



**COMMISSIONER
BOARD MEETING**

December 9 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 & RESCUE**

SRFR Station 31 Training Room/ Via Blue Jeans
163 Village Court, Monroe, WA 98272
December 9, 2021 1730 hours

CALL TO ORDER

PUBLIC COMMENT

UNION COMMENT

IAFF
Teamsters

CHIEF’S REPORT

CONSENT AGENDA

Approve Vouchers
AP Vouchers: 21-02813 to 21-02956; (\$327,631.73)
Benefits Vouchers (10/15): 21-02440 to 21-02448; (\$1,032,539.98)
Benefits Vouchers (11/30): 21-02789 to 21-02812; (\$650,651.76)

Approval of Payroll
November 30, 2021 (\$1,283,659.91)

Approval of Minutes
Approve Regular Board Meeting Minutes - November 23, 2021.
Approve Special Board Meeting Minutes –December 6, 2021.

CORRESPONDENCE

Thank you Letter

OLD BUSINESS

Discussion
Commissioner Retreat
Mill Creek Fire and EMS agreement

Action

Strategic Plan
Station 81 and Logistics flooring replacement quotes
Capital Facilities Priorities
Wellness Incentive Adjustment
Labor Negotiations –CBA for Represented Chief Officers
Void and Correct Resolution Numbers to Surplus Vehicles and Equipment
Board Secretary Appointment



NEW BUSINESS

Discussion

Retiree Contracts
Post-Retirement contribution Increase
Board Chair and Vice Chair Appointments
Promotions: Executive Contracts

Action

Commissioners: Oath of Action

COMMISSIONER COMMITTEE REPORTS

Joint Fire Board with Mill Creek (**Fay**/Elmore/Waugh)
 Finance Committee (**Elmore**/Snyder/Waugh/ Woolery)
 Policy Committee (**Woolery**/ Elmore/Edwards/Schaub)
 Contracts Committee (**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	11/23/21	12/15/21
Contracts	Waugh	12/6/21	TBD
Capital Facilities	Snyder	11/1/21	TBD
Sno Cnty 911	Waugh	11/18/21	12/16/21
Leadership	Schaub	12/1/21	TBD
Sno-Isle Commr.	Fay	12/2/21	1/6/22

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 December 21, 2021 at 1730 - Station 31 Training Room/BlueJeans.

EXECUTIVE SESSION

RCW 42.30.110(1)(i): to discuss pending litigation.
RCW 42.30.110(1)(g): to review performance of a public employee.

ADJOURNMENT

FIRE CHIEF REPORT

CONSENT AGENDA



Snohomish Regional Fire & Rescue, WA

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Docket of Claims Register

APPKT00870 - 12/09/2021 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
0005	AAA OF EVERETT FIRE EXTINGUISHER MAINTENANCE/REPAIR	21-02813	162535 Fire Extinguisher Maintenance/Repair	Invoice	12/02/2021	Fire Extinguisher Maintenance/Repair	001-504-522-20-48-02	434.38	434.38
1877	ADVANCE AUTO PARTS	21-02814	6277-820658 Shop Parts	Invoice	11/30/2021	Shop Parts	500-511-522-60-34-01	82.99	82.99
0025	ALDERWOOD WATER DISTRICT	21-02815	ST73FM-SEPNOV21 Water (Fire Meter) - ST 73	Invoice	11/16/2021	Water (Fire Meter) - ST 73	001-507-522-50-47-02	15.50	15.50
0025	ALDERWOOD WATER DISTRICT	21-02816	ST73-SEPNOV21 Water - ST 73	Invoice	11/16/2021	Water - ST 73	001-507-522-50-47-02	89.80	89.80
0030	ALLEGIS CORPORATION	21-02817	INV138035 Shop Parts	Invoice	09/14/2021	Shop Parts	500-511-522-60-34-01	49.88	49.88
1503	ALLSTREAM BUSINESS US, INC	21-02818	17889229 Phone/Fax/Alarm Services - ST 31	Invoice	12/01/2021	Phone/Fax/Alarm Services - ST 31	001-513-522-50-42-01	223.11	223.11
1503	ALLSTREAM BUSINESS US, INC	21-02819	17896866 Phone/Fax/Alarm Services - ST 32	Invoice	12/03/2021	Phone/Fax/Alarm Services - ST 32	001-513-522-50-42-01	114.03	114.03
1503	ALLSTREAM BUSINESS US, INC	21-02820	17891299 Phone/Fax/Alarm Services - ST 71, 74,	Invoice	12/01/2021	Phone/Fax/Alarm Services - ST 71, 74,	001-513-522-50-42-01	322.59	322.59
2106	AMAZON CAPITAL SERVICES, INC	21-02821	161X-L9Y3-VV4X Digital Multi-Meter Reader (Voltage/O	Invoice	12/03/2021	Digital Multi-Meter Reader (Voltage/O	001-507-522-50-35-00	75.43	75.43
			16W9-KF39-HHY1 Magnetic Dry Erase Whiteboard (2x3')	Invoice	11/22/2021	Magnetic Dry Erase Whiteboard (2x3')	001-507-522-50-35-00	37.19	37.19
			19K6-4HPD-KVRY Deodorizing Boot Dryer (Bunker Gear)	Invoice	12/05/2021	Deodorizing Boot Dryer (Bunker Gear)	001-504-522-20-31-10	1,025.16	1,025.16
			1CHM-XH7D-9T7W Dustpan, Counter Duster Brush	Invoice	11/20/2021	Dustpan, Counter Duster Brush	001-507-522-50-35-00	24.15	24.15
			1FHQ-MM19-V7FM Magnetic Chuck Key (Drill Press)	Invoice	11/18/2021	Magnetic Chuck Key (Drill Press)	001-507-522-50-35-00	18.66	18.66
			1L7L-6CR4-V1HX Shop Parts	Invoice	11/24/2021	Shop Parts	500-511-522-60-34-01	149.93	149.93
			1MDP-R4W4-3W6J Commercial Air Blower (Bunker Gear)	Invoice	12/02/2021	Commercial Air Blower (Bunker Gear)	001-504-522-20-31-10	171.39	171.39
			1QRR-CFXC-9XD6 Cables,Rack Mount Kits (Cisco LAN Net	Invoice	12/01/2021	Cables,Rack Mount Kits (Cisco LAN Net	001-513-522-10-35-00	279.50	279.50
			1RYL-JPNL-NYPQ Leatherman Multi-Tool Pocket Knife	Invoice	11/29/2021	Leatherman Multi-Tool Pocket Knife	001-507-522-50-35-00	70.02	70.02
			1WCH-LNJF-RK6X Cast Iron Pan Chainmail Scrubber	Invoice	11/21/2021	Cast Iron Pan Chainmail Scrubber	001-507-522-50-31-00	15.46	15.46
			1WKC-HYQK-F1XL USB Hub (4-Port) (x4), USB C to HDMI	Invoice	12/01/2021	USB Hub (4-Port) (x4), USB C to HDMI	001-513-522-10-35-00	184.32	184.32
			1XHX-LK7M-K4YQ Network Management Card (APC AP96	Invoice	12/01/2021	Network Management Card (APC AP96	001-513-522-10-35-00	167.79	167.79
			1YPK-3RQG-XKRM Lubricant Spray	Invoice	12/03/2021	Lubricant Spray	001-507-522-50-31-00	17.24	17.24
0036	ANDGAR MECHANICAL LLC	21-02822	I058821-1 HVAV Srvc Call/Repair (Shorted Cntrl W	Invoice	11/23/2021	HVAV Srvc Call/Repair (Shorted Cntrl W	001-507-522-50-48-00	589.63	348.08
			I058940-1 HVAC Service Call (Topped off R410a) -	Invoice	11/29/2021	HVAC Service Call (Topped off R410a) -	001-507-522-50-48-00	241.55	241.55

Docket of Claims Register

APPKT00870 - 12/09/2021 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
0040	ARAMARK UNIFORM SERVICES	21-02823					196.47
	656000146955	Shop Supplies/Uniform Rental/Laundry	Invoice	11/25/2021	Shop Supplies/Uniform Rental/Laundry	500-511-522-60-41-04	83.59
	656000146957	Shop Towels, Floor Mat & Mop Supply	Invoice	11/25/2021	Shop Towels, Floor Mat & Mop Supply	001-507-522-50-41-00	31.90
	656000151223	Shop Supplies/Uniform Rental/Laundry	Invoice	12/02/2021	Shop Supplies/Uniform Rental/Laundry	500-511-522-60-41-04	80.98
1523	AT&T MOBILITY LLC	21-02824					46.71
	287289300744X11162021	Test Modem Data Plan	Invoice	11/08/2021	Test Modem Data Plan	001-513-522-10-42-00	46.71
1524	BADGLEY'S LANDSCAPE LLC	21-02825					8,734.87
	89369	Landscaping Maintenance - ST 33, 71,	Invoice	12/01/2021	Landscaping Maintenance - ST 33, 71,	001-507-522-50-41-00	3,590.64
	89370	Landscaping Maintenance - ST 77	Invoice	12/01/2021	Landscaping Maintenance - ST 77	001-507-522-50-41-00	456.78
	89371	Landscaping Maintenance - ST 76	Invoice	12/01/2021	Landscaping Maintenance - ST 76	001-507-522-50-41-00	782.70
	89372	Landscaping Maintenance - Admin Bld	Invoice	12/01/2021	Landscaping Maintenance - Admin Bld	001-507-522-50-41-00	2,267.52
						300-507-522-50-48-00	658.07
	89373	Landscaping Maintenance - ST 72	Invoice	12/01/2021	Landscaping Maintenance - ST 72	001-507-522-50-41-00	979.16
0058	BICKFORD MOTORS INC.	21-02826					2,460.31
	1209511	Shop Parts	Invoice	11/18/2021	Shop Parts	500-511-522-60-34-01	230.08
	1209721	Shop Parts	Invoice	11/22/2021	Shop Parts	500-511-522-60-34-01	2,085.98
	1209926	Shop Parts	Invoice	11/29/2021	Shop Parts	500-511-522-60-34-01	144.25
2152	BK INDUSTRIES & SOLUTIONS INC	21-02827					2,879.08
	1111	Janitorial Monthly Services - Admin Su	Invoice	12/01/2021	Janitorial Monthly Services - ST 31, Ad	001-507-522-50-41-00	892.51
						300-507-522-50-41-00	1,986.57
0065	BOUND TREE MEDICAL, LLC	21-02828					3,336.69
	84265684	Medications	Invoice	10/27/2021	Medications	001-509-522-30-31-01	172.61
	84265686	Medications & Medical Sm.Tools/Mino	Invoice	10/27/2021	Medical Small Tools/Minor Equip.	001-509-522-20-35-00	222.34
						001-509-522-30-31-01	594.52
	84265689	Medications & Medical Supplies	Invoice	10/27/2021	Medical Supplies	001-509-522-30-31-02	322.39
						001-509-522-30-31-01	273.99
	84265691	Medications	Invoice	10/27/2021	Medications	001-509-522-30-31-01	415.50
	84269481	Medications & Medical Supplies	Invoice	10/29/2021	Medical Supplies	001-509-522-30-31-02	382.45
						001-509-522-30-31-01	28.68
	84275014	Medications & Medical Supplies	Invoice	11/03/2021	Medical Supplies	001-509-522-30-31-02	328.72
						001-509-522-30-31-01	116.14
	84280041	Medications	Invoice	11/08/2021	Medications	001-509-522-30-31-01	273.99
	84286359	Medical Supplies	Invoice	11/11/2021	Medical Supplies	001-509-522-30-31-02	205.36
0068	BRAD TALLEY	21-02829					4,000.00
	NOV2021	EMS Contract - Medical Supervising Ph	Invoice	12/01/2021	EMS Contract - Medical Supervising Ph	001-509-522-20-41-02	4,000.00
1816	BRIAN KEES	21-02830					1,836.44
	INV07026	Tuition Reimbursement - EMM 450	Invoice	11/18/2021	Tuition Reimbursement - EMM 450	001-506-522-45-49-10	1,836.44

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Vendor #	Payable Number	Payable Description					Distribution Amount
0096	CENTRAL WELDING SUPPLY	21-02831					1,321.89
	RN11212187	Oxygen Cylinder Rental (Inventory)	Invoice	11/30/2021	Oxygen Cylinder Rental (Inventory)	001-509-522-20-45-00	233.97
	RN11212188	Oxygen Cylinder Rental (Inventory)	Invoice	11/30/2021	Oxygen Cylinder Rental (Inventory)	001-509-522-20-45-00	173.70
	RN11212189	Oxygen Cylinder Rental (Inventory)	Invoice	11/30/2021	Oxygen Cylinder Rental (Inventory)	001-509-522-20-45-00	166.98
	RN11214335	Oxygen Cylinder Rental (Inventory)	Invoice	11/30/2021	Oxygen Cylinder Rental (Inventory)	001-509-522-20-45-00	410.58
	SP 878248	Oxygen Cylinder Exchange/Re-Fill (x6)	Invoice	12/02/2021	Oxygen Cylinder Exchange/Re-Fill (x6)	001-509-522-20-45-00	75.60
	WV 199291	Oxygen Cylinder Exchange/Re-Fill (x6)	Invoice	11/24/2021	Oxygen Cylinder Exchange/Re-Fill (x6)	001-509-522-20-45-00	261.06
0531	CHRISTENSEN, INC	21-02832					707.49
	0247225-IN	Diesel Exhaust Fluid (DEF) - ST 72	Invoice	11/11/2021	Diesel Exhaust Fluid (DEF) - ST 72	001-513-522-20-48-01	458.31
	0252266-IN	Diesel Exhaust Fluid (DEF) - ST 31	Invoice	12/01/2021	Diesel Exhaust Fluid (DEF) - ST 31	001-513-522-20-48-01	249.18
0110	CITY OF MONROE	21-02833					136.50
	ST32-NOV21	Water & Stormwater - ST 32	Invoice	12/02/2021	Water & Stormwater - ST 32	001-507-522-50-47-02	136.50
0110	CITY OF MONROE	21-02834					594.07
	ST31-NOV21	Water, Stormwater & Sewer - ST 31	Invoice	12/02/2021	Water, Stormwater & Sewer - ST 31	001-507-522-50-47-02	594.07
0110	CITY OF MONROE	21-02835					34.12
	ST31IRR-NOV21	Water (Irrigation Meter) - ST 31	Invoice	12/02/2021	Water (Irrigation Meter) - ST 31	001-507-522-50-47-02	34.12
0110	CITY OF MONROE	21-02836					438.75
	ADMIN-NOV21	Water, Stormwater & Sewer - Admin B	Invoice	12/02/2021	Water, Stormwater & Sewer - Admin B	001-507-522-50-47-02 300-507-522-50-47-00	65.81 372.94
1891	CITY OF SNOHOMISH	21-02837					145.74
	ST83-SEPNOV21	Water - ST 83	Invoice	11/30/2021	Water - ST 83	001-507-522-50-47-02	145.74
0121	COGDILL NICHOLS REIN WARTELI	21-02838					2,009.60
	26100.36M9	Attorney Services (Pereira)	Invoice	11/30/2021	Attorney Services (Pereira)	001-512-522-10-41-03	1,526.00
	26100.38M4	Labor Union Attorney Services	Invoice	11/30/2021	Labor Union Attorney Services	001-512-522-10-41-00	483.60
0126	COMCAST	21-02839					150.05
	ST73-DEC21/JAN22	Internet Services - ST 73	Invoice	12/04/2021	Internet Services - ST 73	001-513-522-50-42-01	150.05
0126	COMCAST	21-02840					150.05
	ST72-DEC21/JAN22	Internet Services - ST 72	Invoice	11/27/2021	Internet Services - ST 72	001-513-522-50-42-01	150.05
0126	COMCAST	21-02841					150.27
	ST77-DEC21/JAN22	Internet Services - ST 77	Invoice	11/26/2021	Internet Services - ST 77	001-513-522-50-42-01	150.27
0126	COMCAST	21-02842					150.07
	ST32-DEC21/JAN22	Internet Services - ST 32	Invoice	11/25/2021	Internet Services - ST 32	001-513-522-50-42-01	150.07
0126	COMCAST	21-02843					155.07
	ST31-DEC21/JAN22	Internet Services - ST 31	Invoice	11/27/2021	Internet Services - ST 31	001-513-522-50-42-01	155.07
0126	COMCAST	21-02844					150.29
	ST76-DEC21/JAN22	Internet Services - ST 76	Invoice	11/27/2021	Internet Services - ST 76	001-513-522-50-42-01	150.29

Docket of Claims Register

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0127	COMDATA INC. 20358476	21-02845 Fuel	Invoice	12/01/2021	Fuel - EMS	001-509-522-20-32-00	4,500.32
					Fuel - Shop	500-511-522-60-32-00	2,168.89
					Fuel - Suppression	001-504-522-20-32-00	162.55
							2,168.88
2111	COMMLINQ TECHNOLOGIES 6674	21-02846 Allworx Interact Softphone License (x3	Invoice	11/24/2021	Allworx Interact Softphone License (x3	001-513-522-10-49-04	541.04
2140	COMPLETE THREAT PREPAREDNE 0229	21-02847 CovClear Rapid Test Kit (COVID-19) (x7,	Invoice	11/16/2021	CovClear Rapid Test Kit (COVID-19) (x7,	001-507-522-50-31-00	39,587.53
1882	CONCENTRA MEDICAL CENTERS 73314568	21-02848 Annual Employee Physicals	Invoice	11/10/2021	Annual Employee Physicals	001-510-522-20-41-06	1,390.00
	73533967	Annual Employee Physicals	Invoice	11/24/2021	Annual Employee Physicals	001-510-522-20-41-06	62.00
							1,328.00
0138	CRESSY DOOR COMPANY, INC 166590	21-02849 Bay Door Service Call/Repair (New Hin	Invoice	12/02/2021	Bay Door Service Call/Repair (New Hin	001-507-522-50-48-00	734.03
	166591	Bay Door Srvc Call/Repair (Wiring&Ref	Invoice	12/02/2021	Bay Door Srvc Call/Repair (Wiring&Ref	001-507-522-50-48-00	339.73
1584	CROWN FIRE PROTECTION 19285	21-02850 New Water Fountain Install (Old Sink R	Invoice	12/03/2021	New Water Fountain Install (Old Sink R	001-507-522-50-48-00	394.30
							1,007.93
1600	DIRECTV, LLC 050747001X211202	21-02851 TV Services - ST 33	Invoice	12/02/2021	TV Services - ST 33	001-513-522-50-42-01	105.23
0164	DRUG FREE BUSINESS 423831	21-02852 Random Drug Test (Addtnl Chrg for Pre	Invoice	11/30/2021	Random Drug Test (Addtnl Chrg for Pre	500-511-522-60-41-06	20.00
1875	ELECTRONIC BUSINESS MACHINE AR206181	21-02853 Copier Machine Usage - Admin POD	Invoice	11/19/2021	Copier Machine Usage - Admin POD	001-502-522-10-31-00	20.00
0178	EMERALD SERVICES, INC 87613208	21-02854 Hazardous Materials Disposal (Shop)	Invoice	11/10/2021	Hazardous Materials Disposal (Shop)	500-511-522-60-41-03	79.38
0183	EMPLOYMENT SECURITY DEPART PFML PYMNT CORRCTN	21-02855 Paid Family Medical Leave (PFML) Accr	Invoice	12/01/2021	Paid Family Medical Leave (PFML) Accr	004-512-597-00-00-00	45.50
1938	EVERETT BAYSIDE MARINE, INC. 1-131145	21-02856 Shop Parts	Invoice	11/23/2021	Shop Parts	500-511-522-60-34-01	1,352.06
1642	EVERGREEN POWER SYSTEMS, IN 31994	21-02857 Electrical Srvc Call/Repr (Circuit Breake	Invoice	11/20/2021	Electrical Srvc Call/Repr (Circuit Breake	001-507-522-50-48-00	92.92
	32020	Automatic Transfer Switch (ATS) Repair	Invoice	11/24/2021	Automatic Transfer Switch (ATS) Repair	001-507-522-50-48-00	1,466.05
	32092	Servc Call/Eval. (Gas Solenoid Power Is	Invoice	11/30/2021	Servc Call/Eval. (Gas Solenoid Power Is	001-507-522-50-48-00	386.95
							539.55
0212	FIRSTWATCH FW108586	21-02858 FirstPass & FOAM Modules Monthly St	Invoice	12/02/2021	FirstPass & FOAM Modules Monthly St	001-509-522-20-49-02	635.00
0222	FREIGHTLINER NORTHWEST PC304001687;01	21-02859 Shop Parts	Invoice	11/15/2021	Shop Parts	500-511-522-60-34-01	635.00
	PC304001756;01	Shop Parts	Invoice	11/17/2021	Shop Parts	500-511-522-60-34-01	134.22
							67.11
							67.11

Docket of Claims Register

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0226	GALLS, LLC - DBA BLUMENTHAL U	21-02860					3,224.79
	019684731	Class A Alterations (LT Promotion)	Invoice	11/04/2021	Class A Alterations (LT Promotion)	001-504-522-20-31-07	45.77
	019739514	Leather Belt	Invoice	11/11/2021	Leather Belt	001-504-522-20-31-07	21.86
	019739515	Leather Belt	Invoice	11/11/2021	Leather Belt	001-504-522-20-31-07	25.01
	019749390	Industrial Pants (x2)	Invoice	11/12/2021	Industrial Pants (x2)	001-504-522-20-31-07	268.36
	019758418	Name Plate	Invoice	11/12/2021	Name Plate	001-504-522-20-31-07	21.22
	019773261	Velcro Necktie w/ Buttnholes,Belt,Clas	Invoice	11/16/2021	Velcro Necktie w/ Buttnholes,Belt,Clas	001-504-522-20-31-07	99.79
	019773338	Industrial Pants (x2)	Invoice	11/16/2021	Industrial Pants (x2)	001-504-522-20-31-07	284.57
	019784722	Industrial Pants (x3)	Invoice	11/17/2021	Industrial Pants (x3)	001-504-522-20-31-07	433.57
	019784775	L/S Tropical Weave Uniform Shirt	Invoice	11/17/2021	L/S Tropical Weave Uniform Shirt	001-504-522-20-31-07	92.87
	019793771	Duty Boots	Invoice	11/18/2021	Duty Boots	001-504-522-20-31-07	221.46
	019793845	Leather Belt	Invoice	11/18/2021	Leather Belt	001-504-522-20-31-07	28.40
	019803726	Diamond Quilted Jacket	Invoice	11/19/2021	Diamond Quilted Jacket	001-504-522-20-31-07	76.66
	019803743	Diamond Quilted Jacket	Invoice	11/19/2021	Diamond Quilted Jacket	001-504-522-20-31-07	81.51
	019825130	Uniform Metal Badge (SRFR) (x2)	Invoice	11/22/2021	Uniform Metal Badge (SRFR) (x2)	001-512-522-10-49-06	203.02
	019825131	Uniform Metal Badge (SRFR)	Invoice	11/22/2021	Uniform Metal Badge (SRFR)	001-512-522-10-49-06	104.78
	019826400	Name Plate	Invoice	11/23/2021	Name Plate	001-504-522-20-31-07	19.81
	019826406	Quarter Boots	Invoice	11/23/2021	Quarter Boots	001-504-522-20-31-07	186.87
	019826423	Dress/Uniform Shoes (High Gloss Oxfo	Invoice	11/23/2021	Dress/Uniform Shoes (High Gloss Oxfo	001-504-522-20-31-07	76.99
	019826497	Industrial Pants (x2)	Invoice	11/23/2021	Industrial Pants (x2)	001-504-522-20-31-07	285.22
	019838371	1/4 Zip Turtleneck Sweatshirt	Invoice	11/24/2021	1/4 Zip Turtleneck Sweatshirt	001-504-522-20-31-07	93.68
	019838384	Quarter Boots	Invoice	11/24/2021	Quarter Boots	001-504-522-20-31-07	175.72
	019838386	Quarter Boots	Invoice	11/24/2021	Quarter Boots	001-504-522-20-31-07	177.67
	019838435	1/2 Zip Turtleneck Sweatshirt	Invoice	11/24/2021	1/2 Zip Turtleneck Sweatshirt	001-504-522-20-31-07	94.02
	019838478	1/2 Zip Turtleneck Sweatshirt	Invoice	11/24/2021	1/2 Zip Turtleneck Sweatshirt	001-504-522-20-31-07	105.96
0238	GRAINGER	21-02861					525.23
	9128972826	Station Operating Supplies	Invoice	11/22/2021	Station Operating Supplies	001-507-522-50-31-00	79.06
	9128972842	Station Operating Supplies	Invoice	11/22/2021	Station Operating Supplies	001-507-522-50-31-00	228.06
	9134067546	Station Operating Supplies	Invoice	11/29/2021	Station Operating Supplies	001-507-522-50-31-00	218.11
1979	GROUNDWORKS	21-02862					2,464.26
	9651-2111	Landscaping Maintenance - ST 81	Invoice	11/30/2021	Landscaping Maintenance - ST 81	001-507-522-50-41-00	690.46
	9652-2111	Landscaping Maintenance - ST 82	Invoice	11/30/2021	Landscaping Maintenance - ST 82	001-507-522-50-41-00	859.99
	9653-2111	Landscaping Maintenance - ST 83	Invoice	11/30/2021	Landscaping Maintenance - ST 83	001-507-522-50-41-00	913.81
0257	HIGHWAY AUTO SUPPLY	21-02863					539.23
	1-635101	Shop Parts	Invoice	11/23/2021	Shop Parts	500-511-522-60-34-01	114.87
	1-635393	Shop Parts	Invoice	11/29/2021	Shop Parts	500-511-522-60-34-01	392.15
	1-635609	Shop Tools & Equipment Repair/Maint	Invoice	12/01/2021	Shop Tools & Equipment Repair/Maint	500-511-522-60-48-01	32.21
0260	HUGHES FIRE EQUIPMENT	21-02864					523.86
	570617	Shop Parts	Invoice	11/17/2021	Shop Parts	500-511-522-60-34-01	461.50
	570829	Shop Parts	Invoice	11/23/2021	Shop Parts	500-511-522-60-34-01	208.49
	C12844	Shop Parts	Credit Memo	11/19/2021	Shop Parts	500-511-522-60-34-01	-146.13

