under this contract related to confidential, financial or business affairs of the Fire District and will not reveal the confidential information provided the Consultant to any other persons, firms or organizations.

IX. Conflict of Interest. The Consultant agrees not to engage in any contractual activities with a client that could create an organizational conflict of interest with the Consultant's position under this contract, which might impair the Consultant's ability to render unbiased advice or service. Therefore, the Consultant agrees to seek prior written approval from the Fire District before entering into a contract with another party that could pose a conflict of interest.



ELIZABETH ANNE-STEAD LOOMIS
President, EASL Inc.



KEVIN O'BRIEN
Fire Chief, Snohomish Regional Fire & Rescue

COMMITTEE REPORTS

OTHER MEETINGS ATTENDED

EXECUTIVE SESSION