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Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
1878	IMS ALLIANCE	21-02865					44.20
	21-3050	Passport/Locker/Name Tags	Invoice	11/22/2021	Passport/Locker/Name Tags	001-504-522-20-31-01	44.20
1872	INTERSTATE ALL BATTERY CENTE	21-02866					175.18
	999698515	Shop Parts	Invoice	11/17/2021	Shop Parts	500-511-522-60-34-01	175.18
0277	ISOUTSOURCE	21-02867					13,643.70
	CW260114	IT Services	Invoice	11/30/2021	IT Services	001-513-522-10-41-04	13,643.70
1837	JACK SHARPE	21-02868					750.00
	INV07027	Shop Tool Allowance Reimbursement	Invoice	11/30/2021	Shop Tool Allowance Reimbursement	500-511-522-60-35-01	750.00
0596	JOHN THOMAS	21-02869					149.00
	INV07028	CDL/DOT Physical Exam Reimbursemer	Invoice	12/06/2021	CDL/DOT Physical Exam Reimbursemer	500-511-522-60-41-10	149.00
1832	JOSEPH MULLIGAN	21-02870					25.00
	INV07029	Per Diem Reimb.- Adv. Trench Rescue (Invoice	10/27/2021	Per Diem Reimb.- Adv. Trench Rescue (001-506-522-45-43-00	25.00
1910	JUDD & BLACK ELECTRIC INC	21-02871					1,312.69
	8729615-1	Dishwasher - ST 33	Invoice	11/23/2021	Dishwasher - ST 33	001-507-522-50-35-00	1,312.69
1752	KAITLIN KING	21-02872					51.00
	INV07030	Per Diem Reimb. - FLSE1 Class (Paymer	Invoice	11/09/2021	Per Diem Reimb. - FLSE1 Class (Paymer	001-515-522-30-43-00	51.00
1631	KAMAN FLUID POWER LLC	21-02873					55.89
	K55682-001	Shop Parts	Invoice	11/12/2021	Shop Parts	500-511-522-60-34-01	55.89
0313	KENT D. BRUCE CO., LLC	21-02874					640.08
	9619	Shop Parts	Credit Memo	11/18/2021	Shop Parts	500-511-522-60-34-01	-32.79
	9644	Shop Parts	Invoice	11/23/2021	Shop Parts	500-511-522-60-34-01	35.15
	9649	Shop Parts	Invoice	11/24/2021	Shop Parts	500-511-522-60-34-01	637.72
0328	KOOL CHANGE PRINTING INC.	21-02875					36.25
	47232	SRFR Business Cards	Invoice	09/02/2021	SRFR Business Cards	001-512-522-10-49-06	36.25
0349	L.N. CURTIS & SONS	21-02876					2,282.80
	INV542275	Handle Kit - Hurst eDraulic (Jaws of Life	Invoice	11/10/2021	Handle Kit - Hurst eDraulic (Jaws of Life	001-504-522-20-48-02	285.71
	INV546313	Structural Bunker Boots (x4)	Invoice	11/19/2021	Structural Bunker Boots (x4)	303-504-522-20-35-04	1,997.09
1954	LAKE STEVENS ATHLETIC CLUB	21-02877					107.91
	48213	Monthly Gym Membership (December	Invoice	11/30/2021	Monthly Gym Membership (December	001-510-522-20-49-00	107.91
1879	LAKE STEVENS SEWER DISTRICT	21-02878					172.00
	ST82-DEC21	Sewer - ST 82	Invoice	12/01/2021	Sewer - ST 82	001-507-522-50-47-02	172.00
1879	LAKE STEVENS SEWER DISTRICT	21-02879					86.00
	ST81-DEC21	Sewer - ST 81	Invoice	12/01/2021	Sewer - ST 81	001-507-522-50-47-02	86.00
1916	LINDE GAS & EQUIPMENT INC.	21-02880					51.79
	67324904	Shop Supplies	Invoice	11/22/2021	Shop Supplies	500-511-522-60-31-05	51.79
0348	LIZ LOOMIS PUBLIC AFFAIRS	21-02881					5,002.18
	SRF-1221	Public Affairs Support/Marketing (Nov	Invoice	12/01/2021	Public Affairs Support/Marketing (Nov	001-502-522-10-41-01	5,002.18

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Vendor #	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Distribution Amount
0352	LOWE'S	21-02882					242.29
	901155	Drywall Panels/Sheets - ST 72	Invoice	10/12/2021	Drywall Panels/Sheets - ST 72	001-507-522-50-48-00	27.59
	909631	Paintable Latex Caulk (White) (x3)	Invoice	10/20/2021	Paintable Latex Caulk (White) (x3)	001-507-522-50-48-00	14.56
	910427	Sheet Metal Screws & Tool Bag	Invoice	10/26/2021	Sheet Metal Screws	001-507-522-50-48-00	18.24
					Tool Bag	001-507-522-50-35-00	5.17
	922165	CFL Light Bulb (x6) - ST 77	Invoice	10/18/2021	CFL Light Bulb (x6) - ST 77	001-507-522-50-31-00	37.25
	922857	Water Line Install (Outlet&Covr,Spplly I	Invoice	10/13/2021	Water Line Install (Outlet&Covr,Spplly I	001-507-522-50-48-00	70.47
	922886	Screws,Cable Staples&Clamps,Wire Cn	Invoice	10/13/2021	Screws,Cable Staples&Clamps,Wire Cn	001-507-522-50-48-00	52.43
	922913	Plastic Access Panel, Wall Base Floorin	Invoice	10/14/2021	Plastic Access Panel, Wall Base Floorin	001-507-522-50-48-00	16.58
0082	MIKE CAMERER	21-02883					210.00
	INV07031	EVT Test Reimbursements (RE0,RE1,RE	Invoice	11/17/2021	EVT Test Reimbursements (RE0,RE1,RE	500-511-522-45-49-01	210.00
0379	MOBILE HEALTH RESOURCES	21-02884					1,424.60
	21213	Monthly EMS Patient Experience Surve	Invoice	11/30/2021	Monthly EMS Patient Experience Surve	001-509-522-20-49-02	1,424.60
0382	MOTOR TRUCKS, INC.	21-02885					159.90
	1103P2651	Shop Parts	Invoice	11/17/2021	Shop Parts	500-511-522-60-34-01	159.90
0387	MUNICIPAL EMERGENCY SERVICE	21-02886					1,346.04
	IN1572880	SEEK Thermal Imaging Camera Repair (Invoice	04/26/2021	SEEK Thermal Imaging Camera Repair (001-504-522-20-48-02	464.62
	IN1606554	SCBA Cylinder Handwheel (x8)	Invoice	08/05/2021	SCBA Cylinder Handwheel (x8)	001-504-522-20-48-12	91.85
	IN1649158	SCBA Repairs	Invoice	11/29/2021	SCBA Repairs	001-504-522-20-48-12	789.57
2011	NORTHWEST FIBER, LLC	21-02887					1,472.28
	ADMIN-NOVDEC21	Fire Alarm Phone Lines/Connection - A	Invoice	11/28/2021	Fire Alarm Phone Lines/Connection - A	001-513-522-50-42-01	22.91
						300-507-522-50-41-00	129.85
	NB-NOVDEC21	Phone Services - ST 81, 82, 83, HQ	Invoice	11/16/2021	Phone Services - ST 81, 82, 83, HQ	001-513-522-50-42-01	1,111.49
	ST71-NOVDEC21	Fax & Alarm Services - ST 71	Invoice	11/14/2021	Fax & Alarm Services - ST 71	001-513-522-50-42-01	208.03
0434	OFFICE DEPOT, INC	21-02888					1,061.79
	210425076001	Printer Ink	Invoice	11/15/2021	Printer Ink	001-502-522-10-31-00	192.35
	210425325001	Label Maker (Central Supply) (x2)	Invoice	11/16/2021	Label Maker (Central Supply) (x2)	001-502-522-10-35-00	65.47
	211068852001	Paper,Ink,Flags,Folder,Binders,Stapler,f	Invoice	11/23/2021	Copy&Color Paper,Ink,Post-It Flags,Foli	001-502-522-10-31-00	350.47
					Paper Towels	001-507-522-50-31-00	40.40
					Stapler (x2)	001-502-522-10-35-00	7.32
	211075583001	Notepad (5x8") (12pk) (x2)	Invoice	11/23/2021	Notepad (5x8") (12pk) (x2)	001-502-522-10-31-00	41.47
	211117056001	MICR Toner (Printer Ink)	Invoice	11/23/2021	MICR Toner (Printer Ink)	001-502-522-10-31-00	239.13
	212221874001	3-Ring Binders (3") (x7), Copy & Color I	Invoice	11/17/2021	3-Ring Binders (3") (x7), Copy & Color I	001-502-522-10-31-00	125.18
0185	OPERATIVE IQ	21-02889					2,115.00
	41890	Operative IQ License/Maintenance Fee	Invoice	12/01/2021	Fleet Mgmt Licenses/Sandbox Mainte	001-513-522-10-49-04	695.00
					Operative IQ Inventory/Asset Mngmnt	001-509-522-20-49-02	1,320.00
					RFID Data Service License Fee	001-513-522-10-49-04	100.00
0444	ORION MEDICAL SUPPLY INC	21-02890					713.10
	21-07604	Medications	Invoice	11/08/2021	Medications	001-509-522-30-31-01	488.21
	21-08090	Medications	Invoice	11/29/2021	Medications	001-509-522-30-31-01	224.89

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0472	PLATT ELECTRIC 2F86357	21-02891 Fluorescent Tube Light Bulb (x30)	Invoice	11/12/2021	Fluorescent Tube Light Bulb (x30)	001-507-522-50-31-00	194.12 194.12
0483	PUGET SOUND ENERGY ST72-OCTNOV21	21-02892 Natural Gas - ST 72	Invoice	11/17/2021	Natural Gas - ST 72	001-507-522-50-47-03	298.97 298.97
0483	PUGET SOUND ENERGY ST76-OCTNOV21	21-02893 Natural Gas - ST 76	Invoice	11/17/2021	Natural Gas - ST 76	001-507-522-50-47-03	145.31 145.31
0483	PUGET SOUND ENERGY ST77-OCTNOV21	21-02894 Natural Gas - ST 77	Invoice	11/17/2021	Natural Gas - ST 77	001-507-522-50-47-03	281.56 281.56
0484	PURCELL TIRE & SERVICE CENTER 24250427	21-02895 Shop Parts	Invoice	11/16/2021	Shop Parts	500-511-522-60-34-01	1,387.12 1,387.12
0494	REPUBLIC SERVICES #197 0197-002882747	21-02896 Recycling - ST 31	Invoice	11/30/2021	Recycling - ST 31	001-507-522-50-47-04	492.16 492.16
0494	REPUBLIC SERVICES #197 0197-002882059	21-02897 Refuse - ST 31	Invoice	11/30/2021	Refuse - ST 31	001-507-522-50-47-04	308.38 308.38
0494	REPUBLIC SERVICES #197 0197-002882770	21-02898 Refuse - Admin Building	Invoice	11/30/2021	Refuse - Admin Building	001-507-522-50-47-04 300-507-522-50-47-00	252.29 37.84 214.45
0494	REPUBLIC SERVICES #197 0197-002883154	21-02899 Recycling - ST 32	Invoice	11/30/2021	Recycling - ST 32	001-507-522-50-47-04	72.30 72.30
0494	REPUBLIC SERVICES #197 0197-002882830	21-02900 Refuse - ST 32	Invoice	11/30/2021	Refuse - ST 32	001-507-522-50-47-04	105.44 105.44
0501	RICOH USA, INC. 105626553	21-02901 Copier Machine - Admin Bldg	Invoice	11/19/2021	Copier Machine Lease - Admin Bldg Copier Machine Usage - Admin Bldg	001-512-522-10-45-00 001-502-522-10-31-00	292.19 254.54 37.65
1662	RIDGID PLUMBING AND DRAIN S 3939	21-02902 Kitchen Sink Leak Repair (Angle Stop&l	Invoice	11/26/2021	Kitchen Sink Leak Repair (Angle Stop&l	001-507-522-50-48-00	457.06 457.06
1921	SEA-WESTERN CM785 CM786 CM843 INV11044 INV11846 INV13184 INV13706	21-02903 Turnout/Bunker Gear - Suspenders (x8 Turnout/Bunker Gear - Suspenders (x9 Turnout/Bunker Gear - Suspenders (Sh Turnout/Bunker Gear - Suspenders (x9 Turnout/Bunker Gear - Coat Hanging N Turnout/Bunker Gear - Coat Hanging N Structural Bunker Boots	Credit Memo Credit Memo Credit Memo Invoice Invoice Invoice Invoice	08/31/2021 09/01/2021 12/06/2021 06/25/2021 07/22/2021 10/26/2021 12/03/2021	Turnout/Bunker Gear - Suspenders (x8 Turnout/Bunker Gear - Suspenders (x9 Turnout/Bunker Gear - Suspenders (Sh Turnout/Bunker Gear - Suspenders (x9 Turnout/Bunker Gear - Coat Hanging N Turnout/Bunker Gear - Coat Hanging N Structural Bunker Boots	303-504-522-20-35-04 303-504-522-20-35-04 303-504-522-20-35-04 303-504-522-20-35-04 303-504-522-20-35-04 303-504-522-20-35-04 303-504-522-20-35-04	108.66 -404.90 -455.51 -21.13 476.64 79.45 79.45 354.66
1896	SECURE PACIFIC CORPORATION 317610	21-02904 Fire Alarm Monitoring (Dec '21-May '2	Invoice	12/01/2021	Fire Alarm Monitoring (Dec '21-May '2	001-507-522-50-41-00	516.60 516.60
2148	SIGNCO 135320	21-02905 Station Sign Permit Fees & Wall Letters	Invoice	11/19/2021	Station Sign Permit Fees & Wall Letters	001-512-522-10-49-06	1,197.29 1,197.29

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0544	SILVER LAKE WATER ST77FM-NOV21	21-02906 Water (Fire Meter) - ST 77	Invoice	11/30/2021	Water (Fire Meter) - ST 77	001-507-522-50-47-02	166.60 166.60
0544	SILVER LAKE WATER ST76-NOV21	21-02907 Water & Sewer - ST 76	Invoice	11/30/2021	Water & Sewer - ST 76	001-507-522-50-47-02	522.27 522.27
0544	SILVER LAKE WATER ST76FM-NOV21	21-02908 Water (Fire Meter) - ST 76	Invoice	11/30/2021	Water (Fire Meter) - ST 76	001-507-522-50-47-02	166.60 166.60
0544	SILVER LAKE WATER ST77-NOV21	21-02909 Water & Sewer - ST 77	Invoice	11/30/2021	Water & Sewer - ST 77	001-507-522-50-47-02	130.97 130.97
0550	SMARSH INC INV00685616	21-02910 Electronic Communications Archiving S	Invoice	11/30/2021	Electronic Communications Archiving S	001-513-522-10-41-04	3,670.00 3,670.00
1547	SNOHOMISH COUNTY 911 4124	21-02911 Monthly Dispatch Services	Invoice	12/01/2021	Monthly Dispatch Services	001-504-528-00-41-00	95,386.80 18,170.40
	4165	Monthly EPCR	Invoice	12/01/2021	Monthly Electronic Patient Care Repor	001-509-522-20-49-02	1,179.07
	4182	Managed Laptop Leases	Invoice	12/01/2021	Managed Laptop Leases	303-504-522-20-45-03 303-509-522-20-45-00	1,349.68 2,006.07
0565	SNOHOMISH COUNTY PUD 135407475	21-02912 Electricity - ST 33	Invoice	11/23/2021	Electricity - ST 33	001-507-522-50-47-01	897.44 897.44
0565	SNOHOMISH COUNTY PUD 128792784	21-02913 Electricity - ST 71	Invoice	11/29/2021	Electricity - ST 71	001-507-522-50-47-01	1,770.01 1,770.01
0565	SNOHOMISH COUNTY PUD 164675996	21-02914 Electricity - ST 32	Invoice	11/22/2021	Electricity - ST 32	001-507-522-50-47-01	355.06 355.06
0565	SNOHOMISH COUNTY PUD 112281241	21-02915 Electricity - ST 83	Invoice	12/01/2021	Electricity - ST 83	001-507-522-50-47-01	381.89 381.89
0565	SNOHOMISH COUNTY PUD 164673069	21-02916 Electricity - ST 31	Invoice	11/17/2021	Electricity - ST 31	001-507-522-50-47-01	1,731.06 1,731.06
0565	SNOHOMISH COUNTY PUD 105684304	21-02917 Electricity & Water - ST 82	Invoice	11/16/2021	Electricity - ST 82 Water - ST 82	001-507-522-50-47-01 001-507-522-50-47-02	1,228.74 989.18 239.56
0565	SNOHOMISH COUNTY PUD 135406465	21-02918 Electricity - ST 74	Invoice	11/22/2021	Electricity - ST 74	001-507-522-50-47-01	164.29 164.29
0565	SNOHOMISH COUNTY PUD 164673070	21-02919 Electricity - Admin Bldg	Invoice	11/17/2021	Electricity - Admin Bldg	001-507-522-50-47-01 300-507-522-50-47-00	1,574.29 236.14 1,338.15
0565	SNOHOMISH COUNTY PUD 100579626	21-02920 Electricity & Water - ST 81	Invoice	11/19/2021	Electricity - ST 81 Water - ST 81	001-507-522-50-47-01 001-507-522-50-47-02	880.63 764.97 115.66

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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
1536	SNOHOMISH REGIONAL FIRE & R FIRE-12/01/21	21-02921 Apparatus Fleet Maintenance	Invoice	12/01/2021	Apparatus Fleet Maintenance - EMS	001-509-522-20-48-01	30,586.99
					Apparatus Fleet Maintenance - Suppre	001-513-522-20-48-01	8,156.94
							22,430.05
0567	SNURE LAW OFFICE, PSC NOV2021	21-02922 Attorney Services (Monthly)	Invoice	12/01/2021	Attorney Services (Monthly)	001-512-522-10-41-03	1,800.00
1945	SNYDER ROOFING OF WASHINGT 22W308	21-02923 Roof Leak Repair (New Sealants) - ST 8	Invoice	11/22/2021	Roof Leak Repair (New Sealants) - ST 8	001-507-522-50-48-00	788.62
0569	SOUND PUBLISHING, INC 2611099	21-02924 Fall 2021 Newsletter Printing	Invoice	09/24/2021	Fall 2021 Newsletter Printing	001-515-522-30-49-01	8,413.54
2057	SPRAGUE PEST SOLUTIONS 4668074	21-02925 Monthly Pest Control Services - Admin	Invoice	11/19/2021	Monthly Pest Control Services - Admin	001-507-522-50-41-00	639.97
						300-507-522-50-41-00	13.53
							76.64
							90.83
							90.09
							91.08
							97.46
							90.17
							90.17
2073	TARGET SOLUTIONS LEARNING L INV36509	21-02926 CrewSense Pro Monthly Subscription (Invoice	12/01/2021	CrewSense Pro Monthly Subscription (001-513-522-10-49-04	1,736.53
							408.45
							99.99
							1,228.09
1624	TK ELEVATOR 3006276573	21-02927 Elevator Maintenance (Dec/Jan'22/Fet	Invoice	12/01/2021	Elevator Maintenance (Dec/Jan'22/Fet	001-507-522-50-48-00	819.75
						300-507-522-50-48-00	122.96
							696.79
0608	TROY SMITH INV07032	21-02928 SL Buyback Reimbursmnt (L&I) (Ineligit	Invoice	12/01/2021	SL Buyback Reimbursmnt (L&I) (Ineligit	001-509-522-20-49-04	5,715.22
0610	TRUE NORTH EMERGENCY EQUIF A09982	21-02929 Shop Parts	Invoice	11/10/2021	Shop Parts	500-511-522-60-34-01	602.24
							281.39
							12.15
							112.44
							196.26
2146	US TRANSMISSIONS INC. 40883	21-02930 Shop Parts	Invoice	11/16/2021	Shop Parts	500-511-522-60-34-01	1,710.76
0631	VERATHON MEDICAL 80393118	21-02931 Medical Supplies	Invoice	11/24/2021	Medical Supplies	001-509-522-30-31-02	835.70
							212.21
							623.49

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	Payable Number	Payable Description					Distribution Amount
0633	VERIZON WIRELESS SERVICES LLC 9892896654	21-02932 District Cell Phones	Invoice	11/15/2021	District Cell Phones - Fire District Cell Phones - Shop	001-513-522-10-42-00 500-511-522-60-42-00	2,731.56 2,563.04 168.52
0633	VERIZON WIRELESS SERVICES LLC 9893652838	21-02933 Crew/Apparatus Cell Phones	Invoice	11/25/2021	Crew/Apparatus Cell Phones	001-513-522-10-42-00	18.35 18.35
0633	VERIZON WIRELESS SERVICES LLC 9892896653	21-02934 District Mifi Plans	Invoice	11/15/2021	District Mifi Plans	001-513-522-10-42-00	4,750.14 4,750.14
0639	WASHINGTON FIRE COMMISSIOI 200000425 YM200000337	21-02935 2021 WFCA Annual Conference Class R 2021 WFCA Annual Conference Registr	Invoice Invoice	11/17/2021 09/22/2021	2021 WFCA Annual Conference Class R 2021 WFCA Annual Conference Registr	001-501-522-45-49-01 001-501-522-45-49-01	4,370.00 300.00 4,070.00
0648	WASTE MANAGEMENT NORTHW 0893756-4968-1	21-02936 Refuse - ST 81	Invoice	12/01/2021	Refuse - ST 81	001-507-522-50-47-04	162.93 162.93
0648	WASTE MANAGEMENT NORTHW 0892795-2677-9	21-02937 Refuse - ST 72	Invoice	12/01/2021	Refuse - ST 72	001-507-522-50-47-04	117.54 117.54
0648	WASTE MANAGEMENT NORTHW 0894765-2677-0	21-02938 Recycling - ST 33	Invoice	12/01/2021	Recycling - ST 33	001-507-522-50-47-04	330.78 330.78
0648	WASTE MANAGEMENT NORTHW 0892796-2677-7	21-02939 Refuse - ST 71	Invoice	12/01/2021	Refuse - ST 71	001-507-522-50-47-04	187.06 187.06
0648	WASTE MANAGEMENT NORTHW 0893017-2677-7	21-02940 Refuse & Recycle - ST 77	Invoice	12/01/2021	Refuse & Recycle - ST 77	001-507-522-50-47-04	247.55 247.55
0648	WASTE MANAGEMENT NORTHW 0892941-2677-9	21-02941 Refuse & Recycle - ST 74	Invoice	12/01/2021	Refuse & Recycle - ST 74	001-507-522-50-47-04	144.29 144.29
0648	WASTE MANAGEMENT NORTHW 0892876-2677-7	21-02942 Refuse - ST 76	Invoice	12/01/2021	Refuse - ST 76	001-507-522-50-47-04	117.64 117.64
0648	WASTE MANAGEMENT NORTHW 0893227-2677-2	21-02943 Recycling - ST 76	Invoice	12/01/2021	Recycling - ST 76	001-507-522-50-47-04	228.09 228.09
0648	WASTE MANAGEMENT NORTHW 0894764-2677-3	21-02944 Refuse - ST 33	Invoice	12/01/2021	Refuse - ST 33	001-507-522-50-47-04	207.40 207.40
0648	WASTE MANAGEMENT NORTHW 9184569-4968-7	21-02945 Refuse & Recycle - ST 83	Invoice	12/01/2021	Refuse & Recycle - ST 83	001-507-522-50-47-04	179.74 179.74
0648	WASTE MANAGEMENT NORTHW 0893755-4968-3	21-02946 Recycling - ST 81	Invoice	12/01/2021	Recycling - ST 81	001-507-522-50-47-04	160.84 160.84
0648	WASTE MANAGEMENT NORTHW 0893518-4968-5	21-02947 Refuse & Recycle - ST 82	Invoice	12/01/2021	Refuse & Recycle - ST 82	001-507-522-50-47-04	257.65 257.65
0648	WASTE MANAGEMENT NORTHW 0893676-2677-0	21-02948 Refuse & Recycle - ST 73	Invoice	12/01/2021	Refuse & Recycle - ST 73	001-507-522-50-47-04	216.26 216.26

Docket of Claims Register

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
Vendor #	Payable Number	Payable Description					Distribution Amount
0648	WASTE MANAGEMENT NORTHW 0893226-2677-4	21-02949 Recycling - ST 72	Invoice	12/01/2021	Recycling - ST 72	001-507-522-50-47-04	161.24
0648	WASTE MANAGEMENT NORTHW 0893314-2677-8	21-02950 Recycling - Admin Bldg	Invoice	12/01/2021	Recycling - Admin Bldg	001-507-522-50-47-04 300-507-522-50-47-00	344.02 51.60 292.42
0651	WAVE BUSINESS 103946501-0009187	21-02951 Fiber Optic Connection - ST 81, 82	Invoice	12/01/2021	Fiber Optic Connection - ST 81, 82	001-513-522-50-42-01	1,024.60 1,024.60
0651	WAVE BUSINESS 032004901-0009187	21-02952 Internet & TV Services - ST 74	Invoice	12/01/2021	Internet & TV Services - ST 74	001-513-522-50-42-01	147.76 147.76
0651	WAVE BUSINESS 103131101-0009187	21-02953 Fiber Optic Connection - ST 31, 33	Invoice	12/01/2021	Fiber Optic Connection - ST 31, 33	001-513-522-50-42-01	1,190.91 1,190.91
0657	WELLSPRING FAMILY SERVICES E 275237	21-02954 Employee Assistance Program Monthly	Invoice	11/30/2021	Employee Assistance Program Monthly	001-510-522-20-20-15	470.90 470.90
2129	WEX BANK 76273588	21-02955 Fuel	Invoice	11/30/2021	Fuel	001-504-522-20-32-00 001-509-522-20-32-00	14,623.53 7,311.76 7,311.77
0665	WHELEN ENGINEERING COMPAN 022614	21-02956 Shop Parts	Invoice	11/12/2021	Shop Parts	500-511-522-60-34-01	213.60 213.60
Total Claims: 144						Total Payment Amount:	327,631.73

Snohomish County Fire District #7

Claims Voucher Summary

12/08/2021

Page 1 of 5

Fund: Shop #500

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
21-02813	AAA OF EVERETT FIRE EXTINGUISHER CO. INC.		434.38
21-02814	ADVANCE AUTO PARTS		82.99
21-02815	ALDERWOOD WATER DISTRICT		15.50
21-02816	ALDERWOOD WATER DISTRICT		89.80
21-02817	ALLEGIS CORPORATION		49.88
21-02818	ALLSTREAM BUSINESS US, INC		223.11
21-02819	ALLSTREAM BUSINESS US, INC		114.03
21-02820	ALLSTREAM BUSINESS US, INC		322.59
21-02821	AMAZON CAPITAL SERVICES, INC		2,236.24
21-02822	ANDGAR MECHANICAL LLC		589.63
21-02823	ARAMARK UNIFORM SERVICES		196.47
21-02824	AT&T MOBILITY LLC		46.71
21-02825	BADGLEY'S LANDSCAPE LLC		8,734.87
21-02826	BICKFORD MOTORS INC.		2,460.31
21-02827	BK INDUSTRIES & SOLUTIONS INC		2,879.08
21-02828	BOUND TREE MEDICAL, LLC		3,336.69
21-02829	BRAD TALLEY		4,000.00
21-02830	BRIAN KEES		1,836.44
21-02831	CENTRAL WELDING SUPPLY		1,321.89
21-02832	CHRISTENSEN, INC		707.49
21-02833	CITY OF MONROE		136.50
21-02834	CITY OF MONROE		594.07
21-02835	CITY OF MONROE		34.12
21-02836	CITY OF MONROE		438.75
21-02837	CITY OF SNOHOMISH		145.74
21-02838	COGDILL NICHOLS REIN WARTELLE ANDREWS		2,009.60
21-02839	COMCAST		150.05
21-02840	COMCAST		150.05
21-02841	COMCAST		150.27
21-02842	COMCAST		150.07
21-02843	COMCAST		155.07

Page Total 33,792.39

Cumulative Total 33,792.39

Snohomish County Fire District #7

12/08/2021

Claims Voucher Summary

Page 2 of 5

Fund: Shop #500

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
21-02844	COMCAST		150.29
21-02845	COMDATA INC.		4,500.32
21-02846	COMMLINQ TECHNOLOGIES		541.04
21-02847	COMPLETE THREAT PREPAREDNESS		39,587.53
21-02848	CONCENTRA MEDICAL CENTERS		1,390.00
21-02849	CRESSY DOOR COMPANY, INC		734.03
21-02850	CROWN FIRE PROTECTION		1,007.93
21-02851	DIRECTV, LLC		105.23
21-02852	DRUG FREE BUSINESS		20.00
21-02853	ELECTRONIC BUSINESS MACHINES		79.38
21-02854	EMERALD SERVICES, INC		45.50
21-02855	EMPLOYMENT SECURITY DEPARTMENT		1,352.06
21-02856	EVERETT BAYSIDE MARINE, INC.		92.92
21-02857	EVERGREEN POWER SYSTEMS, INC		1,466.05
21-02858	FIRSTWATCH		635.00
21-02859	FREIGHTLINER NORTHWEST		134.22
21-02860	GALLS, LLC - DBA BLUMENTHAL UNIFORM		3,224.79
21-02861	GRAINGER		525.23
21-02862	GROUNDWORKS		2,464.26
21-02863	HIGHWAY AUTO SUPPLY		539.23
21-02864	HUGHES FIRE EQUIPMENT		523.86
21-02865	IMS ALLIANCE		44.20
21-02866	INTERSTATE ALL BATTERY CENTER		175.18
21-02867	ISOUTSOURCE		13,643.70
21-02868	JACK SHARPE		750.00
21-02869	JOHN THOMAS		149.00
21-02870	JOSEPH MULLIGAN		25.00
21-02871	JUDD & BLACK ELECTRIC INC		1,312.69
21-02872	KAITLIN KING		51.00
21-02873	KAMAN FLUID POWER LLC		55.89
21-02874	KENT D. BRUCE CO., LLC		640.08

Page Total 75,965.61

Cumulative Total 109,758.00

Snohomish County Fire District #7

Claims Voucher Summary

12/08/2021

Page 3 of 5

Fund: Shop #500

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
21-02875	KOOL CHANGE PRINTING INC.		36.25
21-02876	L.N. CURTIS & SONS		2,282.80
21-02877	LAKE STEVENS ATHLETIC CLUB		107.91
21-02878	LAKE STEVENS SEWER DISTRICT		172.00
21-02879	LAKE STEVENS SEWER DISTRICT		86.00
21-02880	LINDE GAS & EQUIPMENT INC.		51.79
21-02881	LIZ LOOMIS PUBLIC AFFAIRS		5,002.18
21-02882	LOWE'S		242.29
21-02883	MIKE CAMERER		210.00
21-02884	MOBILE HEALTH RESOURCES		1,424.60
21-02885	MOTOR TRUCKS, INC.		159.90
21-02886	MUNICIPAL EMERGENCY SERVICES, INC.		1,346.04
21-02887	NORTHWEST FIBER, LLC		1,472.28
21-02888	OFFICE DEPOT, INC		1,061.79
21-02889	OPERATIVE IQ		2,115.00
21-02890	ORION MEDICAL SUPPLY INC		713.10
21-02891	PLATT ELECTRIC		194.12
21-02892	PUGET SOUND ENERGY		298.97
21-02893	PUGET SOUND ENERGY		145.31
21-02894	PUGET SOUND ENERGY		281.56
21-02895	PURCELL TIRE & SERVICE CENTER		1,387.12
21-02896	REPUBLIC SERVICES #197		492.16
21-02897	REPUBLIC SERVICES #197		308.38
21-02898	REPUBLIC SERVICES #197		252.29
21-02899	REPUBLIC SERVICES #197		72.30
21-02900	REPUBLIC SERVICES #197		105.44
21-02901	RICOH USA, INC.		292.19
21-02902	RIDGID PLUMBING AND DRAIN SERVICES LLC		457.06
21-02903	SEA-WESTERN		108.66
21-02904	SECURE PACIFIC CORPORATION		516.60
21-02905	SIGNCO		1,197.29

Page Total 22,593.38

Cumulative Total 132,351.38

Snohomish County Fire District #7

Claims Voucher Summary

12/08/2021

Page 4 of 5

Fund: Shop #500

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
21-02906	SILVER LAKE WATER		166.60
21-02907	SILVER LAKE WATER		522.27
21-02908	SILVER LAKE WATER		166.60
21-02909	SILVER LAKE WATER		130.97
21-02910	SMARSH INC		3,670.00
21-02911	SNOHOMISH COUNTY 911		95,386.80
21-02912	SNOHOMISH COUNTY PUD		897.44
21-02913	SNOHOMISH COUNTY PUD		1,770.01
21-02914	SNOHOMISH COUNTY PUD		355.06
21-02915	SNOHOMISH COUNTY PUD		381.89
21-02916	SNOHOMISH COUNTY PUD		1,731.06
21-02917	SNOHOMISH COUNTY PUD		1,228.74
21-02918	SNOHOMISH COUNTY PUD		164.29
21-02919	SNOHOMISH COUNTY PUD		1,574.29
21-02920	SNOHOMISH COUNTY PUD		880.63
21-02921	SNOHOMISH REGIONAL FIRE & RESCUE		30,586.99
21-02922	SNURE LAW OFFICE, PSC		1,800.00
21-02923	SNYDER ROOFING OF WASHINGTON LLC		788.62
21-02924	SOUND PUBLISHING, INC		8,413.54
21-02925	SPRAGUE PEST SOLUTIONS		639.97
21-02926	TARGET SOLUTIONS LEARNING LLC		1,736.53
21-02927	TK ELEVATOR		819.75
21-02928	TROY SMITH		5,715.22
21-02929	TRUE NORTH EMERGENCY EQUIPMENT INC		602.24
21-02930	US TRANSMISSIONS INC.		1,710.76
21-02931	VERATHON MEDICAL		835.70
21-02932	VERIZON WIRELESS SERVICES LLC		2,731.56
21-02933	VERIZON WIRELESS SERVICES LLC		18.35
21-02934	VERIZON WIRELESS SERVICES LLC		4,750.14
21-02935	WASHINGTON FIRE COMMISSIONERS ASSOCIATION		4,370.00
21-02936	WASTE MANAGEMENT NORTHWEST		162.93

Page Total 174,708.95

Cumulative Total 307,060.33

Snohomish County Fire District #7 Claims Voucher Summary

12/08/2021

Page 5 of 5

Fund: Shop #500

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
21-02937	WASTE MANAGEMENT NORTHWEST		117.54
21-02938	WASTE MANAGEMENT NORTHWEST		330.78
21-02939	WASTE MANAGEMENT NORTHWEST		187.06
21-02940	WASTE MANAGEMENT NORTHWEST		247.55
21-02941	WASTE MANAGEMENT NORTHWEST		144.29
21-02942	WASTE MANAGEMENT NORTHWEST		117.64
21-02943	WASTE MANAGEMENT NORTHWEST		228.09
21-02944	WASTE MANAGEMENT NORTHWEST		207.40
21-02945	WASTE MANAGEMENT NORTHWEST		179.74
21-02946	WASTE MANAGEMENT NORTHWEST		160.84
21-02947	WASTE MANAGEMENT NORTHWEST		257.65
21-02948	WASTE MANAGEMENT NORTHWEST		216.26
21-02949	WASTE MANAGEMENT NORTHWEST		161.24
21-02950	WASTE MANAGEMENT NORTHWEST		344.02
21-02951	WAVE BUSINESS		1,024.60
21-02952	WAVE BUSINESS		147.76
21-02953	WAVE BUSINESS		1,190.91
21-02954	WELLSPRING FAMILY SERVICES EAP		470.90
21-02955	WEX BANK		14,623.53
21-02956	WHELEN ENGINEERING COMPANY		213.60

Page Total	20,571.40
Cumulative Total	327,631.73

Snohomish County Fire District #7

Claims Voucher Summary

10/15/2021

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
21-02440	DEPARTMENT OF RETIREMENT SYSTEMS		97,816.34
21-02441	DIMARTINO & ASSOCIATES		21,661.01
21-02442	FIRE 7 FOUNDATION		337.50
21-02443	HRA VEBA TRUST		56,697.86
21-02444	LEOFF TRUST		395,333.69
21-02445	MATRIX TRUST COMPANY		98,810.93
21-02446	TD AMERITRADE INSTITUTIONAL		388.50
21-02447	TRUSTEED PLANS SERVICE CORP		32,145.11
21-02448	VOYA INSTITUTIONAL TRUST CO		329,349.04

Page Total	1,032,539.98
Cumulative Total	1,032,539.98

Snohomish County Fire District #7

11/30/2021

Claims Voucher Summary

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
21-02789	AFLAC		623.16
21-02790	DEPARTMENT OF RETIREMENT SYSTEMS		430,574.83
21-02791	FIRE 7 FOUNDATION		347.50
21-02792	FIREPAC		972.70
21-02793	GENERAL TEAMSTERS UNION LOCAL 38		1,251.00
21-02794	HRA VEBA TRUST		56,223.13
21-02795	IAFF LOCAL 2781		482.50
21-02796	IAFF LOCAL 2781		804.00
21-02797	IAFF LOCAL 2781		7,773.50
21-02798	IAFF LOCAL 2781		500.00
21-02799	IAFF LOCAL 2781		3,929.25
21-02800	IAFF LOCAL 2781		497.50
21-02801	IAFF LOCAL 2781		20.15
21-02802	IAFF LOCAL 2781		7,773.50
21-02803	IAFF LOCAL 2781		485.00
21-02804	IAFF LOCAL 2781		3,907.16
21-02805	IAFF LOCAL 2781		800.00
21-02806	LOCAL IAFF 2781 PAC		586.00
21-02807	MATRIX TRUST COMPANY		23,146.92
21-02808	PAID FAMILY & MEDICAL LEAVE		8,581.21
21-02809	TD AMERITRADE INSTITUTIONAL		388.50
21-02810	VOYA INSTITUTIONAL TRUST CO		71,108.22
21-02811	WSCFF FASTPAC		701.03
21-02812	WSCFF-EMP BENEFIT TRUST		29,175.00

Page Total 650,651.76

Cumulative Total 650,651.76



Payroll Summary and Authorization Form for the:

11/30/2021 Payroll

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 & Rescue

Direct Deposits: \$991,053.65

Paper Checks: \$8,435.48

Taxes: \$284,170.78

Allowed in the sum of: \$1,283,659.91

Reviewed by: Denise Mattern
District Administrative Coordinator

Prepared by: Jessica Ober
Payroll Specialist

Approved by Commissioners: _____



**BOARD OF FIRE COMMISSIONERS MEETING MINUTES
SNOHOMISH REGIONAL FIRE & RESCUE**

SRFR Station 31 Training Room/ Via Blue Jeans
163 Village Court, Monroe, WA 98272
November 23, 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 Snyder, Commissioner Steinruck and Commissioner Woolery. Commissioner Gagnon was in attendance via video.

PUBLIC COMMENT: None

UNION COMMENT: None

CHIEF'S REPORT: Chief O'Brien gave thanks to all in the Snohomish Regional Fire and Rescue organization. He thanked the Commissioners for their work. He expressed gratitude to the community and for being allowed to continue his service to the community.

CONSENT AGENDA

Approve Vouchers

AP Vouchers: 21-02672 to 21-02776; (\$346,045.37)

Benefits Vouchers: 21-02649 to 21-02671; (\$1,000,113.98)

Benefits Vouchers: 21-02778 to 21-02786; (\$705,692.54)

Approval of Payroll

November 15, 2021 (\$1,269,381.75)

Approval of Minutes

Approve Regular Board Meeting Minutes - November 9, 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

Thank You Card

OLD BUSINESS

Discussion

Action

2022 Budget Public Hearing

1) 2021-9 Resolution to establish regular tax levy

Motion to approve Resolution 2021-9 to establish regular tax levy



Motion by Commissioner Woolery and 2nd by Commissioner Snyder.
On Vote, **Motion carried 9/0.**

2) 2021-10 Resolution EMS Levy

Motion to approve Resolution 2021-10 EMS Levy for 2022.
Motion by Commissioner Elmore and 2nd by Commissioner Woolery.
On Vote, **Motion carried 9/0.**

3) 2021-11 Resolution budget for 2022

Motion to approve Resolution 2021-11 Budget for 2022.
Motion by Commissioner Elmore and 2nd by Commissioner Woolery.
On Vote, **Motion carried 9/0.**

Standards of Cover

Motion to approve Standards of Coverage as Submitted.
Motion by Commissioner Schaub and 2nd by Commissioner Steinruck.
On Vote, **Motion carried 9/0.**

Bid Award for Replacement Fire Engines

Motion to award the bid for replacement fire engines.
Motion by Commissioner Woolery and 2nd by Commissioner Snyder.
On Vote, **Motion carried 9/0.**

NEW BUSINESS

Discussion

Strategic Plan

Chief O'Brien overviewed the process taken to develop the proposed Strategic Plan. This plan defines our philosophical ideas as to who we are as an organization. He also reported this plan is a component of the accreditation process. Deputy Chief Rasmussen launched the Strategic Plan presentation. Recommend move to action next Board of Commissioners' meeting.

Station 81 and Logistics flooring replacement quotes

Assistant Chief Silva outlined the bid process for flooring. His recommendation was the Great Floor bid. Recommend move to action next Board of Commissioners' meeting.

Capital Facilities Priorities

Chief O'Brien explained the process being developed. He shared the addition of Operations input to the process along with the Capital Facilities Committee and architect Dave Fergus that has developed a priority list of improvements. As a group they have taken a comprehensive approach that will best serve our needs as a district now and into the future. The preliminary list has been presented to the Board of Commissioners.

Wellness Incentive Adjustment

Assistant Chief Huff explained the request for a one-time, non-precedent setting, 60-day adjustment in the deadline for participation in the Wellness Incentive.

Labor Negotiations: See Executive Session.



Commissioner Retreat

Discussion of possible future Commissioner's retreat in 2021.

Action

COMMISSIONER COMMITTEE REPORTS

Finance Committee (Elmore/Snyder/Waugh/ Woolery): Commissioner Elmore identified the highlights from the meeting held earlier in the day.

OTHER MEETINGS ATTENDED

Snohomish County 911 (Waugh): Commissioner Waugh reported on the recently held meeting.

Sno-Isle Commissioner Meeting (Fay): Commissioner Fay relayed changes occurring at the upcoming meeting.

GOOD OF THE ORDER

Commissioner Schaub gave a reminder on the upcoming Leadership meeting being held on December 1, 2021. Commissioner Fay expressed his appreciation on the Peer Support group process which was recently activated while he was in the station to witness.

ATTENDANCE CHECK: All board members noted availability December 9, 2021 for the regular Commissioner Meeting at 1730 - Station 31 Training Room/BlueJeans.

EXECUTIVE SESSION

At 1815 hours Chairman Waugh called for an executive session pursuant to RCW 42.30.140(4)(b) Labor Negotiations. Chairman Waugh asked for fifteen (15) minutes. At 1830 Chairman Waugh requested an additional ten (10) minutes. Chairman Waugh reconvened the open public meeting at 1840 hours with a request for action.

Motion to direct the Chief to move forward with Executive Contracts as directed.

Motion by Commissioner Elmore and 2nd by Commissioner Gagnon.

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

ADJOURNMENT: Chairman Waugh adjourned the meeting at 1842 hours.

Snohomish Regional Fire & 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



**BOARD OF FIRE COMMISSIONERS MEETING AGENDA
SNOHOMISH REGIONAL FIRE & RESCUE**

SRFR Station 31 Training Room/ Via Blue Jeans
163 Village Court, Monroe, WA 98272
December 6, 2021 1730 hours

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

OLD BUSINESS

Action

Mill Creek Fire and Emergency Services Agreement: See Executive Session

GOOD OF THE ORDER

EXECUTIVE SESSION

At 1731 Vice Chairman Elmore called for an executive session pursuant to RCW 42.30.110(1)(i) to meet with legal counsel regarding legal risks with a proposed action for fifteen (15) minutes. Vice Chairman Elmore asked for an extension of fifteen (15) minutes at 1746 hours. At 1801 hours Vice Chairman Elmore asked for an additional five (5) minutes. Vice Chairman Elmore reconvened the open public meeting at 1806 hours with a request for action.

Motion to authorize the Fire Chief to submit a proposal to the Mill Creek City Council as discussed in executive session.

Motion by Commissioner Woolery and 2nd by Commissioner Snyder.

On Vote, **Motion carried 8/1.**

ADJOURNMENT: Vice Chairman Elmore adjourned the meeting at 1808 hours.

Snohomish Regional Fire & 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

Thanks Station #71

34

I wanted to thank you for your help, last week. You picked me up out of the rain and mud, when I really really needed it.

Everyone was very Professional and were very Kind. I am healing slowly - but I will live, thanks to you.

Dave

17630 Snohomish Ave

OLD BUSINESS - DISCUSSION

OLD BUSINESS - ACTION

2021 - 2026

STRATEGIC PLAN



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LETTER FROM THE CHIEF

To the communities of Snohomish Regional Fire & Rescue,

Guided by our values of Respect, Accountability, Integrity, Teamwork, and Service, Snohomish Regional Fire & Rescue is honored to respond to the needs of the great communities we serve. Day or night, rain or shine, 24/7, 365 days a year, our responders are ready for any emergency. Whether attending to the needs of a cardiac patient, responding to a vehicle accident, extinguishing a house fire, or helping a COVID-19 patient; our team of dedicated professionals are committed to your health, safety, and well-being.



Through community support, Snohomish Regional Fire & Rescue has built an advanced emergency response system in Snohomish County with highly trained personnel and progressive rescue programs. Our team has been on the frontlines during the COVID-19 pandemic, including transporting critical patients and assisting with an unprecedented community vaccination effort. Our personnel have diligently responded when the community needed us most. We appreciate the public's consistent support which maintains quick response times, ongoing training for our firefighters, and the equipment we need to serve you.

At the beginning of 2020, Lake Stevens Fire and Snohomish County Fire District 7 brought together our great people and formed Snohomish Regional Fire & Rescue. There was widespread community support for the merger to create the new district which today serves over 180,655 residents in the cities of Lake Stevens, Mill Creek, and Monroe, and unincorporated areas surrounding these communities. With the merger complete, our neighborhood stations and the firefighters serving you are committed to building long-term personal relationships with residents, businesses, and community organizations.

The 2021-2026 Snohomish Regional Fire & Rescue Strategic Plan charts a course for our new district that supports our mission of saving lives, protecting property, safeguarding the environment, and taking care of people. While we accomplish our mission, we are committed to being responsible stewards of your tax dollars. We look forward to a bright future of adapting to the needs of our flourishing communities, helping people recover from the COVID-19 pandemic, and continuing our heartfelt dedication to service.

We are here for you when you need us!

If you would like more information about our services, please reach out through our website, social media, or directly.

Take care and stay safe,
Kevin O'Brien, your Fire Chief
Kevin.O'Brien@SRFR.org
(360) 794-7666 main line



MISSION

Save lives, protect property, safeguard the environment, and take care of people.

VISION

We will be a proactive regional emergency services leader by partnering to provide safe communities for people to live, work and explore.

VALUES

RESPECT

- We are made stronger by the diverse backgrounds and experiences of our team members through their ideas, beliefs, and perspectives.
- We believe in treating all people, property, and the environment with dignity, compassion, and respect.
- We continually strive to earn the respect of our community and our co-workers through open communication and transparency.
- We choose to promote a collaborative and positive culture that respects and values the qualities and traits of all people.

ACCOUNTABILITY

- We exercise sound financial judgement and plan for fiscal sustainability.
- We seek feedback to learn and improve from experiences, always focusing on continuous improvement.
- We are responsible for our own attitudes and actions.
- We are open, transparent, and responsible to the public we serve.

INTEGRITY

- We honor public trust.
- We adhere to strong moral and ethical principles.
- We do what is right for the right reasons.
- We serve with sincerity and goodness.

TEAMWORK

- We are an engaged group of people with complementary skills who are committed through collaboration.
- We work with internal and external stakeholders driving toward a common purpose.
- We hold each other mutually accountable.

SERVICE

- We are here for our community.
- We are here to support each other.
- Each member strives to provide exceptional service through our actions.
- Service is a commitment to mastery of skills, professionalism and compassion.



EXECUTIVE SUMMARY & BACKGROUND

Snohomish Regional Fire & Rescue (SRFR) is a newly merged all-hazards fire and emergency service district located in Snohomish County, Washington. SRFR provides structural fire suppression, wildland fire suppression, advanced life support emergency medical transport, technical rescue, water rescue, hazardous materials, fire code enforcement, fire and life safety education, and fire investigation services to its serviced communities and local partners. SRFR aspires to provide service with exceptional professionalism, dedication, and accountability to its citizens and their communities. SRFR exemplifies this commitment through recent fire district mergers to leverage operational and fiscal efficiencies and now through seeking agency accreditation through the Commission of Fire Accreditation International (CFAI).

In an effort to memorialize SRFR's dedication and commitment to continuous improvement SRFR has developed the 2021-2026 Strategic Plan, 2021 Community Risk Assessment: Standard of Cover, and is completing the 10th Edition Fire and Emergency Services Self-Assessment Model, to provide a pathway for future growth, development, and path to lasting success. The Strategic plan is intended to guide the agency within established parameters set forth by the citizens of our communities, elected Board of Fire Commissioners, the Fire Chief, and the members of SRFR.

SRFR used both internal and external stakeholder steering committees to help create the 2021-2026 Strategic Plan and in doing so has created a living document for use by District leaders to guide SRFR's path forward. Members of the steering committees were challenged to think outside the box regarding fire and emergency service paradigms, values, philosophies, beliefs, and desires. Valuable feedback was provided by the steering committees that will help influence SRFR's direction into the future.

As a result, the 2021-2026 Strategic Plan establishes comprehensive mission and vision statements that provide the District with a clear definition of why we exist and what we want to become. Furthermore, this strategic plan identifies the core values that embody how SRFR's members, individually and collectively, will represent the District. In the following pages, the mission, vision, values, goals, objectives, and critical tasks of Snohomish Regional Fire & Rescue are identified that will empower SRFR to become a proactive regional emergency services leader.



Commission on Fire Accreditation International: Agency Accreditation

SRFR's Accreditation Journey

Prior to the merger of Lake Stevens Fire and Snohomish County Fire District 7, both Districts engaged with CFAI as registered agencies in November 2017 and January 2018. Registration is the first step in the accreditation process and it allows interested agencies to become familiar with the process, receive required training, and participate with the local accreditation consortiums for assistance with fundamental documents. The registration period lasts for three years and ended for SRFR in January 2021. SRFR made notification to CFAI that the District would seek applicant status and signed the Applicant Agency Letter of Understanding on March 15, 2021. SRFR assigned an accreditation manager, department assistant, and established a group of 26 personnel to create the District's accreditation team. The expectation set by the accreditation team is to complete all required documents by March 1, 2022 and upload to the CFAI SharePoint site for review. If done, SRFR will receive a peer team visit in the Spring of 2022 and is expected to appear before the CFAI Commissioners for the agency accreditation hearing in August of 2022 in San Antonio, TX at the Fire Rescue International (FRI) Conference. Currently, only 291 agencies are accredited by CFAI with six in Washington State.

Community Risk Assessment: Standard of Cover

As part of the CFAI accreditation process, SRFR had to complete a Community Risk Assessment (CRA) and form that information into a Standard of Cover (SOC). A community risk assessment is a process that systematically identifies, assesses, categorizes, and classifies the probabilities, consequences, and impacts of all risks in the area served by SRFR then uses that data to design a risk reduction and emergency response deployment plan to mitigate those risks.

The Standard of Cover uses SRFR's risk assessment methodology and historical data to establish baseline performance and benchmark goals for response. Furthermore, this document helps to determine optimal deployment of resources throughout the District to include where stations are located, what units and personnel are placed in stations, reliability of response by the assigned first due unit, and resiliency of the emergency response system under significant call load.



Fire & Emergency Services Self-Assessment Model

The 10th Edition of the Fire and Emergency Services Self-Assessment Model (FESSAM) is being used by SRFR to self-assess 11 categories or functions of the District to include governance and administration, assessment and planning, goals and objectives, financial resources, community risk reduction programs, physical resources, human resources, training and competency, essential resources, external systems relationships, and health and safety. These categories are broken into 46 criteria with 256 individual performance indicators (PI), 93 of which are core competencies. Each performance indicator is addressed by using a four-part answer. The District describes how the performance indicator is currently met, assesses the District's effectiveness in meeting the performance indicator, provides a plan to improve upon the current performance, and attaches references exhibiting the District's competency.



District Background

The three previous fire districts that make up SRFR are rich in history and rooted within their communities. The Revised Code of Washington Title 52, authorized the formation of fire protection district by a vote of the citizens covered. With this legislation, the acts of community volunteers were formalized into what is now Snohomish Regional Fire & Rescue.



Snohomish Regional Fire & Rescue

Snohomish Regional Fire & Rescue (SRFR) is a newly merged all-hazards incorporated fire district in Washington State serving the cities of Lake Stevens, Mill Creek, Monroe, and portions of unincorporated southeast and central Snohomish County. SRFR is the product of two mergers between three Snohomish County Fire Protection Districts. The first merger took place between Snohomish County Fire District 7 (SCFD 7) and Monroe Fire District 3 (MFD 3) on October 1, 2016 where MFD 3 merged into SCFD 7. The second merger took place on January 1, 2020 between Lake Stevens Fire (LSF) and SCFD 7 where LSF merged into SCFD 7. In August of 2020, the combined board of fire commissioners voted to change the legal name of the fire district to Snohomish Regional Fire & Rescue to better represent the fire district's area and communities served. SRFR is now an agency of 304 career, part-time, and volunteer personnel; working out of 11 fire stations, 1 logistics center, and 1 administration building; serving an area of 140 square miles with a population of approximately 180,655 people.



Monroe Fire District 3

Prior to the formation and legal establishment of Snohomish County Fire District 3 (MFD 3), fire protection for the City of Monroe was provided by a volunteer association beginning as early as 1902. In 1942, Snohomish County Fire District 3 was legally established by the voters to provide fire protection to the unincorporated county surrounding Monroe. In 1954 a Resolution was passed by the Monroe City Council to use residents of MFD 3 as volunteer firemen in the city. A joint operating board was established in 1986 consisting of three Monroe City Council representatives and three District Commissioners.

Beginning in the 1970's the agencies added to what services they provided to the community by responding to first aid calls. As the medical service calls increased they saw the need for additional training for their personnel. Five members of the department were accepted into the EMT training program in Seattle to be trained as volunteer EMTs. Subsequently over the years many more volunteers trained and qualifies as EMTs. Now, every firefighter is cross-trained as an EMT or Paramedic.

The increase in call volume, which were mostly medical calls, created a heavy burden on the departments volunteers. During this time Monroe Fire qualified for a government program called the Comprehensive Employment Training Act, CETA, which enabled them to hire two full-time week day first responders.

Over time the responsibility of fire protection for the City of Monroe was transitioned to MFD 3 through an interlocal agreement. After years of issues with sustainable funding for MFD 3, the City of Monroe reverse annexed into the district in 2006. This provided a more reliable funding source for fire protection across the city and unincorporated areas.



Snohomish County Fire District 7 was officially established in 1945 after several local citizens pursued the idea of organizing a fire district to service their community. Initially, the SCFD 7 operated out of one station located at the same site where Station 71 is today and served an estimated population of 1,400.

As the area began to develop, SCFD 7 sought the need to build Stations 72 and 73 in response to the growing needs of the community. The population of the SCFD 7 continued to increase with the accompaniment of some light industry in the Maltby area. As such, Station 74 was constructed to meet the service requirements of this area. Up until 1971, SCFD 7 was entirely volunteer.

With the introduction of fire department-based Emergency Medical Services (EMS) and the tremendous rate of growth through the 1970's, SCFD 7 hired Rick West as its first



With the introduction of fire district-based Emergency Medical Services (EMS) and the tremendous rate of growth through the 1970's, SCFD 7 hired Rick West as its first full-time Fire Chief in 1977. This position was needed to manage District operations to meet the growing demands of the community. The late 1970's and early 1980's brought about many more changes. First, Station 75 was constructed to better service the Lost Lake Area. Second, it was estimated that 70% of the alarms received were for EMS and the population had grown to approximately 30,000. Third, newly constructed Stations 71 and 72 were upgraded to facilitate 24-hour staffing by full-time personnel. Finally, the SCFD 7 saw an opportunity to expand EMS to include the first fire-based advanced life support (ALS) paramedic service in Snohomish County.

After the City of Mill Creek officially incorporated in 1983, the City opted to continue to receive fire protection and emergency medical services under an interlocal agreement with SCFD 7. Although growth of residential housing was primary during the late 1980's, light industry had grown steadily as well. Once again, the citizens realized the need for increased services. Therefore, they approved tax increases to fund improvements to fire and emergency medical services, which resulted in the purchase of new apparatus, and an increase in the number of full-time personnel. Property was also purchased to construct a new Station 73 to serve the residential area of Bear Creek. In 1998 two new stations were built to accommodate continued growth and improve the level of service. Station 76 was built in the City of Mill Creek while Station 77 was built to service the new communities of Gold Creek and Silver Firs. In 1999, personnel moved out of the original Maltby fire station and into a third new facility, Station 74.

In 2015 SCFD 7 sought the need to evaluate its performance for fire service as the District's population continued to explode. SCFD 7 engaged with Fitch & Associates to help create the District's first Standard of Cover document first published in October of 2017. That following month, SCFD 7 became a registered agency with CFAI.

After the economic crisis of 2008, many fire and EMS agencies in Snohomish County and the region began exploring the feasibility of consolidations and mergers to help improve efficiency. Fire Chief Gary Meek of District 7 and Fire Chief Jamie Silva of District 3 began discussions specifically on the benefits of a merger between their two agencies. In 2015 the proposal was presented to each District's Board of Commissioners, which overwhelmingly supported the concepts. In October 2016, the process was completed with District 3 merging into District 7, including all governance. The merger provided a number of business efficiencies for both Districts, especially in the administrative and business functions. The trends of consolidating districts to maximize efficiencies and



reduce costs continued with the recent merger with Lake Stevens which officially took place on January 1, 2020, resulting in the renaming of the district fire protection services to Snohomish Regional Fire & Rescue.

Lake Stevens Fire

Lake Stevens Fire (LSF) was formed around a popular tourist spot and former timber mill town that surrounds Snohomish County's largest lake. Fire protection began with a water tank in the Rucker Mill Lumber Yard. An electric pump kept the tank filled with water from Lake Stevens. A hose cart and hand propelled pump engine was kept between the town bank and the Eggerst feed building for citizen volunteers to use. In 1947, a vote was taken to establish Snohomish County Fire District 8, later renamed to Lake Stevens Fire in 2006. LSF's first fire engine was a World War II surplus CCKW 6X6 or "duce and a half" sold to the District by the Lake Stevens School District for one dollar.

By 1950, LSF had 15 volunteers, and purchased its first new fully equipped fire engine along with property on Chapel Hill Road for a new fire station.

In 1960, the City of Lake Stevens was incorporated with a population of 1,500 and included what is now the North Cove and downtown area. That same year, construction of the fire station on Chapel Hill Road was complete. The volunteer firefighter corps met each Monday and trained for two hours. LSF approved the purchase of two new engines, carrying 750 gallons of water each. An engine was placed at each fire station. Additionally, the Volunteer Firefighters' Association began hosting an annual "Fireman's Ball" to help raise funds for the District.

The 1970's saw the purchase of the first new aid car for medical emergencies capable of transporting up to three patients at once. Property was purchased in Machias for a future fire station as well. Finally, LSF moved out the original fire station in downtown Lake Stevens and moved to the current location of Fire Station 81.

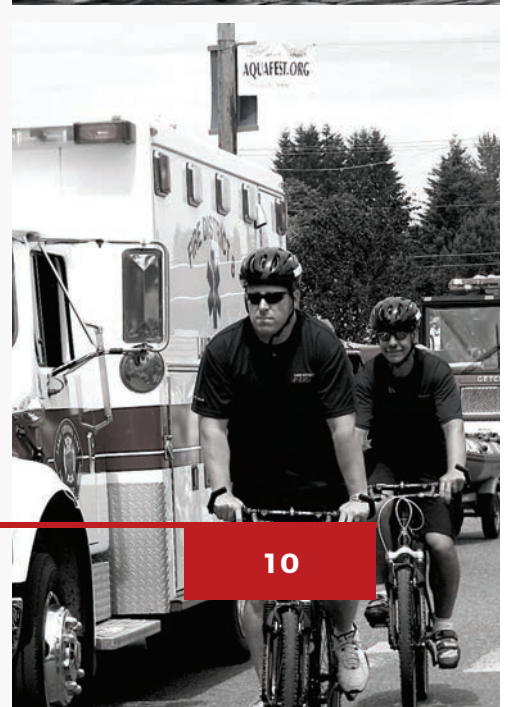
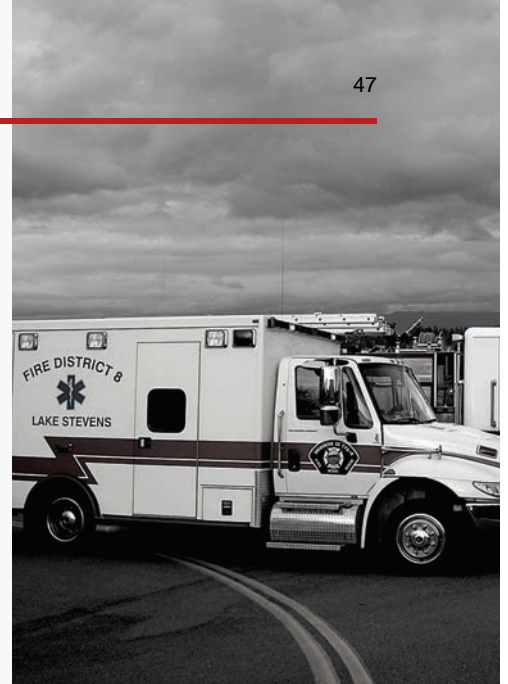
During the 1980's, LSF purchased its first defibrillator for treating patients with cardiac arrest. Most of the District's firefighters became certified Emergency Medical Technicians in response to the growing need for trained medical response. The Volunteer Firefighter Association and Lake Stevens Fire together purchased a Hurst cutter/spreader commonly referred to as the "Jaws of Life." This tool would help extricate patients who were trapped inside crushed automobiles. Valley General Hospital stationed paramedics at LSF in the late 1980's. This would provide advanced life support care to the most critically sick and injuries patients. A new Headquarters



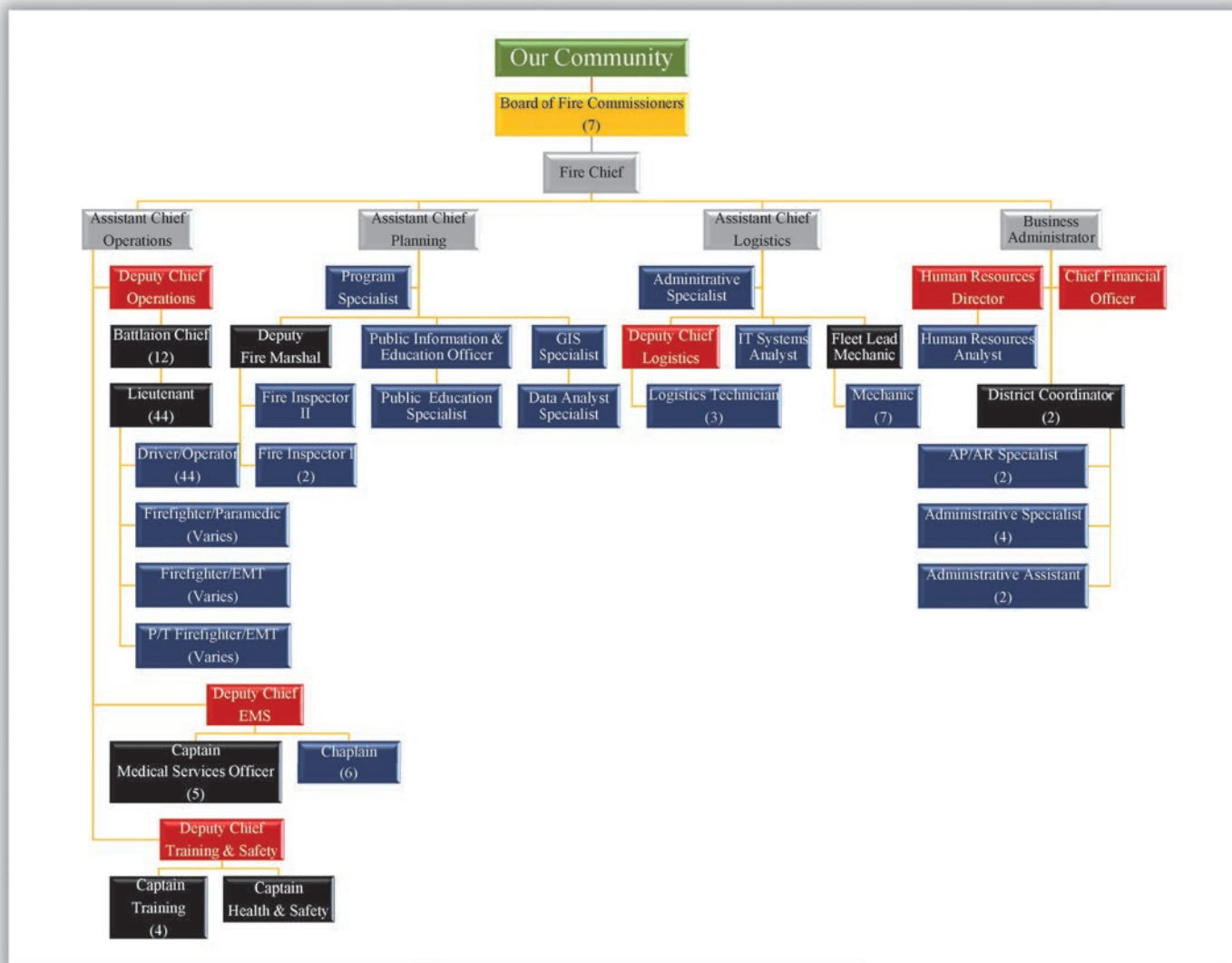
Station 82 was built on Chapel Hill Road and Fire Station 83 was built in Machias. Most of all, in 1981 the City of Lake Stevens voted to reverse annex into LSF's fire district. LSF saw the need to begin specialized training for technical rescue in the 1990's. A training tower was built at First Station 83 providing the first in-district training ground. As training continued in technical rescue, the Machias facility expanded to include confined space and heavy rescue props. Volunteer firefighters became part-paid employees of Lake Stevens Fire. Most notably the USFA's Risk Watch program was introduced in the Lake Stevens School District and taught by LSF personnel.

As the City of Lake Stevens and the surrounding unincorporated area continued to grow, LSF responded by charging for ambulance transport and purchasing two new engines, one in 1998 and one in 2001. In addition, the District purchased a boat with a fire pump to provide fire suppression to vessels on Lake Stevens. LSF purchased a headquarters building in 2008 off of South Lake Stevens Rd to accommodate its growing administrative staff.

LSF was committed to excellence and providing the best service possible to its community. In January of 2018, the LSF Board of Fire Commissioners approved registration with CFAI to begin the agency accreditation process.



2022 ORGANIZATIONAL CHART



PLAN DEVELOPMENT METHODOLOGY

As SRFR began developing a new strategic plan, the team focused first on aligning developmental actions with future goals. The team started by establishing a set of guiding principles. One of the most important guiding principles was inclusion. This required the team to carefully consider the membership of the District's and community's stakeholder groups to ensure that all voices and perspectives were heard. The following principles helped to create the grass-roots, community-driven strategic plan presented here.


Guiding Principles:

- Inclusive – Engage staff, commissioners, and community members to incorporate feedback and ensure that a variety of voices and perspectives are reflected.
- Simple – Create a plan that accurately and easily communicates SRFR's direction to staff, commissioners, and community members while inspiring the District to continuously improve service and strengthen our capabilities.
- Reflective – Ensure that SRFR's new Mission, Vision, and Values reflect the needs of the community and the best of who the District aspires to be.

With the guiding principles in place and a clear plan for multi-faceted engagement, the team was able to blend the wealth of views in the creation of our Mission, Vision and Values.

As the team transitioned to goal-setting, members were instructed to use the SMART (specific, measurable, achievable, realistic, and time-bound) method of writing actionable goals, objectives, and critical tasks. Furthermore, the team developed a method to track the completion of goals, objectives, and critical tasks to ensure that the strategic plan would be executed within its five year life.

MULTI-FACETED ENGAGEMENT	COMMUNITY LEADERSHIP ADVISORY COMMITTEE		
	ALL TEAMS	STEERING COMMITTEE	COMMUNITY LEADERSHIP ADVISORY COMMITTEE
LIVE BRAINSTORMING		✓	✓
SURVEYS	✓	✓	✓
WRITTEN FEEDBACK	✓	✓	
FACILITATED FEEDBACK		✓	✓
FACILITATED PRIORITIZATION		✓	
SMALL TEAM BREAKOUTS		✓	




PROGRAM GOALS AND OBJECTIVES



GOAL 1: PROVIDE THE HIGHEST LEVEL OF EMERGENCY RESPONSE TO THE COMMUNITIES WE SERVE.

GOAL 2: ENGAGE AND SERVE THE COMMUNITY BY PROVIDING PROACTIVE, STRATEGIC, AND ADAPTIVE FIRE AND LIFE SAFETY PROGRAMS THAT PREVENT AND MITIGATE RISK.

GOAL 3: EXEMPLIFY OUR MISSION OF TAKING CARE OF PEOPLE PHYSICALLY, MENTALLY, AND EMOTIONALLY WHILE CREATING A ROBUST AND DIVERSE CULTURE.

GOAL 4: EMBODY AND CONVEY OUR DISTRICT'S NEW CORE VALUES FOCUSING ON ACCOUNTABILITY, INTEGRITY, AND RESPECT.

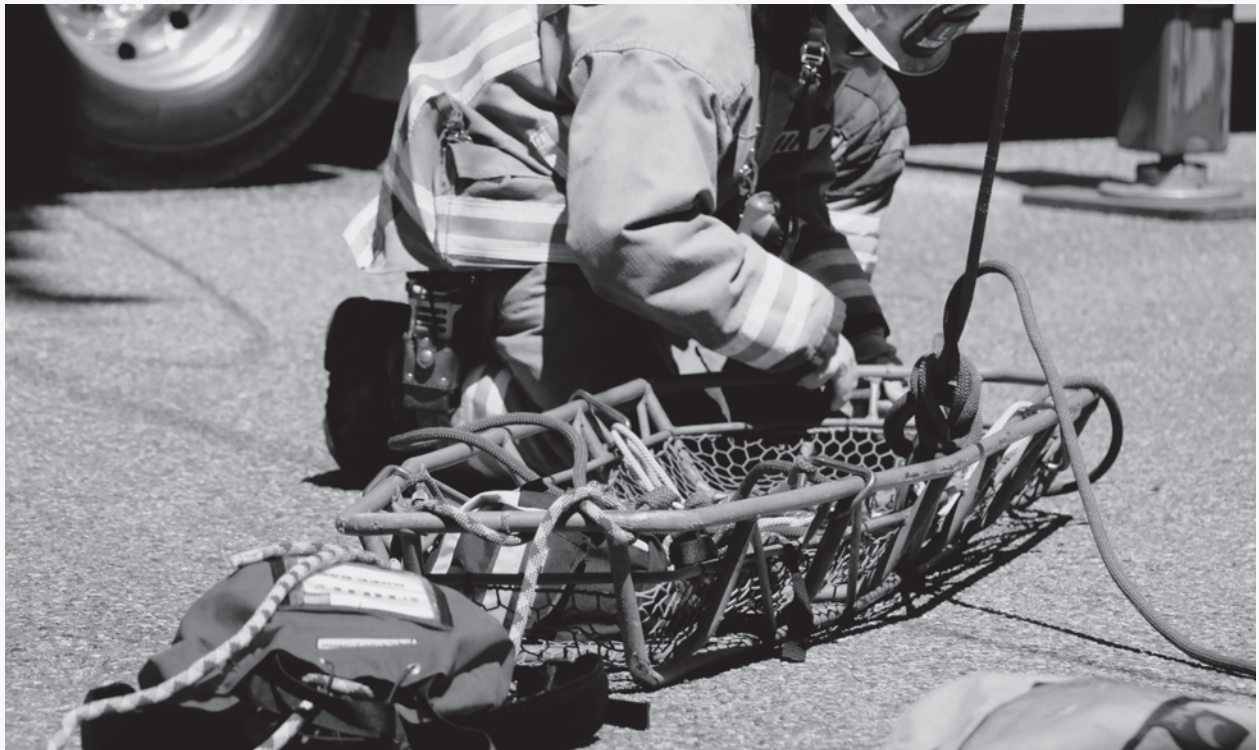
GOAL 5: OPERATE SUSTAINABLY AND RESPONSIBLY WHILE MAINTAINING TRANSPARENCY BY STRENGTHENING ESTABLISHED BUSINESS PRACTICES

GOAL 6: PROVIDE AND MAINTAIN CONTEMPORARY FACILITIES AND EQUIPMENT FOR OUR WORKFORCE TO HELP ENABLE OUR MISSION OF SAVING LIVES, PROTECTING PROPERTY, SAFEGUARDING THE ENVIRONMENT, AND TAKING CARE OF PEOPLE.



EMERGENCY RESPONSE

GOAL 1: PROVIDE THE HIGHEST LEVEL OF EMERGENCY RESPONSE TO THE COMMUNITIES WE SERVE.



Our Mission as an all-hazards emergency services district is to save lives, protect property, safeguard the environment, and take care of people. We are aware that even with our best efforts at prevention and education, emergencies will occur in our communities. At our core, we are committed to developing a resilient and reliable emergency response system. To have such a system we must understand the risks found in our community, provide specific training for our responders, and purchase customized apparatus and equipment. This comprehensive plan provides the safety net that our communities expect from their fire district.





OBJECTIVES AND CRITICAL TASKS

OBJECTIVE 1.1: Evaluate and address the impacts of growth within Snohomish Regional Fire & Rescue to better manage the current and future needs of the District.

CRITICAL TASK 1.1.1: Use the Community Risk Assessment: Standards of Cover document to develop a plan to assure our staffing and improved emergency delivery response meet the needs of our communities.

CRITICAL TASK 1.1.2: Collaborate with regional partners to provide improved service.

OBJECTIVE 1.2: Provide realistic and relevant training to ensure our firefighters and paramedics are prepared to meet the needs of our communities.

CRITICAL TASK 1.2.1: Use current best practices and available science to develop our training curriculum.

CRITICAL TASK 1.2.2: Develop a formal succession training program which will support individual growth and career development.

CRITICAL TASK 1.2.3: Develop a plan to provide at least one realistic training prop/structure in each battalion.





OBJECTIVES AND CRITICAL TASKS

OBJECTIVE 1.3: Analyze emergency response performance compared to agency benchmarks and industry best practices.

CRITICAL TASK 1.3.1: Develop and train on fire ground standards as determined by the operations and training divisions.

CRITICAL TASK 1.3.2: Continuously evaluate emergency medical service (EMS) performance standards against regional, state, and national key performance indicators (KPIs) to guide training needs.

CRITICAL TASK 1.3.3: Work with the Division of Fire & Life Safety team to engage the public in identifying areas that public involvement or outreach may help to improve KPI performance.

CRITICAL TASK 1.3.4: Use First Watch to analyze and evaluate response times to develop realistic response goals and fire ground benchmarks.

OBJECTIVE 1.4: Evaluate equipment and technology that will improve response capabilities.

CRITICAL TASK 1.4.1: Pursue and evaluate new technologies that will improve or enhance response capabilities while maintaining financial stewardship.

CRITICAL TASK 1.4.2: Ensure equipment is evaluated as the best fit for the intended use through committee review.

CRITICAL TASK 1.4.3: Work with regional partners to standardize equipment and address cost through bulk purchasing.

CRITICAL TASK 1.4.4: Develop training that addresses the deployment and use of new equipment.



FIRE AND LIFE SAFETY

GOAL 2: ENGAGE AND SERVE THE COMMUNITY BY PROVIDING PROACTIVE, STRATEGIC, AND ADAPTIVE FIRE AND LIFE SAFETY PROGRAMS THAT PREVENT AND MITIGATE RISK.



Preventing harm is a fundamental part of our mission. We achieve success in our prevention efforts by focusing on enforcement of the adopted fire code, applying engineering controls, encouraging economic incentive, and providing fire and life safety education.

Public engagement is critical to prevention and preparedness. Snohomish Regional Fire & Rescue serves a diverse and rapidly growing population base. As our communities continue to grow we strive to understand the best methods to engage our communities and provide strategic actions that help us achieve our vision of providing safe communities for people to live, work, and explore.





OBJECTIVES AND CRITICAL TASKS

FIRE PREVENTION PROGRAM (FIRE CODE ENFORCEMENT):

OBJECTIVE 2.1: Provide regionalized code enforcement services adapted to the municipalities we serve.

CRITICAL TASK 2.1.1: Create a regionally applicable service fee schedule, local fire code amendments, fire district design standards, and interlocal agreements to standardize fire code enforcement, fees and expectations in all contract cities.

CRITICAL TASK 2.1.2: Establish and build strong relationships with each contract city by having a presence at local city council, chamber of commerce, civic group meetings. We will also provide a primary fire district point of contact.

OBJECTIVE 2.2: Create and implement measures to ensure a sustainable code enforcement program.

CRITICAL TASK 2.2.1: Create and establish a succession plan for the fire marshal positions.

CRITICAL TASK 2.2.2: Create division KPIs based on workload to exhibit additional staffing needs.

CRITICAL TASK 2.2.3: Evaluate fee schedule and workload to ensure personnel, operational, and capital funding needs are met based on expected community growth.

CRITICAL TASK 2.2.4: Evaluate current business practices, policies, procedures, and software programs for cost effectiveness and efficiency.





OBJECTIVES AND CRITICAL TASKS

PUBLIC EDUCATION PROGRAM:

OBJECTIVE 2.3: Assess, adapt, and administer current community education and outreach programs.

CRITICAL TASK 2.3.1: Integrate and develop a consistent data collection strategy to track and assess public education and community outreach programs.

CRITICAL TASK 2.3.2: Analyze data to assess the effectiveness of current programs.

CRITICAL TASK 2.3.3: Develop a contract or process to produce programming and media in other languages per district demographics.

CRITICAL TASK 2.3.4: Periodically assess current programs and make necessary adjustments to outreach and education strategies.

OBJECTIVE 2.4: Analyze current data to develop strategic community outreach programs in order to reduce newly identified risks in our jurisdiction.

CRITICAL TASK 2.4.1: Develop, pilot, and deliver data informed program curricula that support the district's mission.

CRITICAL TASK 2.4.2: Research, write, and participate in the development of content for public education mediums.





OBJECTIVES AND CRITICAL TASKS

OBJECTIVE 2.5: Build and foster long-term working relationships with community, external organizations, businesses and agencies to further the district's public education efforts to prevent and mitigate risks in our communities.

CRITICAL TASK 2.5.1: Identify all of the educational institutions, senior living communities, civic groups, Home Owners Associations (HOA's), faith-based organizations, etc. within the agency's jurisdiction.

CRITICAL TASK 2.5.2: Connect with and schedule fire and life safety presentations with 50% of the identified groups above.

CRITICAL TASK 2.5.3: Partner with identified groups for key initiatives and projects that align with agency goals and values.

CRITICAL TASK 2.5.4: Develop a contract or process to produce programming, educational materials, and media in languages other than English that are spoken in the community we serve.





OBJECTIVES AND CRITICAL TASKS

PUBLIC AFFAIRS/COMMUNITY OUTREACH:

OBJECTIVE 2.6: Strengthen long-term working relationships with the community, external organizations, businesses, and agencies to build community trust and resiliency.

CRITICAL TASK 2.6.1: Connect with the groups identified in 2.5.1.

CRITICAL TASK 2.6.2: Connect with and schedule a District update and/or fire and life safety presentations with 50% of the identified groups above.

CRITICAL TASK 2.6.3: Partner with identified groups for key initiatives and projects that align with district goals and values.

CRITICAL TASK 2.3.4: Periodically assess current programs and make necessary adjustments to outreach and education strategies.

OBJECTIVE 2.7: Adapt to evolving community communication needs through the use of technology, print media, and in-person venues.

CRITICAL TASK 2.7.1: Periodically assess the current use of community outreach mediums for their effectiveness and reach.

CRITICAL TASK 2.7.2: Develop new strategies based on task 2.7.1 assessment that increases reach for social media, print media, and video communication to the public.

CRITICAL TASK 2.7.3: Provide proactive community relations and education, through four annual newsletters, one annual report, at least two social media posts per week, regular press releases, and consistent video and in-person presentations.





OBJECTIVES AND CRITICAL TASKS

OBJECTIVE 2.8: Develop a comprehensive plan to educate staff about the District's key messaging, education programs, and personnel's role in community risk reduction.

CRITICAL TASK 2.8.1: Partner with the training division to deliver orientation presentations to all new hires.

CRITICAL TASK 2.8.2: Develop semi-annual staff education programs regarding the District's key messaging, public education programs, public relations, and prevention programs.

CRITICAL TASK 2.8.3: Develop accessible reference materials that assist personnel in public education program delivery.





OBJECTIVES AND CRITICAL TASKS

FIRE INVESTIGATION, ORIGIN, AND CAUSE PROGRAM:

OBJECTIVE 2.9: Create performance indicators and benchmarks to evaluate the need for an internal fire investigation program.

CRITICAL TASK 2.9.1: Use records management system (RMS) data to obtain the number of fires requiring investigation annually, property and content loss per fire, and time of day/day of week of occurrence.

CRITICAL TASK 2.9.2: Establish benchmarks for investigations based on Snohomish County Fire Marshal Office investigation limits.

CRITICAL TASK 2.9.3: Determine staff time allocation needed for fire investigation based on response history data.

OBJECTIVE 2.10: Evaluate fire investigation training and education needs.

CRITICAL TASK 2.10.1: Determine available levels of fire investigation training and the job performance requirements of each level.

CRITICAL TASK 2.10.2: Assess performance gaps, if any, in fires qualifying for investigation by Snohomish County Fire Marshal's Office.

OBJECTIVE 2.11: Build relationships and trust with Snohomish County Fire Marshal's Office (SCFMO).

CRITICAL TASK 2.11.1: Ensure interlocal agreements for investigation services are up-to-date.

CRITICAL TASK 2.11.2: Establish lines of communication and regular meetings with SCFMO investigators.



PEOPLE AND CULTURE

GOAL 3: EXEMPLIFY OUR MISSION OF TAKING CARE OF PEOPLE PHYSICALLY, MENTALLY, AND EMOTIONALLY WHILE CREATING A ROBUST AND DIVERSE CULTURE.

GOAL 4: EMBODY AND CONVEY OUR DISTRICT'S NEW CORE VALUES FOCUSING ON ACCOUNTABILITY, INTEGRITY, AND RESPECT.



Taking care of people is essential to what we do. We take care of our own as well as those we serve. The people who make up Snohomish Regional Fire & Rescue are fundamental to who we are. Whether they are responders on the frontline, administrative staff, mechanics, logistics technicians, training staff, fire marshals, IT professionals, commissioners, public educators; we are committed to caring for our people and cherishing our culture.





OBJECTIVES AND CRITICAL TASKS

OBJECTIVE 3.1: Build a diverse, adaptable, and skilled workforce to support the needs of our communities.

CRITICAL TASK 3.1.1: Institutionalize the use of the Incident Action Review debrief model to determine the physical, mental, and emotional needs of our responders.

CRITICAL TASK 3.1.2: Develop resources to support and enhance physical, mental, and emotional health.

CRITICAL TASK 3.1.3: Aid in the development of a firefighter recruitment strategy that provides for demographic diversity within our District's staff.

OBJECTIVE 3.2: Develop and foster resilient relationships between labor and management to amplify staff engagement and growth.

CRITICAL TASK 3.2.1: Create and deploy professional and personnel development programs to facilitate staff growth and well-being. These programs will focus on cultivating open and honest communication while soliciting input and valuing feedback.

CRITICAL TASK 3.2.2: Support the growth of staff and co-workers by developing new and adapting current coaching and mentorship programs.

CRITICAL TASK 3.2.3: Create staff and cultural development programs to facilitate a team-oriented approach that upholds the District's core values.

CRITICAL TASK 3.2.4: Develop and educate staff on policies that support a respectful working environment that values all opinions and perspectives.





OBJECTIVES AND CRITICAL TASKS

OBJECTIVE 4.1: Earn the respect of our staff and community by exhibiting accountability for our actions and strive to learn from all experiences.

CRITICAL TASK 4.1.1: Utilize, create, and implement tools for soliciting feedback from our staff and community assessing agency performance versus expectations.

CRITICAL TASK 4.1.2: Encourage face-to-face communications whenever possible.

OBJECTIVE 4.2: Exercise District integrity by earning public trust and building community equity.

CRITICAL TASK 4.2.1: Publish a contemporary and inclusive code of ethics to be adopted by all district staff.

CRITICAL TASK 4.2.2: Detail a process to ensure transparency with our community by promoting district initiatives, resolutions, and plans through publicly accessible outlets.

CRITICAL TASK 4.2.3: Value and celebrate the diversity of our communities by creating innovative stakeholder engagement forums.

CRITICAL TASK 4.2.4: Develop and educate staff on policies that support a respectful working environment that values all opinions and perspectives.



BUSINESS PRACTICES

**GOAL 5: OPERATE SUSTAINABLY AND RESPONSIBLY WHILE MAINTAINING
TRANSPARENCY BY STRENGTHENING ESTABLISHED BUSINESS PRACTICES**



Snohomish Regional Fire & Rescue is a responsible steward of public funding. We recognize that public trust is built on our ability to operate efficiently, plan for the future, and communicate effectively with our partners and our communities. We embrace the challenges and opportunities presented by financial limitations, growth, and evolving technology.





OBJECTIVES AND CRITICAL TASKS

OBJECTIVE 5.1: Standardization of policies and procedures to ensure consistency throughout the District.

CRITICAL TASK 5.1.1: Adopt Lexipol as the District's policy and procedure content management system and create a process by which all policies and procedures will be created, reviewed, adopted, and implemented.

OBJECTIVE 5.2: Determine the most practical path to provide financially sustainable services.

CRITICAL TASK 5.2.1: Educate district staff on the newly implemented Proposed Project Impact Statement (PPIS) that helps to identify the financial effect of new initiatives and ensures a direct link to the mission of the District.

CRITICAL TASK 5.2.2: Educate District leaders on the use of financial forecasting models and how they are used for decision-making.

OBJECTIVE 5.3: Ensure District operations are fiscally responsible and sustainable.

CRITICAL TASK 5.3.1: Ensure that a process is in place to recommend a balanced budget supported by public funding.

CRITICAL TASK 5.3.2: Partner with the Washington State Auditor to ensure transparency and accountability of public funds.

OBJECTIVE 5.4: Enhance inventory tracking and control of agency assets.

CRITICAL TASK 5.4.1: Evaluate use of Operative IQ tracking system and implement necessary improvements based on its capabilities.

CRITICAL TASK 5.4.2: Streamline ordering, distribution, and storage of supplies by using just-in-time (JIT) ordering function of Operative IQ.





OBJECTIVES AND CRITICAL TASKS

OBJECTIVE 5.5: Assess needs for growth and development to the benefit of the citizen in alignment with our Mission.

CRITICAL TASK 5.5.1: Institutionalize the PPIS to evaluate whether proposed projects are fiscally responsible, sustainable, and support the mission.

CRITICAL TASK 5.5.2: Develop strategies to assure projects are transparent and well-communicated.

OBJECTIVE 5.6: Develop and validate methods to measure District sustainability.

CRITICAL TASK 5.6.1: Support collaboration between divisions in response to growth and development and to support CFAI agency accreditation.

CRITICAL TASK 5.6.2: Foster a forward-thinking approach to ensure fiscal sustainability by employing the financial forecasting model to address strengths, weaknesses, opportunities and threats.

CRITICAL TASK 5.6.3: Develop effective policies and procedures to ensure practices are consistent with appropriate financial and accountability audit recommendations.

OBJECTIVE 5.7: Partner with the public affairs team to communicate decisions with transparency and care.

CRITICAL TASK 5.7.1: Develop informational materials for the District to communicate consistent information about business practices and initiatives.



FACILITIES AND EQUIPMENT

GOAL 6: PROVIDE AND MAINTAIN CONTEMPORARY FACILITIES AND EQUIPMENT FOR OUR WORKFORCE TO HELP ENABLE OUR MISSION OF SAVING LIVES, PROTECTING PROPERTY, SAFEGUARDING THE ENVIRONMENT, AND TAKING CARE OF PEOPLE.



Our facilities and equipment are essential to reliably perform at our peak efficiency. Without safe, functional, well-maintained facilities and equipment, our teams are unable to proficiently meet the needs of the communities we serve. Supporting and sustaining our infrastructure enables our workforce to focus on fulfilling their mission in a safe and effective manner. We are committed to evaluating our facilities and equipment to assure that our mission of taking care of people is possible.





OBJECTIVES AND CRITICAL TASKS

OBJECTIVE 6.1: Evaluate and adjust the comprehensive capital facility and equipment plan for our workforce to help enable our mission of saving lives, protecting property, safeguarding the environment, and taking care of people.

CRITICAL TASK 6.1.1: Support a comprehensive facility plan that evaluates safety, space, and functionality needs for ongoing maintenance, future construction, remodel, and maintenance projects.

CRITICAL TASK 6.1.2: Support a comprehensive apparatus replacement plan that evaluates current and future apparatus needs based on identified community risks and responder safety.

CRITICAL TASK 6.1.3: Support the logistics section as they integrate all assets of the District into Operative IQ, including replacement schedules.

OBJECTIVE 6.2: Increase transparency to clearly inform staff about future needs, plans, and goals set by the District.

CRITICAL TASK 6.2.1: Develop a notification system to inform staff about functional committee status including agendas, minutes, and recommendations.

OBJECTIVE 6.3: Research and develop processes that ensure end-user input in facilities, apparatus and equipment.

CRITICAL TASK 6.3.1: Institutionalize and develop the committee-based approach to ensure employee engagement in facilities, apparatus, and equipment research, design, evaluation, and implementation.



SRFR STRATEGIC PLANNING TEAM

Snohomish Regional Fire & Rescue's strategic planning process was disrupted by the COVID-19 pandemic. Safeguards implemented to protect the workforce from COVID-19 caused a mid-planning pause with operations while a sustainable virtual platform was implemented. As a result, the strategic planning team held one in-person meeting and then transitioned to a virtual meeting environment for the remainder of the strategic plan's development. The online format was successful, but also brought about its own unique challenges. During in-person meetings, free-flowing conversation occurs more easily than in online meeting forums. Furthermore, both team-members and the facilitator have difficulty reading the temperature of all participants. In spite of all of the limitations of online plan development, the strategic planning team remained resilient and flexible as the team worked its way through the obstacles presented. Snohomish Regional Fire & Rescue would like to recognize the internal stakeholders named below as they represented their functional groups in the development of this strategic plan.

RANDY FAY
FIRE COMMISSIONER

JEFF SCHAUB
FIRE COMMISSIONER

JIM STEINRUCK
FIRE COMMISSIONER

RANDY WOOLERY
FIRE COMMISSIONER

KEVIN O'BRIEN
FIRE CHIEF

MICHAEL MCCONNELL
IAFF UNION

SUMMER YOUNG
TEAMSTERS UNION

LEAH SCHOOF
BUSINESS ADMINISTRATOR

SCOTT DORSEY
DEPUTY CHIEF

RYAN LUNDQUIST
DEPUTY CHIEF

MIKE MESSER
DEPUTY CHIEF
ACCREDITATION MANAGER

RON RASMUSSEN
DEPUTY CHIEF

PAMELLA HOLTGEERTS
HUMAN RESOURCES
DIRECTOR

JOE BASTA
BATTALION CHIEF

BRIAN HYATT
BATTALION CHIEF

TROY SMITH
CAPTAIN

JAMAL BECKHAM
LIEUTENANT

STEVE KUHLMAN
LIEUTENANT

DAVID PETERSEN
DRIVER/OPERATOR

JARROD SPENCE
DRIVER/OPERATOR

CHRISTIAN WIGINGTON
PARAMEDIC

RAY SAYAH
FIREFIGHTER

LEROY SCHWARTZ III
FIREFIGHTER

HEATHER CHADWICK
PUBLIC INFORMATION
OFFICER

MINDY LEBER
ADMINISTRATIVE
SPECIALIST

MIKE FRYMIRE
LOGISTICS TECHNICIAN

HEATHER NIEMI
CONSULTANT
AGATHA CONSULTING



COMMUNITY ADVISORY TEAM

Snohomish Regional Fire & Rescue recruited a team of external stakeholders to provide community input and feedback on the proposed strategic plan. This group was limited to virtual meetings as a result of the pandemic social distancing restrictions. The group's feedback proved valuable as the strategic planning team sought to better understand the needs of the community and to assure that the District's mission, vision, values, goals, and objectives aligned with the expectation of our community members.

AMY BETH COOK LAKE STEVENS SCHOOL DISTRICT	DAN LORENTZEN SNOHOMISH COUNTY FIRE MARSHAL'S OFFICE	MAYOR BRETT GAILEY CITY OF LAKE STEVENS
MAYOR GEOFFREY THOMAS CITY OF MONROE	ADMINISTRATOR GENE BRAZEL CITY OF LAKE STEVENS	CHIEF JOHN DYER LAKE STEVENS POLICE DEPARTMENT
ADMINISTRATOR DEBORAH KNIGHT CITY OF MONROE	CHIEF JEFF JOLLEY MONROE POLICE DEPARTMENT	MAYOR BRIAN HOLTZCLAW CITY OF MILL CREEK
CITY MANAGER MICHAEL CIARAVINO CITY OF MILL CREEK	CHIEF SCOTT EASTMAN MILL CREEK POLICE DEPARTMENT	SAM LOW SNOHOMISH COUNTY COUNCIL
JARED MEAD SNOHOMISH COUNTY COUNCIL	CAROLYN ESLICK STATE REPRESENTATIVE	STEVE HOBBS STATE SENATOR
SUE SKILLEN MONROE CITIZEN	GARY O'RIELLY LAKE STEVENS CITIZEN	PAM PRUITT MILL CREEK CITIZEN
DICK KEENAN CITIZEN AT-LARGE	ROBIN MCGEE CITIZEN AT-LARGE	LESLIE JO WELLS CITIZEN AT-LARGE
CHRISTY MILLER CITIZEN AT-LARGE	MATT TABOR LAKE STEVENS CHAMBER OF COMMERCE	JANELLE DREWS MONROE CHAMBER OF COMMERCE



APPENDIX A: STRATEGIC PLAN IMPLEMENTATION TRACKING SHEET

The Strategic Plan Implementation Tracking Sheet can be found on the Z: Drive in the Accreditation Folder titled: 2021-2026 Strategic Plan Implementation Tracking Sheet.

Z:\Accreditation\Strategic Plan\2021-2026 Strategic Plan Implementation Tracking Sheet.xlsx

Snohomish Regional Fire & Rescue 2021-2026 Strategic Plan Implementation Tracker				
Program Area: Emergency Response				
Action Item	Description	Staff Assigned	Status	Comments:
Goal 1:	Provide the highest level of emergency response to the communities we serve.			
Objective 1.1:	Evaluate and address the impacts of growth within Snohomish Regional Fire and Rescue to better manage the current and future needs of the agency.			
Critical Task 1.1.1				
Critical Task 1.1.2				
Objective 1.2:	Provide realistic and relevant training to ensure our firefighters are prepared to meet the needs of our communities.			
Critical Task 1.2.1				
Critical Task 1.2.2				
Critical Task 1.2.3				
Objective 1.3:	Analyze emergency response performance compared to agency benchmarks and industry best practices.			
Critical Task 1.3.1				
Critical Task 1.3.2				
Critical Task 1.3.3				
Critical Task 1.3.4				
Objective 1.4:	Evaluate equipment and technology that will improve response capabilities.			
Critical Task 1.4.1				
Critical Task 1.4.2				
Critical Task 1.4.3				
Critical Task 1.4.4				



APPENDIX A: STRATEGIC PLAN IMPLEMENTATION TRACKING SHEET

Program Area: Fire & Life Safety				
Action Item	Description	Staff Assigned	Status	Comments:
Goal 2:	Engage and serve the community by providing proactive, strategic, and adaptive fire and life safety programs that prevent and mitigate risk.			
Objective 2.1:	Provide regionalized code enforcement services adapted to the municipalities we serve.			
Critical Task 2.1.1				
Critical Task 2.1.2				
Objective 2.2:	Create and implement measures to ensure a sustainable code enforcement program.			
Critical Task 2.2.1				
Critical Task 2.2.2				
Critical Task 2.2.3				
Critical Task 2.2.4				
Objective 2.3:	Adapt, assess, and administer current community education and outreach programs.			
Critical Task 2.3.1				
Critical Task 2.3.2				
Critical Task 2.3.3				
Critical Task 2.3.4				
Objective 2.4:	Analyze current data to develop strategic community outreach programs in order to reduce new identified risks in our jurisdiction.			
Critical Task 2.4.1				
Critical Task 2.4.2				
Objective 2.5:	Build and foster long-term working relationships with community, external organizations, businesses and agencies to further the agency's public education efforts to prevent and mitigate risks in our communities.			
Critical Task 2.5.1				
Critical Task 2.5.2				
Critical Task 2.5.3				
Critical Task 2.5.4				
Objective 2.6:	Strengthen long-term working relationships with the community, external organizations, businesses, and agencies to build community trust and resiliency.			
Critical Task 2.6.1				
Critical Task 2.6.2				
Critical Task 2.6.3				
Objective 2.7:	Adapt to evolving community communication needs through the use of technology, print media, and in-person venues.			
Critical Task 2.7.1				
Critical Task 2.7.2				
Critical Task 2.7.3				
Objective 2.8:	Develop a comprehensive plan to educate staff about the agency's key messaging, education programs, and personnel's role in community risk reduction.			
Critical Task 2.8.1				
Critical Task 2.8.2				
Critical Task 2.8.3				
Objective 2.9:	Create performance indicators and benchmarks to evaluate the need for an internal fire investigation program.			
Critical Task 2.9.1				
Critical Task 2.9.2				
Critical Task 2.9.3				
Objective 2.10:	Evaluate fire investigation training and education needs.			
Critical Task 2.10.1				
Critical Task 2.10.2				
Objective 2.11:	Build relationships and trust with Snohomish County Fire Marshal's Office (SCFMO).			
Critical Task 2.11.1				
Critical Task 2.11.2				



APPENDIX A: STRATEGIC PLAN IMPLEMENTATION TRACKING SHEET

Program Area: People and Culture				
Action Item	Description	Staff Assigned	Status	Comments:
Goal 3:	Exemplify our mission of taking care of people physically, mentally, and emotionally while creating a robust and diverse culture.			
Objective 3.1:	Build a diverse, adaptable, and skilled workforce to support the needs of our communities.			
Critical Task 3.1.1				
Critical Task 3.1.2				
Critical Task 3.1.3				
Objective 3.2:	Develop and foster resilient relationships between labor and management to amplify staff engagement and growth.			
Critical Task 3.2.1				
Critical Task 3.2.2				
Critical Task 3.2.3				
Critical Task 3.2.4				
Goal 4:	Embody and convey our agency's new core values focusing on accountability, integrity, and respect.			
Objective 4.1:	Earn the respect of our staff and community by exhibiting accountability for our actions and strive to learn from all experiences.			
Critical Task 4.1.1				
Objective 4.2:	Exercise agency integrity by earning public trust and building community equity.			
Critical Task 4.2.1				
Critical Task 4.2.2				
Critical Task 4.2.3				



APPENDIX A: STRATEGIC PLAN IMPLEMENTATION TRACKING SHEET

Program Area: Business Practices				
Action Item	Description	Staff Assigned	Status	Comments:
Goal 5:	Operate sustainably and responsibly while maintaining transparency by strengthening established business practices.			
Objective 5.1:	Standardization of policies and procedures to ensure consistency throughout the District.			
Critical Task 5.1.1				
Objective 5.2:	Determine the most practical path to provide financially sustainable services.			
Critical Task 5.2.1				
Critical Task 5.2.2				
Objective 5.3:	Ensure District operations are fiscally responsible and sustainable.			
Critical Task 5.3.1				
Critical Task 5.3.2				
Objective 5.4:	Enhance inventory tracking and control of agency assets.			
Critical Task 5.4.1				
Critical Task 5.4.2				
Objective 5.5:	Assess needs for growth and development to the benefit of the citizen in alignment with our Mission.			
Critical Task 5.5.1				
Critical Task 5.5.2				
Objective 5.6:	Develop and validate methods to measure agency sustainability.			
Critical Task 5.6.1				
Critical Task 5.6.2				
Critical Task 5.6.3				
Objective 5.7:	Partner with the public affairs team to communicate decisions with transparency and care.			
Critical Task 5.7.1				
Program Area: Facilities and Equipment				
Action Item	Description	Staff Assigned	Status	Comments:
Goal 6:	Provide and maintain contemporary facilities and equipment for our workforce to help enable our mission of saving lives, protecting property, safeguarding the environment, and taking care of people.			
Objective 6.1:	Evaluate and adjust the comprehensive capital facility and equipment plans in place.			
Critical Task 6.1.1				
Critical Task 6.1.2				
Critical Task 6.1.3				
Objective 6.2:	Increase transparency to clearly inform staff about future needs, plans, and goals set by the agency.			
Critical Task 6.2.1				
Objective 6.3:	Research and develop processes that ensure end-user input in facilities, apparatus and equipment.			
Critical Task 6.3.1				



APPENDIX B: SWOT ANALYSIS RESULTS

The Community Stakeholder team met virtually to discuss the strengths, weaknesses, opportunities, and threats as perceived by the community. Feedback was provided via survey responses in advance of the virtual meetings and were created through facilitated brainstorming. The aggregated responses were brought back to the strategic plan team to review and incorporate within the District's plan. The first task was to assure that the mission, vision, and values aligned with community stakeholder expectations. In addition, the community's perception from this appendix was incorporated into the goals and objectives section of the strategic plan. Connection with the community stakeholder group assures that the strategic plan aligns not only with internal stakeholders, but accurately reflects the citizens that we serve.

Strengths – areas to leverage:

- People/Staff – Leadership, Hiring, Training, Diversity
- Organizational Size – Fiscal efficiency, ability to support smaller communities
- Operational Performance – Response time, medical services
- Community Oriented – Perceived connection, partnerships
- Equipment Quality
- Communication & Community Education – Social media presence, CRP Program
- Culture – Continuous improvement, adaptive, progressive, planful, driven

Weaknesses – areas to invest:

- Future Funding – Anti-tax sentiment, contracted communities, levy communication and success
- Organizational Size – Losing touch with individual communities, cost control (bureaucracy instead of efficiency), supply & order management
- Technical Infrastructure – Delays in execution and adoption
- Culture – Merger phase in Storming/Norming/Conforming/Performing, difficult conversations, internal/external transparency
- Service Area – Geographic gap, deployment model & standards of cover
- Community Education – More focus on prevention & reaching diverse communities, CRP stabilization
- Employees – Retirement and turnover
- Capital Facilities
- Training - EMS



APPENDIX B: SWOT ANALYSIS RESULTS

Opportunities – areas to prioritize:

- Reach a Broader Community Demographic – Youth, immigrants, multi-lingual, expand reach
- Deployment of Resources as a Merged Organization
- Accreditation
- Future Expansion
- Employee – New opportunities for promotion & new hires
- Funding – Fire benefit charge
- Merger – More influence, clear priorities, single voice, chance to strengthen brand/rebrand

Threats – areas to mitigate:

- Funding – Anti-tax sentiment, reallocation of tax dollars, contracts, reliance of border communities to fill gaps when funding is cut
- Service Concentration – Rapid community growth
- Employees – Increased competition for talent, behavioral health support
- Community Needs – Increased mental health calls
- Environmental Impact – More fires
- Merger – Transparency and voices of individuals in larger organization can be lost, concurrency of need, getting stuck in storming/norming

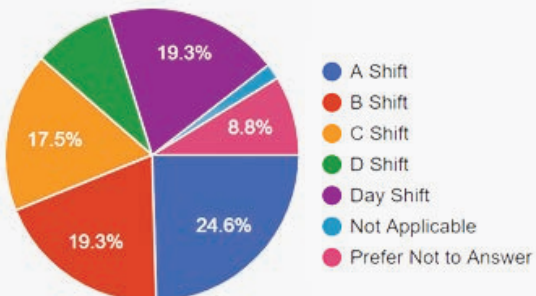


APPENDIX C: STRATEGIC PLANNING TEAM SURVEY RESULTS

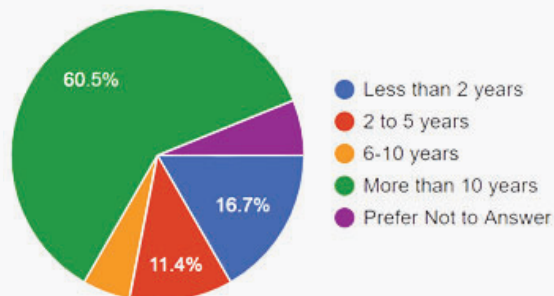
THE STRATEGIC PLANNING TEAM ISSUED SURVEYS TO ALL SNOHOMISH REGIONAL FIRE & RESCUE STAFF FOR THE SWOT ANALYSIS AND THE MISSION, VISION, AND VALUES ASSESSMENT. THE CHART BELOW DETAILS DISTRICT STAFF PARTICIPATION BY RANK, POSITION, OR DIVISION.

RANK, POSITION, OR DIVISION	# RESPONSES	% GROUP	% TOTAL
FIREFIGHTER	33	48%	12%
PARAMEDIC	9	35%	3%
DRIVER / OPERATOR	14	44%	5%
LIEUTENANT / CAPTAIN / BATTALION CHIEF	28	46%	10%
DEPUTY CHIEF / ASSISTANT CHIEF / FIRE CHIEF	9	100%	3%
FIRE & LIFE SAFETY	6	86%	2%
LOGISTICS	4	100%	1%
TECHNICAL SERVICES	1	11%	0%
BUSINESS ADMINISTRATION	6	43%	2%
FIRE COMMISSIONER	1	11%	0%
PREFER NOT TO ANSWER	4		1%
TOTAL	115		41%

REPRESENTATION BY SHIFT



REPRESENTATION BY TENURE







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:	Flooring – Station 81 and Logistics		
Executive member responsible for guiding the initiative: The RAB Champion	Jamie Silva		
Type of Action:	<input checked="" type="checkbox"/> Simple Motion	<input 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>In the 2021 budget the District planned for some improvements to station 81 and Logistics. Part of this improvement is to replace the flooring at both facilities. Using the MRSC Small Works Roster, we solicited quotes from every vendor on the flooring section. We had numerous inquiries but only received 2 written quotes. Great Floors was the lowest quote at \$60,888.20 for both facilities. The other quote was from EIB Group and was for a total of \$104,640 for both facilities. Great Floors is \$43,751.80 less than EIB Group. We have attached both quotes for your review.</p>		
Financial Impact:	<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): \$\$60,888.20 Initial amount: \$ Station 81 - \$24,743 Logistics - \$36,145.20 Long-term annual amounts(s): \$ N/A</p> <p>Currently Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Amount:</p> <p>Budget Amendment Needed: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Amount: <ul style="list-style-type: none"> • If yes: Fund(s)/line item(s) to be amended: rebranding budget </p>		
Risk Assessment:	<p>Risk if approved:</p> <ul style="list-style-type: none"> • No known risk if approved <p>Risk if not approved:</p> <ul style="list-style-type: none"> • Flooring that is worn and does not look professional 		

Legal Review:	<input type="checkbox"/> Initiative conforms with District policy/procedure number (attach): <input 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 checked="" 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 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.



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:	Capital Facilities Priority List
Executive member responsible for guiding the initiative: The RAB Champion	
	Jamie Silva
Type of Action:	<input checked="" type="checkbox"/> Simple Motion <input 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>We are in the final stage of completing task 3 of the capital facilities comprehensive plan with Rice Fergus Miller. With new information from the Standards of Cover, the Operations Division revised the priority list of our capital facilities, see attached list. The Capital Facilities Committee along with Senior Staff have reviewed and approved of this list. Assistant Chief Huff would be more than happy to answer any questions on how the Operations Division came up with this list. Once the list is approved by the Board of Commissioners, Senior Staff will work with the Finance and Capital Facilities Committees to make recommendations to the Board to set the pace for getting these projects completed. With the approved priority list, Rice Fergus Miller will be able to complete task 3.</p>
Financial Impact:	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 Total amount of initiative (attach amount breakdown if applicable): Initial amount: \$ Long-term annual amounts(s): \$ Currently Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No Amount: Budget Amendment Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No Amount: <ul style="list-style-type: none"> • If yes: Fund(s)/line item(s) to be amended: rebranding budget
Risk Assessment:	Risk if approved: <ul style="list-style-type: none"> • No known risk if approved Risk if not approved: <ul style="list-style-type: none"> • No long term plan for our facilities

Legal Review:	
<input type="checkbox"/> Initiative conforms with District policy/procedure number (attach): <input 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 checked="" 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 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.

Facilities Priority List DC Group

With Station 76	Without Station 76
83	83
81	81
32	32 (Re-Locate off Chain Lake Rd)
76	72
72	73 (Re-locate Hwy 9 /228th)
31	71 (Fleet/Logistics)
82	82
Admin-Priority (Priority - 1 Location)	Admin-(Priority - 1 Location)
71	31
73	33
77	77
74 Logistics	*74 (Possibly remove from plan)
33	

Notes

Plan moving forward with current funds

72 Battalion Station

82 Battalion Station Move to Battalion 81 to 82

Priority would be to get all staff in one location. Option could be to buy pre-existing building

Remodel

Minimal Remodel

* Possibly remove from plan if Logistics relocates to 71

Politically and optically to the community it would be beneficial to do a major project in each Battalion at one time



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:	Wellness Incentive LOU with Local 2781		
Executive member responsible for guiding the initiative: The RAB Champion	Larry Huff		
Type of Action:	<input checked="" type="checkbox"/> Simple Motion	<input type="checkbox"/> Resolution	
Initiative Description:	<p>In accordance with Section 9.1.2 of the CBA, and due to delays with the District's contractor, (Professional Health Services), sending annual physical reports, the District and the Union agree to a one-time non-precedent setting 60-day adjustment in the deadline for participation in the 2022 Wellness Incentive provided this adjustment only applies to those members (employees) who are scheduled to use and will use Health Force for their annual physical examination or are waiting for PHS results to be reviewed with the employee's private physician.</p> <p>This incentive as outlined in Section 9.1.2, allows "the employee shall qualify for an additional one half (0.5%) of a percent matching (to be paid by the District) of the employee's base salary per month in the Deferred Compensation Program for the following calendar year.</p> <p>Request a motion by the BOC to authorize the Fire Chief to be a signer to this LOU.</p>		
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 		
Financial Impact:	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 Total amount of initiative (attach amount breakdown if applicable): \$ Initial amount: \$ Long-term annual amounts(s): \$ Currently Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Amount: \$ Budget Amendment Needed: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Amount: \$ <ul style="list-style-type: none"> • If yes: Fund(s)/line item(s) to be amended: 		
Risk Assessment:	Risk if approved: Risk if not approved:		

Legal Review:	
<input type="checkbox"/> Initiative conforms with District policy/procedure number (attach): <input 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 checked="" 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 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: 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.



Letter of Understanding Between Snohomish Regional Fire and Rescue & IAFF Local 2781

In accordance with Section 9.1.2 of the CBA, and due to delays with the District's contractor, (Professional Health Services), sending annual physical reports, the District and the Union agree to a one-time non-precedent setting 60-day adjustment in the deadline for participation in the 2022 Wellness Incentive provided this adjustment only applies to those members (employees) who are scheduled to use and will use Health Force for their annual physical examination or are waiting for PHS results to be reviewed with the employee's private physician. To qualify for the adjusted deadline the below conditions must be met. The new mutually agreed to deadline is 03/02/2022.

1. The member has a physical scheduled or proof of attempt to schedule with Health Force prior to 12/31/2021.
2. The member has proof of scheduling and completion, with their private physician, the follow up appointment to go over PHS or Health Force results. Scheduled by 12/31/2021 and completed by 03/02/2022.
3. The member has completed the Peer Support and Peer Fitness portions of the check off prior to 12/31/2021.
4. The member has notified the Health and Safety officer in writing by 17:00 on 12/31/2021 of their intent to participate in the 2022 Wellness Incentive.

Qualified employees meeting the conditions of this LOU will receive the wellness incentive retroactively to begin 01/01/2022.

Fire Chief Kevin O'Brien

Date

Union President Craig Fisher

Date



Collective Bargaining Agreement

By and Between

Snohomish Regional Fire and Rescue (SRFR)

AND

International Association of Firefighters (IAFF)

Local 2781 for

Represented Chief Officers

January 1, 2020 through December 31, 2022

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PREAMBLE

This agreement is entered into by and between Snohomish Regional Fire and Rescue, **hereinafter referred to as the "District" or "Employer" and the International Association of Fire Firefighters, Local 2781 for Represented Chief Officers, hereinafter referred to as the "Union". Individuals of the Bargaining Unit shall be referred to as "Employees".**

The purpose of this Agreement is to set forth the understanding reached between the parties to promote and to provide for equitable adjustments of differences that may arise, and to establish agreed upon standards for wages, hours and working conditions.

ARTICLE 1 – Recognition

Section 1.1 – The District recognizes the Union as the exclusive bargaining representative for all full time uniformed career Battalion Chiefs of Snohomish Regional Fire and Rescue, excluding any Deputy Chiefs, Assistant Chiefs, and the Fire Chief.

ARTICLE 2 – Non-Discrimination

Section 2.1 – Neither the District nor the Union shall, contrary to any provisions of the law, discriminate against an employee because of age, sex, marital status, race, creed, color, sexual orientation, national origin or disability or any other protected class as identified in state and federal law.

Section 2.2 – The District agrees not to discriminate against any employee for their membership in, or lawful activities on behalf of the Union.

ARTICLE 3 – Union Security

Section 3.1 – All employees covered by this Contract shall have the right to become or remain as **members of the Union. This will be accomplished by an "opt in" or an "opt out" letter. The employee will make** the choice of being in the Union or not. If opting in, then each employee shall tender dues and initiation fees uniformly required as a condition of membership.

The Union will be provided access to all new employees represented by this Agreement within the first fifteen (15) days of employment. Such employees will be presented with the benefits of Union membership and will be offered voluntary

enrollment in the Union. The Union will present a signed notification to the District of voluntary member enrollment.

Employees opting out will knowingly not be eligible for certain benefits through affiliation with the Union. Subsequently, the employee will not have any dues or fees withheld from their paycheck.

Section 3.2 – All employees who opt in to the Union shall have the opportunity to remain members for the term of this Agreement consistent with applicable laws and IAFF Constitution and Bylaws.

Section 3.3 – Upon receipt of the written and signed form from the employee authorizing payroll deduction, the District, each pay period, shall deduct fifty percent (50%) of the monthly Union dues payable to the Union from all Union members to **the Union from each such individual's pay. Once each month the District shall issue a check to the Union equal to the amounts withheld for Union dues.**

Section 3.4 – The Union agrees to hold the District harmless from any claims filed by the employee(s) **against the District arising out of the District's activities to enforce** the provisions of this Article except those caused by negligence of the District.

ARTICLE 4 – Prevailing Rights

Section 4.1 – All rights, privileges and working conditions enjoyed by the employees at the present time which are not included in this Contract shall remain in effect, unchanged and unaffected, during the term of the Contract unless changed by mutual consent. Any conflicts relating to prevailing rights shall be discussed at the joint communication meeting.

ARTICLE 5 – Management Rights

Section 5.1 – Any and all rights concerned with the management and operations of the District are vested exclusively in the District unless otherwise provided for by the explicit terms and conditions of this Agreement. By way of example, the District has the authority to adopt reasonable rules for the operation of the District and the conduct of its employees; to discipline or discharge employees for just cause; to lay off employees due to financial reasons; to transfer and promote employees; to assign work and determine job content and job duties of employees; to schedule hours of work; to determine the number of personnel to be assigned to duty at any time; to establish reasonable performance and productivity standards; to introduce and use new, improved, or automated methods and equipment; to establish and/or revise the methods, processes, and means of providing departmental services; to build, move,

or modify its facilities; and to take action on any matter in the event of an emergency.

ARTICLE 6 – Union Business

Section 6.1 – Two (2) members of the negotiation team shall be allowed time off with pay for meetings; provided, however that the District and the Union shall cooperate in scheduling negotiation sessions so as to minimize the cost to the District.

Section 6.2 – The Union shall be allowed to conduct one Union meeting, on the third Monday of each month, at the designated, previously agreed upon Union hall or fire station. The meeting time shall be 09:00-10:30. On duty Union members shall be allowed to view the union meeting, from their assigned station quarters, by way of online video streams or other equivalent means, online video streams shall be at the **Union's expense. On duty personnel shall be required to respond to emergency alarm** activity. No training, tours, etc., shall be scheduled between the hours of 09:00 to 11:00 on those days. The Union may schedule special meetings, as needed, only if mutually agreed to by the Union and the Fire Chief. On the days of Union meetings the scheduled workday shall be extended to 18:00 hours.

Section 6.3 – The Union shall provide standard bulletin boards for use of the Union at each manned fire station in convenient locations approved by the District, and accessible to employees.

Section 6.4 – The Union shall provide an accurate copy of the current contract and by-laws to each new employee on or before their first date of membership to Local 2781.

Section 6.5 – The President, Vice-President, Secretary, Treasurer, or one additional member selected by the Union President, for a total of four, shall be granted a total of 144 hours leave per calendar year (these hours are for both the base agreement and the IAFF Local 2781 represented chief officers agreement) to attend IAFF sponsored events such as WSCFF and IAFF Conventions, IAFF/WSCFF educational seminars. A maximum of two positions may be off at a time. Time off shall not incur or create any overtime liability to the District. If OT is incurred or created, at the time of the request, the Union shall be charged at the rate of one and one half (1 ½) hours, applied towards the 144 hours of leave per calendar year, for each hour of OT incurred.

Section 6.6 – One person from the Union Executive Board shall be allowed to attend Commissioner Meetings, in person or by video conference, if on duty. That person shall remain in-service with their apparatus during the meeting and only be required to leave in the event of an emergency. Typically this shall be the President of the Union, but in

the event he/she is unable to attend, a designee (from the Executive Board) may attend in their place.

ARTICLE 7 – Health Care

Section 7.1 – The District agrees to provide a Major Medical Plan to include Vision and Dental care throughout the life of this contract. The District shall pay **100% of the employee's and dependent coverage in the plan listed in 7.1.1. The** Union and District shall have the right to reopen this section, 7.1, and its subsections, during the 2020 - 2022 contract years, provided that sufficient advanced notice is given to the District so as to allow opting out of the current plan for the succeeding contract year or years should the parties agree to that in bargaining.

Section 7.1.1 – The District agrees to provide the Dental Plan provided by the Washington Fire Commissioners Association.

Section 7.1.2 - The Union agrees that the Major Medical and Vision Plan be the LEOFF Health and Welfare Trust, hereafter referred to as The Trust, Plan B. The Union also agrees to allow all employees of the District to also enroll in insurance through the Trust. Active Fire Commissioners also are able to take advantage of the Medical Plan as long as they serve in that capacity.

Section 7.1.3 –The cost savings between the former medical plan and the current plan is so substantial, the District agrees to return cost savings to the employees in the following manner.

Section 7.1.3.1 – Each single employee shall have \$3000.00 per calendar year placed into their VEBA account. This shall be made in equal contributions monthly (\$250.00) coinciding with their enrollment level in the Medical Plan.

Section 7.1.3.2 – Each employee with dependent(s) shall have \$6000.00 per calendar year placed into their VEBA account. This shall be made in equal contributions monthly (\$500.00) coinciding with their enrollment level in the Medical Plan.

Section 7.1.3.3 –Employees whose dependent(s) status changes during the year shall have the monthly contribution amounts adjusted accordingly. Employees have the obligation to notify the District of such changes.

Section 7.1.4 – If there are any significant political or monetary changes that affect this plan, both parties agree to negotiate this issue.

Section 7.2 –Intentionally Left Blank

Section 7.3 – The District shall contribute up to \$45.00 per month, per employee, enrolled in the Plan A Short Term Disability Program selected by the District and the Union, providing twenty-four (24) hour a-day coverage, and with no more than a thirty (30) day waiting period. The employee shall pay for the Plan B coverage provided under the Plan. The program currently selected is the Washington State Council of Firefighters LEOFF II Disability Plan (Plan A and B).

Section 7.4 - The District agrees that if an employee covered by this Contract becomes disabled and unable to work, then that employee may, in fact, take off time to the extent that the employee has accrued unused sick leave, holiday time, or vacation time, to satisfy any waiting or elimination period on the disability policy provided by the District. While on disability the Employee shall accrue sick leave, holiday and vacation time for the first six (6) months.

Section 7.5 – Physical fitness. The District agrees to encourage active participation in an ongoing physical fitness program for its employees. All employees shall be granted one hour per working day for the participation in the program. The employee shall have the responsibility to schedule the one hour of physical fitness during the normal work day between the hours of 0800 and 1700 hours. The exercise period shall not interfere with emergency responses. During the time granted for physical fitness, employees shall participate in the physical fitness program or be in uniform conducting Fire District business.

The annual physical examination provided by the District shall serve as medical clearance for participation in the physical fitness program.

Any additions or changes to the physical fitness program shall be first reviewed by a joint committee between the District and the Union.

Section 7.6 – (The District and the Union agree to the concept of enhanced cancer and presumptive disease testing and screening and shall work collectively to provide a comprehensive annual physical. As potential testing and screening options become known to the District, the District and Union shall meet to discuss adding such items to the annual physical. This enhancement review of the annual physical shall be conducted annually at the request of either party. An annual physical shall be performed on each employee. The annual physical shall be performed by Professional Health Services, Inc. (PHS), or other mutually agreed health provider, based off the information provided to L2781, including the personal wellness profile. PHS shall perform no respiratory fit testing. The District shall assume all expenses associated with this physical. Appendix A is the physical used by PHS.

In the event that an employee cannot attend the physical on the date scheduled (i.e. AL, shift trade, SL, etc.), that employee shall have their annual physical scheduled with

HealthForce or other mutually agreed upon provider by the District and Union, which shall complete the fit for duty form (Appendix B).

All new employees shall have their pre-employment physicals through HealthForce or other mutually agreed upon provider by the District and Union.

ARTICLE 8 – Substance Abuse

Section 8.1 – The District and the Union jointly recognize that alcohol and drug abuse problems can create a serious safety hazard and constitute an illness that can be debilitating. The District may require screening an employee where it has reasonable suspicions to believe said employee is under the influence of alcohol or drugs while at work.

Section 8.2 – The District agrees not to discipline an employee who voluntarily comes forward or one who is involuntarily brought forward. In such cases, and in both instances, the employee's condition shall be treated as the illness it is. The employee shall be given an unpaid leave of absence, once sick leave and other leaves have been exhausted, of sufficient duration as determined by competent medical personnel, to treat his/her problem.

ARTICLE 9 – Sick Leave

Section 9.1 – Sick Leave is accrued and intended to provide coverage for employees, and their family members or other qualified individuals as established by state or federal law, who become injured or ill and/or require care for a health condition. Employees working forty (40) hour workweek shall accrue twelve (12) hours of sick leave per month. Employees working twenty-four (24) hour shifts shall accrue fourteen (14) hours of sick leave for each calendar month of service. Employees shall be allowed to accrue up to and carry over a maximum balance of 1240 hours of sick leave. On January 31st of each year, any hours over such limit shall be cashed out in accordance with Article 37.1. Employees whose balances exceeded the 1240 maximum were grandfathered at their sick leave balance at the time of ratification of the 2017-19 agreement. Employees of Lake Stevens Fire (prior to the merger) whose balances exceeded the 1240 maximum were grandfathered at their sick leave balance at the time of the ratification of the Bargaining Impacts agreement. If on January 1st, **the employee's ending balance is less than their** grandfathered balance, the grandfathered bank shall be reset to the new lower balance. At such time that it is reduced to 1240 hours or less, the balance shall not exceed 1240. Employees with balances in excess of 1240 may elect to cash out any and all hours over the 1240 maximum in accordance with Article 37.1. Final balances shall be determined after January 15th to allow for the inclusion if any end of year leave usage.

Section 9.1.1 - Employees shall be given 120 hours of sick leave upon employment, however shall not accrue any additional sick leave until the employee's twelve (12) month employment anniversary date.

Section 9.1.2 - The District shall maintain a health and wellness program that establishes a mutually agreed upon Wellness Incentive Program Check-off Sheet (Appendix C). All elements are to be completed within the same calendar year. If the employee completes the program check off requirements and turns the incentive check off into the Districts Health and Safety Officer by December 31st, then that employee shall qualify for an additional one half (0.5%) of a percent matching (to be paid by the District) **of the employee's** base salary per month in the Deferred Compensation Program for the following calendar year. Matching contributions shall begin January 1st and go through the end of the year for employees that meet the check off requirements prior to the December 1st deadline of the preceding year. Employees must meet the check off requirements annually and by the **established deadline to qualify for the following year's contribution.** If the results from the annual physicals are not given to the employee by November 1st, then the District and Union will meet to discuss the December 31st deadline to turn in the Wellness Incentive check off form.

Section 9.2 – To qualify for sick leave, the employee must call the Deputy Chief of Operations or designee at least one hour prior to the beginning of the work shift, or if already at work, anytime during the shift. The District may require the employee to obtain a "Physicians Release to Return to Work" (1) prior to the employee returning to active duty after more than three consecutive shifts of sick leave use , and/or (2) if **the employee's absence for illness or injury is greater than thirty (30) calendar days.** The releasing physician shall be board certified in the area pertaining to the illness/injury. Employee may use a physician of their choice.

Section 9.3 – Employees seeking to return to duty after extended absences resulting from any reason shall be released to full duty in accordance with the provisions of their job description and upon completion of the return to duty release approval form attached as Appendix D to this agreement. Extended absences as described in this section shall be for 90 or more calendar days. Medical release shall be as determined **by a medical doctor of the employee's choice who is board certified in the area** pertaining to the injury or illness. Employees shall be released and scheduled for duty by the Operations Chief or designee after receipt of the medical release approved by the medical doctor, the completion of the return to duty release form, and the forwarding of that form to the personnel administrator to be included in the employees personnel file and notification has been made to the employees immediate supervisor advising of the return to duty status. When an employee is off, for any reason, for 90 consecutive days or more, they shall be assigned to the Training

Division on the day shift, until successful completion of the return to work check off sheet as mutually developed by the District and the Union.

Section 9.4 – In the event of a catastrophic illness or injury causing an employee an extended recovery, which uses up all their benefits, employees can donate sick leave to the affected employee. Sick leave donation shall be calculated on a month-to-month basis. The District and Union shall identify the needed hours per month and divide the needed hours among the employees voluntarily contributing to the member. In order to be eligible for a sick leave donation, the employee must apply for and/or invoke all paid leaves and benefits available to them (e.g. short and/or long term disability, Labor & Industries, Paid Family Medical Leave, etc.) To remain eligible to receive sick leave donations, the employee must submit any other form of time loss reimbursement they receive to the District within five (5) days of receipt; where it shall be used to buy back sick leave.

Section 9.5 – In the event that an employee is off work as the result of a non-job related injury/illness the employee may apply for light duty assignment after; **1. The employee has been on sick leave for three (3) consecutive shifts, 2. The employee's physician furnishes the HR Department with a completed copy of the Department's "Work Restrictions for Modified/Light Duty Work Assignment form.** Light-duty assignment(s) are subject to work availability and at the sole discretion of the District. If the employee cannot work light-duty they must notify the District in writing (physician note). The employee shall not be required to work light-duty if they have adequate sick leave or annual leave available to them. In the event the employee is receiving donated sick leave from the membership, they shall be required to work light duty (if able) if offered after the 30-day waiting period. In the event the injury/illness is job related, the employee shall not have the 30-day waiting period for light duty assignment.

Section 9.6 – Upon separation from service the employee shall utilize their unused sick leave by rolling their remaining amount at one dollar (\$1.00) on the dollar (\$1.00) into their Deferred Compensation Program up to the annual contributions limits with any remaining funds being issued to the employee.

ARTICLE 10 – Working Hours and Shifts

Section 10.1 – The District and the Union recognize that employees covered by this Contract may be working in a standard eight (8) hour shift, a standard nine (9) hour shift, a standard ten (10) hour shift, or a standard twenty four (24) hour shift, or any other shift as mutually agreed upon in writing by the Union and the District.

Section 10.2 – The standard eight (8) hour shift shall consist of five (5) consecutive workdays, followed by two (2) days off. The standard schedule shall begin at 0800 hours on Monday and shall run until 1700 hours with one (1) hour for lunch. (This shift shall apply for those employees assigned to light duty activities only).

Section 10.3 – The standard nine (9) hour shift shall consist of five (5) consecutive workdays, followed by two (2) days off. The standard schedule shall begin at 0800 hours on Monday and shall run until 1700 hours. The nine (9) hour day shall be broken down into an eight (8) hours of regular pay plus one (1) hour of overtime.

Section 10.4 – The standard ten (10) hour shift shall consist of four (4) consecutive work days followed by three (3) days off. This standard schedule shall normally begin at 0700 hours until 1700 hours or as mutually agreed upon by the Union and the District. This shift may also be offered to employees assigned to light duty activities as well.

Section 10.5 – The standard twenty-four (24) hour shift shall begin at 0800 hours on the specific day established by the District and such employees shall be on duty for twenty-four consecutive hours. The shift schedule shall be a Four Platoon system. The schedule shall be 24-hours on, 24-hours off, 24-hours on, 120-hours off.

Section 10.6 – Under the terms of the Fair Labor Standards Act the Employer and the Union do hereby agree that the work period for employees covered under this Contract shall be forty (40) hours in a seven (7) day cycle or one hundred eighty-two (182) hours in a twenty-four (24) day cycle.

Section 10.7 – The Union and the District agree that any employee covered under this contract on off duty hours is not required to remain in the range of the Fire District alarm system and is not required to respond to any alarms.

Section 10.8 – Employees who are required to move to multiple stations in a single shift and are required to use their private vehicles to do so while on duty for District business, shall be compensated by the federally established rate.

Section 10.9 – Intentionally Left Blank

Section 10.10 – Intentionally Left Blank

ARTICLE 11 – Shift Exchange

Section 11.1 – Any employee, with the exception of Probationary (new to the District), covered under this Contract may exchange shifts with any other employee of equal rank or acting qualification. Such exchanges require standardized notification and

approval by the Deputy Chief of Operations or designee, prior to the shift being requested to exchange with at least 24 **hours' notice** in advance of the exchange. Shift exchanges shall not result in the accrual of overtime (excluding comp time hours taken during a shift exchange) and / or acting pay.

Section 11.1.1 - When required by an unforeseen emergency that arises immediately and unexpectedly, such shift exchanges may also be approved by the Deputy Chief of Operations or designee, with less than twenty-four (24) hours advance notice. Hours exchanged are the sole responsibility of the employee agreeing to work the shift except as provided below. It is the responsibility of the employee requesting the shift exchange to make up all missed training.

Section 11.1.2 – Denial of Shift Exchanges – Shift Exchanges may be denied by the District for the following reasons:

1. For secondary employment with another agency providing fire and/or EMS services.
2. When at the time of the request, training or activities are scheduled that cannot be made up by the employee (e.g. required live fire training, company evaluations etc.).
3. Exceeding forty-eight (48) hours of shift exchange per calendar month per employee, and except in the case of emergency as determined by the Deputy Chief of Operations or designee, no employee may work (excluding overtime) more than seventy-two (72) consecutive hours between any two (2) days of regular assigned work.
4. The shift exchange exceeds ninety-six (96) hours of shift exchange time off between any two days of regularly assigned work. Leave banks and/or accrual use do not count as days worked for the purposes of this Article.
5. When at the time of request, the shift exchange adversely affects staffing, or significantly affects/impacts the operations of the District and is not in the best interest of the District.

Section 11.2 – When a shift exchange is approved as set forth herein, the employee who agrees to a shift exchange, through the department scheduling platform, they take full responsibility for the shift. In the event of any change of shift status or position assignment for an employee who owes a shift trade, no change shall occur without first fulfilling their obligations regarding the shift trade/exchange.

Section 11.3 – An employee may request, once per year, up to one hundred and sixty-eight (168) hours of consecutive shift exchange leave, and such a request shall not be unreasonably denied. Consecutive hours of shift exchange leave are counted

and included as hours of shift exchange leave in Section 11.1.2 Part 3 for the calendar month in which they are scheduled.

Section 11.4 – An employee who agrees to a shift exchange and subsequently fails to complete the exchange shall be responsible for the hours agreed to as follows:

Section 11.4.1 An employee who fails to report for an agreed upon shift exchange shall be charged the equivalent incurred cost of the District for replacement out of their annual leave, holiday leave, or comp time bank on an hour for hour basis.

Section 11.4.2 If an employee responsible to work an exchange goes on approved disability, L&I, PFML, FMLA or Sick Leave before fulfilling that **obligation, the employee shall be charged from that employee's leave bank as** if they were working their normally assigned shift.

Section 11.5 – All shift exchanges, including request and approval, shall be administered consistent with and subject to District Policy.

ARTICLE 12 – Stand By

Section 12.1 – Standby during a shift is allowed as long as the employee standing by is qualified for the position as outlined in ARTICLE 11, and standardized notification of the Shift Officer has been completed. Standby shall be defined as less than four (4) hours. Any hours above that shall be subject to standard rules of a shift exchange. Employees scheduled to work are solely responsible for the time scheduled.

Section 12.2 – The on duty employee being asked to stand by does not have an obligation to do so and cannot be held accountable or disciplined for finishing out their regularly scheduled shift and leaving the work place on time.

Section 12.3 – In non-emergent situations (e.g. daily staffing, special events such as community events) the District shall use the regular agreed upon call back process. In emergent situations, unforeseen extended incidents (e.g. Hazardous material incidents, Technical Rescues, Fire of 2nd alarm and greater, mass casualty incidents **etc.) the District will use callback lists or groups as established in the District's staffing** program. Examples of groups are:

- Specific Stations
- Hazardous Material Technicians
- Rescue Technicians
- State and Federal Mobilization Personnel
- Rescue Swimmer
- Swift Water

Responding personnel would be compensated according to the CBA. All utilization of this callback system would be evaluated for its effectiveness and continued use.

ARTICLE 13 – Supplementary Leave

Section 13.1 – Jury Duty: Employees shall be granted leave to perform jury services and while performing such service shall receive their regular rate of pay, less any compensation received for regularly scheduled duty days while serving jury duty. Employees are required to report for work during all hours they are released from jury service. If less than two (2) hours remain from time of release to end of regular shift, employees shall call their supervisor for instructions.

Section 13.2 – Leave of Absence Without Pay: The District agrees that, if in the opinion of the Fire Chief, and with the approval of the District, it would be in the interest and welfare of the employee, any employee covered by this Contract may be granted a leave of absence without pay for a period not to exceed one (1) year, unless otherwise agreed through a letter of understanding. No leave of absence shall be granted to any employee covered under this Contract until such employee has first utilized all of his/her unused vacation and holiday time. Vacation, sick leave, and holiday benefits shall not accrue during leaves of absence without pay.

Section 13.3 – Bereavement Leave: Employees shall be entitled to bereavement leave in the event of the death of an employee's mother, father, brother, sister, spouse or domestic partner, child or legal dependent, grandparent, mother-in-law, father-in-law, or step-family equivalent to the above named, **or those who stood "in loco parentis"** role. Employee may receive up to forty-eight (48) hours for twenty-four (24) hour shift employees and up to forty (40) hours for day shift employees, at the discretion of the Fire Chief or their designee, per incident. Any time beyond this amount required because of travel or extenuating circumstances shall be at the discretion of the Fire Chief and must be approved in advance. Excess time allowed may be drawn from any accrued leave bank. If no accrual banks are available, leave without pay may be utilized. Bereavement leave shall be approved in advance by the Fire Chief or his designee on an as-needed basis.

Section 13.4 – Employees required to testify on their day off before any court, judge, justice, or magistrate on job related issues shall first notify the District by way of providing a copy of the order to appear, and such time shall be considered as time worked for purposes of determining overtime.

Section 13.5 – Medical Leaves: Employees who satisfy the eligibility requirements are entitled to federal and state leaves regarding medical conditions for themselves and/or family members as well as qualifying bonding time with dependents as

identified by the applicable law. Employees are encouraged to contact Human Resources with any questions regarding available medical leaves.

13.5.1 – Family and Medical Leave Act (FMLA): Employees may receive up to (12) weeks of unpaid leave during any (12) month period to care for a new child (by birth, adoption or foster care); to care for a child, spouse or parent with a serious health condition; or the employee's own serious health condition. Leave is unpaid, except that accrued vacation, holiday leave or sick leave may substitute the absence at the request of the District or the Employee. Health benefits (medical, dental and vision) shall be continued during the leave at District expense. Employees must provide a (30) day advance notice of leave to care for a new child or planned medical treatments, except for unforeseeable circumstances. If (30) days' notice is not given, and the need and timing of the leave were clearly foreseeable, the District may delay the leave (30) days. Return to work guidelines as established by FMLA shall apply.

Part-time or intermittent leave is required if medically necessary (does not apply to care for a new child unless the child has a serious health condition or the District agrees).

13.5.2 – Paid Family and Medical Leave (PFML): PFML is a paid leave. Leave duration varies dependent on the situation(s) from up to 12 weeks to 18 weeks. The weekly benefit amount shall be consistent with the state plan. Employees may only use their leave banks to supplement PFML when they are on an approved short-term disability claim. The combination of PFML benefits, short-term disability payment and leave supplement shall **not exceed the eligible disabled employee's normal compensation.** When an employee invokes PFML, they are also invoking FMLA. FMLA shall run concurrent with PFML. As with FMLA, employees are required to provide at least 30 days written notice before taking the leave if it is foreseeable; otherwise, they must provide notice as soon as is practicable to the Human Resources Division. The District will maintain health benefits while the employee is on leave.

ARTICLE 14 – Vacation

Section 14.1 – The District agrees that any employee covered under this Contract shall be entitled to the following vacation, with pay, effective January 1st of each year as follows:

<u>Length of Service in Months</u>	<u>Hours</u>	<u>Shifts</u>
0 - 12 Months	48	2
13 - 24 Months	96	4

25 - 60 Months	120	5
61 - 96 Months	168	7
97 - 144 Months	192	8
145 - 204 Months	216	9
205 - 228 Months	240	10
229 - 252 Months	264	11
253 - 300 Months	312	13
301 - Months and thereafter	336	14

Section 14.2 – Intentionally Left Blank

Section 14.3 – Vacation time shall be accrued on a monthly basis for the purposes of determining vacation liability. Vacation time shall not be cumulative from year to year. Cashed out vacation days shall be compensated at the employee's regular hourly rate of pay.

Section 14.4 – Vacation schedules shall be submitted on a form provided by the District prior to December 15th of each year. Vacations shall be approved and scheduled by the District by December 31st of each year. In the event a scheduling change is deemed necessary said change must be mutually agreed upon by the employee and the District. Any changes to vacation that affects sell back shall be turned in to the District by November 1st of that year. The Chief has sole discretion to allow for exceptions due to employee emergencies.

Section 14.5 – Seniority, and not rank, shall determine the order in which employees choose their Vacation/Holiday/Debit Day schedule on or near December 15th of each year or as mutually agreed upon by the Union and District. 24-hour shift personnel shall be allowed to schedule a total of six (6) picks per rotation. Picks shall be scheduled for 24 hours. For the purpose of AL picks, Debit days are counted as a part of the employees regularly scheduled shift assignment. Day personnel shall schedule three (3) weeks off per rotation. All employees shall be granted all their time.

Section 14.5.1 – Intentionally Left Back

Section 14.6 – Vacation/Holiday change requests shall be made with at least twenty-four hours (24) notice through a standardized notification process on the forms provided by the District. Final approval by the Deputy Chief of Operations or designee shall be necessary to make changes in scheduling.

Section 14.7 – Any Vacation/Holiday time that is scheduled must be taken. The time scheduled can be moved to a different day, only as outlined in Section 14.6 but cannot be sold back unless approved by the Deputy Chief of Operations or designee.

Section 14.8 – The Union shall be responsible for the coordination of Vacation/Holiday picks.

Section 14.9 – Employees may choose to sell back their accrued Vacation/Holiday leave hours. All Vacation/Holiday hours requested to be sold back for cash shall be **submitted with the employee's annual leave request prior to December 15th** of each year. The employee requesting Vacation/Holiday hours sellback may split the hours to be sold back between their end of June paycheck and their end of December paycheck, or all sell back hours may be requested on their end of December paycheck. No more than 50% of the employees allowed hours can be sold back in June.

ARTICLE 15 – Holidays

Section 15.1 – Employees covered under this Contract shall be granted a total of one hundred and twenty (120) hours of holiday time effective January 1st of each year and shall schedule such time in the same manner as outlined in Section 14 of this Contract. Holiday time shall be granted at straight time for the recognized holidays listed below. Employees working a recognized holiday shall receive straight time.

New Year's Day

Martin Luther King, Jr. Day

Presidents Day

Memorial Day

Independence Day

Labor Day

Veteran's Day

Thanksgiving Day

The Day after Thanksgiving

Christmas Eve

Christmas Day

New Year's Eve

Section 15.2 – Holiday time shall be accrued on a monthly basis for the purposes of determining holiday liability. Holiday time shall not be cumulative from year to year. Unused holiday time shall **be compensated at the employee's regular rate of pay.**

Section 15.3 – Holiday leave hour sellback shall be done consistent with Section 14.9.

Section 15.4 – All employees shall be allowed two unpaid holidays per calendar year for reasons of faith or conscience or for an organized activity conducted under the auspices of a religious denomination, church, or religious organization. (ref; Chapter 168, Laws of 2014, and further defined in WAC 82-56-020 and 030).

Request for unpaid holidays (described above) shall be made at least one (1) shift in advance, meaning the shift he/she is assigned to, through a standardized notification process on the forms provided by the District. Final approval by the Deputy Chief of Operations or designee shall be necessary to make changes in scheduling. In the event the request for unpaid holiday causes the staffing to fall below the constant staffing level established by the District, overtime coverage for the position is allowed and must be confirmed prior to final approval.

These two additional holidays do not qualify for sellback, cannot be donated to other employees and the time is not cumulative from year to year.

ARTICLE 16 – Wage Rates

Section 16.1 – The District agrees that employees covered under this Contract shall be paid a monthly wage as outlined in Article 23. Employees shall be paid on the 15th and the last working day of each month. When the normal pay day falls on a weekend, the employee shall be paid on the preceding Friday.

Section 16.2 – Any employee who is scheduled to fill a position out of their normal job classification shall receive the scheduled acting pay rate for that position.

Section 16.3 – For the purpose of payroll, when an employee receives a pay increase or decrease, for any reason, the associated pay change shall follow the effective dates below:

Promotions & Longevity: Effective 1st of the month that the change occurs.

All other pay changes: Effective the 1st day of the pay period following the effective date of the change.

ARTICLE 17 – Overtime Pay

Section 17.1 – Overtime pay rates shall be effective for all employees covered by this Contract who have worked over forty (40) hours in a seven (7) day cycle, or one hundred eight-two (182) hours in a twenty-four (24) day cycle, depending on which cycle they have been assigned.

Section 17.2 – Approval of the Deputy Chief of Operations, or designee, shall be required before any employee may work overtime, providing however, unless the employee is on emergency services and has not been relieved.

Section 17.2.1 – In the event that a employee's **station assignment is changed with less than 24 hours' notice, the moved member shall be eligible for overtime** (as outlined in 17.2) beginning once they arrive at their regular assigned station to pick up their gear until their regularly assigned shift begins (up to a maximum of one (1) hour per shift). The moved employee's **regular shift shall remain 08:00 to 08:00**.

Section 17.3 – In the event overtime is not an extension at the beginning or end of a normal shift, the minimum payment shall be for two (2) hours at the rate of one and one half (1 1/2) times the regular rate of pay; provided, however, that if an employee is called subsequently and within said two (2) hour period, the calls shall be deemed merged into one overtime period. Nothing herein shall be deemed to infringe upon the rights of the District, through the on-duty Chief, to determine specific personnel, the number of personnel and to designate those employees who are to be returned to an on-duty status.

Section 17.4 – Overtime shall be at the rate of one and one half (1 1/2) times the employees regular rate of pay and shall be paid on 15 minute increments of time, except as provided in Section 17.3.

Section 17.5 – It shall be the responsibility of the Union to establish the Overtime Call in Procedure and communicate any changes to the District.

Section 17.6 – When a bargaining unit position opens from illness or injury, and that opening causes staffing to fall below the established "**constant staffing**" minimums, that position shall be filled with employees per the call-in procedure.

Section 17.7 – When hiring overtime, the position must be filled per the overtime call in procedure. If above constant staffing levels, qualified employees (Section 33.3) **may be moved to that position in the "acting" role**. If the vacancy occurs less than 24 hours before the start of the shift and staffing has fallen below the constant staffing level, the position shall be filled according to the rank required to fill the vacancy.

Section 17.8 - When an employee works an overtime shift the employee shall choose to be compensated in one (1) of two (2) ways.

- A. **One and one half (1 1/2) times the employee's regular rate of pay.**
- B. The employee may accrue a bank of comp time to be used during the year. The comp time bank will accrue at one and one half (1 1/2) times the hours worked. On December 31st of the current year all employees

will have their comp time banks cashed out down to one hundred-twenty (120) hours.

- Only Option A is available to the employee in the event the overtime is caused from another employee taking comp time.
- Only Option A is available to the employees working or backfilling for State or EMAC mobilizations.

Members are allowed to transfer comp time hours from their own comp time bank to another members comp time bank, at straight time, in exchange for hours worked.

ARTICLE 18 – Educational Incentive Plan

Section 18.1 – The District shall support and sponsor the employee to the Executive Fire Officer program offered by the National Fire Academy.

The District shall **reimburse an employee's tuition expenses** (tuition, books and required class expenses) incurred for up to (2) approved classes per quarter leading to any fire/EMS related Bachelor or Master degree upon submission by the employee of proof of successful completion of the approved courses, if the following conditions are met:

- A. The class is included in the curriculum at an accredited College approved by the District; and
- B. The employee attains a grade of "C" (or 2.0), or better. (In any class where pass/fail is used as a grading certification, a "pass" grade must be attained).
- C. All books for the above approved classes shall be provided by the District. Upon completion of the course, the employee shall return the books to the District. Lost or stolen books shall be the responsibility of the employee.
- D. Newly hired employees, while on probation shall not be eligible for the educational incentive offered by the District.
- E. All requests for reimbursement of tuition expenses must be submitted within 12 months of completion of the class.

Section 18.2 – The District shall reimburse mileage at the current federal rate per mile for all travel incurred in the employee's personal vehicle to attend training that is approved by the District and is necessary to retain certifications. Mileage shall be calculated **per the District's travel policy**.

ARTICLE 19 – Uniforms and Protective Clothing

Section 19.1 – Each new employee shall be furnished clothing pursuant to District standards. Thereafter, each employee shall be allowed replacement of work clothing as needed under a quartermaster system. Uniforms shall be worn according to District standards.

Section 19.2 – Changes in uniform standards shall be developed through a joint committee of management and labor who shall ensure that fire fighter safety and District image is maintained. The Committee shall meet every other year or more frequently as needed and consist of a maximum of two (2) employees elected every odd year from the Union and the program manager. Should the program manager be an individual not covered by this agreement, then a representative from the Represented Chief Officers group shall be added to the committee. Committee members, not already on duty, shall be compensated at the overtime rate.

Section 19.3 – The District shall furnish all protective clothing required.

Section 19.4 – The District shall provide a Class A uniform to employees in the Firefighter II or higher position. Replacement Class A uniforms shall be provided by and at the discretion of the District. The District shall pay for upgrades necessary to **comply with the District's Uniform Policy**.

ARTICLE 20 – Grievance Process

Section 20.1 – The purpose of this procedure is to provide an orderly method of resolving grievances. A determined effort shall be made to settle any differences at the lowest possible level in the grievance procedure. Meetings or discussions involving grievances or these procedures shall not interfere with regular duties.

Section 20.2 – Definitions:

- A. GRIEVANT: A grievant is an employee or, in the case of the Union's contractual rights, the Union.
- B. GRIEVANCE: A grievance is defined as a dispute involving the interpretation or application of the specific terms of this Contract.
- C. DAYS: Days in this procedure are calendar days, not including weekends or holidays.

Section 20.3 – Timeliness: Grievances shall be processed in the following manner and within the stated time limits. Time limits provided in this procedure may be extended only by mutual written agreement.

Section 20.3.1 – Failure on the part of the Fire District at any step of this procedure to communicate the decision on a grievance within the specific or mutually extended time limits shall permit the grievant to lodge an appeal at the next step of this procedure.

Section 20.3.2 – Failure of the grievant (employee or Union) to present or proceed with the grievance within the specified or mutually extended time limits shall render the grievance waived.

Section 20.4 – Representation: The Union shall act as the representative of the grievant at all stages of the procedure after Step 1. The determination of whether to process, settle, or drop such grievances shall be made exclusively by the Union.

Section 20.5 – Process:

Step 1: Informal Level - Written submission of grievance to supervisor. Within THIRTY (30) days following the occurrence of the event giving rise to the grievance, or THIRTY (30) days after the event is known, or reasonably should have been known, the employee shall attempt to resolve the grievance informally with the immediate supervisor. The immediate supervisor shall respond in writing within ten (10) days of the employee's presentations.

Step 2: Formal Level - Written submission of grievance to Fire Chief. If the grievance is not resolved informally, it shall be reduced to writing and submitted to the Fire Chief within ten (10) days after receipt of the informal response. The written grievance shall contain:

- A. A clear and concise statement of the alleged grievance, including the facts upon which the grievance is based.
- B. Reference to the specific terms of the Contract, which have been violated.
- C. Issues involved.
- D. Remedy sought.

The Fire Chief shall inform the employee and the Union, in writing, of the disposition of the grievance within ten (10) days of the presentation of the written grievance.

Step 3: Fire Commissioner Level - Written submission of the grievance to The Board of Fire Commissioners.

A. Individual Grievances: If the grievance is not settled at Step 2 and the grievant wishes to pursue the Grievance to Step 3, the grievant must file a grievance in writing within (10) days after the receipt of the Fire Chief's written response in Step 2 above. The Commissioners shall review the grievance with the parties involved and provide a written statement of the disposition to the grievant with a written copy to the Union, within fifteen (15) of receipt of the grievance.

B. Union Grievances: A grievance which the Union may have with the Fire District, dealing with the interpretation of terms of this Contract relating to Union rights, shall be commenced by filing, in writing, (in the format of Step 2 above) with the Commissioners. Such filing shall be within (30) days after the event is known, or reasonably should have been known. The Commissioners shall have fifteen (15) days from the receipt of the grievance to resolve it.

Step 4: Arbitration

If no settlement is reached in Step 3, the Union may request that the matter be submitted to an arbiter as hereinafter provided.

- A. Written notice of a request for arbitration shall be made to the Fire Chief within ten (10) days of receipt of the disposition letter at Step 3.
- B. Arbitration shall be limited to issues involving the interpretation or application of specific terms of this Contract.
- C. When a timely request has been made for arbitration, the parties shall attempt to select an impartial arbiter to hear and decide the particular case. If the parties are unable to agree to an arbiter within the ten (10) days after submission of the written request for arbitration, the provisions of paragraph (D) below shall apply to the selection of an arbiter.
- D. In the event an arbiter is not agreed upon as provided in paragraph (C) above, the parties shall jointly request the American Arbitration Association to submit a panel (9) arbiters. Such request shall state the issues(s) of the case and ask that the nominees be qualified to handle the type of case involved. When notification of the names of the nine (9) arbiters is received, the parties shall each independently strike from the list those unacceptable arbiters and shall rank, in order of preference, the remaining arbiters. The parties shall then meet and compare their lists. From among the mutually acceptable arbiters, the one with the lowest combined preference number shall be the arbiter. In the event of a tie between two (2) or more arbiters, a single arbiter shall be chosen by lot. In the event there are no mutually acceptable arbiters on the panel, the parties, in turn, shall have the right to strike a name from the panel until only one (1) name

remains. The remaining person shall be the arbiter. The right to strike the first name from the panel shall be determined by lot. In the event either party is dissatisfied with the credentials of the arbiters whose names are on the first panel offered by the American Arbitration Association, such party can summarily reject that panel and insist on a second panel. Selection must be made from the second panel.

- E. Arbitration proceedings shall be in accordance with the following:
1. The arbiter, once appointed, shall inform the parties as to the procedures which shall be followed.
 2. The arbiter shall hear and accept pertinent evidence submitted by both parties and shall be empowered to request, through subpoena if necessary, such data and testimony as the arbiter deems pertinent to the grievance and shall render a decision in writing to both parties within thirty (30) days, unless mutually extended, of the closing of the record.
 3. The arbiter shall be authorized to rule and issue a decision in writing on the issue(s) presented for arbitration which decision shall be final and binding on both parties.
 4. The arbiter shall rule only on the basis of information presented in the hearing and shall refuse to receive any information after the hearing, except by mutual agreement.
 5. Each party to the proceedings may call such witnesses as may be necessary in the order in which their testimony is to be heard. Such testimony shall be limited to the matters set forth in the written statement of grievance. The arguments may be supported by oral comment and rebuttal. Either or both parties may submit written briefs within a time period mutually agreed upon. Such arguments of the parties, whether oral or written, shall be confined to and directed at the matters set forth in the grievance.
 6. Each party shall pay any compensation and expenses relating to its own witnesses or representatives.
 7. All other costs related to this process, including the fees of the arbiter, shall be paid by the non-prevailing party.
 8. The total cost of the stenographic record, if requested, shall be paid by the party requesting it. If the other party also requests a copy, that party shall pay one-half (1/2) of the stenographic cost.

Section 20.6 – Binding Effect of Award: All decisions arrived at under the provisions of this article by the representatives of the District and the Union at Steps 1, 2, & 3, or by the arbiter, shall be final and binding on both parties, provided, however, that in arriving at such decisions neither of the parties nor the arbiter shall have the authority to alter this Contract in whole or in part.

Section 20.7 – Limits of the Arbiter: The arbiter cannot order the District to take action contrary to law.

Section 20.8 – Freedom from Reprisal: There shall be no reprisals against the grievant or others as a result of his/her participation in this process.

ARTICLE 21 – Positions Openings, Promotions, and Transfers

Section 21.1 – Position Openings

Section 21.1.1 – If a bargaining unit position opening occurs, and it is not filled within thirty (30) days, at Union request; the District shall notify the Union of its plans concerning the vacant position.

Section 21.1.2 – New hires shall be selected from the top five candidates of an eligibility list established from the results of a written examination, physical agility test and oral examination, subject to the results of medical examination, and criteria that may be otherwise applicable in this Contract, the rules and regulations of the Fire District, or as may be created and established by the District.

Section 21.1.3 – When the District proposes to fill a Represented Chief Officer position covered by this Contract with a lateral transfer from another fire department, then the District and the Union shall meet to discuss the need for such lateral transfer.

Section 21.2 - Promotions

Section 21.2.1 – It is intended that the District shall first look to those employees then employed by the District to fill any promotion within the bargaining unit. If no qualified bid is received from presently employed personnel, then the District may advertise said vacancy or opening, seeking qualified personnel applications from individuals not then employed by the District.

Section 21.2.2 – Promotional Testing Timelines

1. Notice of promotional examination shall be given at least ninety (90) days prior to the examination date.
2. Letters of intent shall be submitted to the Human Resources Director. Letters shall be submitted any time following the position announcement and seventy-five (75) days prior to the examination date.

3. Testing Materials shall be made available to the candidates at least sixty (60) days prior to the examination date.
 4. Completed Application Packets shall be submitted to the Human Resources Director. Packets shall be submitted any time following the position announcement and thirty (30) days prior to the examination date.
- * If stated timelines fall on a holiday or weekend then all dates adjust to the next business day.

Section 21.2.3 – Timelines for Testing – BC tests shall be conducted every two years. Other promoted positions and/or special assignment tests shall be done on an as needed basis. Testing shall be conducted in a spring test, unless the need for additional test dates arise and are mutually agreed upon by the District and the Union. The window for spring testing shall be April 15th to May 15th. If conflicts within the established testing windows arise, dates shall be adjusted by mutual consent. Tests are scheduled as follows:

BC – spring odd years (beginning 2019)

Section 21.2.4 - Each list shall be valid for a maximum of 24 months. A list shall expire after the maximum 24 months have passed *OR* until such time as a new successor list has been certified, whichever comes first. This is in addition to the established parameters set forth in Article 21.2.9.

Section 21.2.5 – Intentionally left blank.

Section 21.2.6 – The oral examination board for promotional examinations shall consist of persons from fire-related fields at equal or greater rank to the position being tested. External evaluators shall be the majority evaluators on all Oral Review Boards in accordance with the CBA. Internal evaluators shall be the majority on IMS and Practical sections of promotional exams as the skills and tactics being tested are specific to the organization. In the event that the District is unable to secure qualified external evaluators, the District and the Union shall meet to discuss the use of internal evaluators. Oral Board members may disqualify themselves from examining eligible candidates whom they know on a personal and/or professional basis. For any oral exam, the Union may appoint a representative to monitor the examination.

Section 21.2.7 – When two (2) or more candidates have the same composite score, preference on the eligibility list shall be determined by the order in which they entered the District.

Section 21.2.8 –All components shall be equally weighted regardless of the

number of test components and shall require a minimum 70%, in each component, to pass.

Section 21.2.9 – For each promotional position to be filled, the top three (3) candidates from the current eligibility list shall be submitted to the Chief. Should less than three (3) names remain on the list, however, the Chief may either: 1) make a selection from the names remaining, or 2) eliminate the list and request a new examination.

Section 21.2.10 – All promotional eligibility lists shall be published and posted at each fire station.

Section 21.2.11 – An applicant for a promotional position shall be able to review his/her results of any exam given by the District for up to 30 days after the list is established. Any employee exercising this right must agree to maintain the confidentiality of the exam questions and answers.

Section 21.2.12 – The Battalion Chief position has personnel management requirements*, therefore the promotional process shall consist of the following three (3) exam components:

IMS Scenario
Assessment Center
Oral Evaluation

***Exams evaluating an employee’s interpersonal skill set** shall continue to be utilized for any Battalion Chief opening and shall be administered after the eligibility list has been established.

Section 21.2.13 – Intentionally Left Blank

Section 21.2.14 – Intentionally Left Blank

Section 21.2.15 – Intentionally Left Blank

Section 21.3 – Transfers

Section 21.3.1 – If an opening occurs (excluding new positions) at one of the fire stations and this assignment is desirable to several existing members, then seniority, based on date of promotion shall determine who is allowed to transfer. No transfer shall force any member of the bargaining unit to also change station unless he/she agrees to such change. In the event of a shift or station re-bid, date of promotion shall define employee seniority.

Section 21.3.2 –Shift assignments within the District shall be rebid for the year 2018 by seniority in rank, beginning the ten (10) year cycle for shift assignment rebids. It shall be the responsibility of the District to outline the positional requirements per station and per shift to meet deployment objectives and it shall be the responsibility of the Union to conduct the rebid process.

ARTICLE 22 – Requirements for Employee Positions

Section 22.1 – The following is a description of the positions and the minimum requirements for the positions that any employee covered by this Contract must possess in order to either hold the position or be considered for such position. It is specifically agreed, however, that even though an employee may possess certain requirements for a position not held, an employee may not necessarily be considered or assigned to that other position, but may be assigned to the position pursuant to the other appropriate provisions of this Contract, and then only at the sole discretion of the Fire Chief and the District.

GRADE REQUIREMENTS

Battalion Chief – **Five (5) years’ time in grade as a Fire Company Officer OR 2 years’ time in grade as a division Captain and three years’ time in grade as a Fire Company Officer**; Completion of the Acting Battalion Chief Requirements Form; Associates Degree in Fire/EMS related field; IFSAC Fire Officer I/II; current Washington State Emergency Medical Technician – Basic (EMT-B) certificate. **Preferred qualification is a Bachelor’s Degree in a related field.** Any person holding the rank of BC at the signing of this contract shall be grandfathered and not be required to meet these requirements.

Section 22.2 – Upon promotion to the position of Battalion Chief mandatory decertification shall be required for any member holding the certification of Paramedic.

Section 22.3 – Employees shall not be denied promotions they are otherwise qualified for solely because they possess a special skill required for performance of their current position.

Section 22.4 – Intentionally Left Blank

Section 22.5 – Intentionally Left Blank

Section 22.6 - Voluntary demotion allows for the permanent reassignment to a previously held position, which is dependent upon the existence of an open position in

that rank. An "open" position shall be defined as a vacant authorized position, which may occur as a result of attrition, addition of positions, promotion, or demotion.

Section 22.7 – Chief Officers hired outside the bargaining unit are not eligible for voluntary or mandatory demotion.

Section 22.8 – Acting Requirements - The District shall have an established Acting Program. The District and the Union will work collaboratively on the Acting Program Requirements.

ARTICLE 23 – Salaries

Section 23.1 – (2020 – 4.0% fixed wage increase; 2021 – 2.0% fixed wage increase; 2022 – 3.0% fixed wage increase))

<u>Position</u>	<u>%</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Fire Fighter 3	100%	8401	8570	8828
Battalion Chief	142%	11929	12169	12536

Section 23.2 - Intentionally Left Blank

Section 23.3 – All members holding degrees on the list of approved degrees (see Appendix E) shall be given an additional compensation calculated off of Firefighter 3, with a one degree limitation. This compensation shall be two percent (2%) for AA/ATA or three percent (3%) for BA/BS. Effective January 1, 2022 for the BA/BS incentive.

Section 23.4 – Members of the regional Hazmat or Technical Rescue Teams shall receive additional compensation of one and one half (1.5%) percent of Firefighter 3 monthly. Team members shall be compensated at time and one-half their regular rate of pay for all hours worked or in training while off duty in participation on such teams. The District reserves the right to regulate the time spent in such activities. Participation in the Water Rescue team is not included.

Section 23.5 – Intentionally Left Blank

Section 23.6 – Intentionally Left Blank

Section 23.7 – Intentionally Left Blank.

ARTICLE 24 – Debit Days

Section 24.1 - The annual debit day obligation shall be two hundred and eighty-eight (288) hours per calendar year.

Section 24.2 – The Deputy Chief of Operations shall be responsible for the approval of debit assignments consistent with local, state and federal laws.

Section 24.3 – Members may voluntarily move debit days to help reduce overtime.

ARTICLE 25 – Labor Management Committee

Section 25.1 – It is recognized by both parties that good communication is important to everyone at the District. As such, it is agreed that representatives of the Union and representatives from the management of the District shall regularly meet to discuss matters of interest to each party. Such meetings shall be held every two (2) months or as otherwise agreed by the parties.

ARTICLE 26 – New Regulations

Section 26.1 – It is agreed that should NFPA 1500, or similar regulations, be adopted by the District, both parties shall agree to discuss the impact upon this, Contract. For those articles or sections, which are impacted, both parties shall agree to open this Contract to alter said articles for compliance. All other articles and sections shall remain as agreed upon in this Contract.

ARTICLE 27 – Reduction in Force

Section 27.1 – Should the District determine that conditions require a reduction in force; the following procedures shall be followed:

1. The District shall notify those personnel affected in writing up to sixty (60) days, but no less than thirty (30) days prior to any lay-off.
2. Lay-off of personnel shall be determined by seniority.
3. Prior to any decision of lay-off, the District and the Union shall meet to discuss the effects of the lay-off.
4. Personnel with the least amount of seniority shall be laid off first.

5. Where employees have the same date of hire, lay-off shall be determined by District identification number. An employee shall be given an identification number in the order of how he/she finished overall on the entrance examination.
6. Personnel affected by lay-off shall be placed on top the current hire eligibility list. Eligibility list shall be in effect for five (5) years commencing when re-hiring begins.
7. **When an employee is laid off in accordance with this article, the employee's** insurance benefits shall remain in full force for the first calendar month following lay-off.

Section 27.2 – Displaced Employee Rehire List Seniority - rehire list shall be established by original date of hire. In the event an employee is rehired from the displaced rehire list, they shall regain their original date of hire, rank at the time of displacement, and seniority in that rank. Benefit accrual shall be calculated by time served.

Section 27.3 – Disability Rehire List – Employees separated from employment due to disability or medical related reasons shall be placed on a Disability Rehire List for two (2) years. During the two (2) years if the individual is cleared by their physician as **“Fit for Duty” meeting the same “Fit for Duty” standards required of all combat ready** personnel, that individual shall be qualified for rehire. Medical release shall be as **determined by a medical doctor of the employee's choice who is board certified in the** area pertaining to the injury or illness. Disability Rehire List employees, qualified for rehire, shall be blended in to any current Displaced Employee Rehire List by original date of hire. In the event an employee is rehired from the Disability Rehire List, they shall regain their original date of hire, rank at the time of displacement, and seniority in that rank. Benefit accrual shall be calculated by time served.

Section 27.4 - Involuntary demotions. In the event of demotions, date of promotion shall establish seniority in rank. Any demoted positions shall remain on a reinstatement list until all positions are restored to previously held rank. Any employee demoted as a result of discipline, seeking promotion, shall require participation in the promotional process as outline in Article 21.

ARTICLE 28 – Saving Clause

Section 28.1 – If any provision of this Contract or the application of such provision should be rendered or declared invalid by any court, or arbiter action or by reason of any existing or subsequently enacted legislation, the remaining parts or portions of this Contract shall remain in full force and effect.

ARTICLE 29 – Health and Safety

Section 29.1 – The District and the Union recognize their responsibilities to promote safe working conditions for all employees and as such shall further this effort through regular safety meetings, safety training, safety notification systems and a structured Incident Command System.

Section 29.2 – Safety Committee – A Safety Committee shall be established and operated per State, Local, and Federal regulations. Employees participating in the Safety Committee shall be compensated at the overtime rate, if not on duty.

ARTICLE 30 – Military Leave

Section 30.1 – Those employees who are members of the Washington National Guard, Air Force, Coast Guard, Army, Navy or Marine Corps reserve of the United States shall be entitled to and granted military leave of absence from duty for a period not exceeding twenty-one (21) days during each calendar year. Such military leave shall be granted so the employee may take part in active training duty in such a manner and at such a time as he/she may be ordered to active training duty. Such military leave of absence shall be in addition to any vacation or sick leave to which the employee might otherwise be entitled and shall not involve any loss of efficiency rating, privileges or pay. During the period of military leave, the employee shall receive his/her normal pay.

Section 30.2 – Employees shall provide the District a copy of their military orders to report for training duty within seven (7) days after receiving their orders.

ARTICLE 31 – Holiday Routine

Section 31.1 – The District and the Union recognize that Battalion Chiefs must participate in evening drills to maintain proficiency. In consideration for this time, all work assignments shall terminate at 1200 hours on all legal holidays, providing that normal emergency activity and after emergency duties are not affected.

ARTICLE 32 – Discipline

Section 32.1 – The Union agrees that its employees shall comply in full with District rules, regulations, policies and procedures providing however, such rules and regulations have not violated any state or federal laws by way of implementation.

Section 32.2 – All employees shall be furnished access to a copy of the abovementioned rules and regulations upon employment.

Section 32.3 – It is recognized that discipline is a rehabilitative process and as such no employee shall be disciplined or discharged without just cause.

Section 32.4 – The employee shall be granted Union Representation throughout any discipline process when requested, with copies of discipline documentation provided to the employee and their Union Representation in a timely manner. Union Representation shall be defined as a member of the Executive Board or their designee. In cases involving demotion, suspension or discharge, the employee and the Union President shall be notified in writing at least five (5) calendar days before the Loudermill hearing. The notification shall state the purpose of the hearing, and the time and place of the hearing.

Section 32.5 – Recognizing that Snohomish County 911 communications dispatch center uses Auto Vehicle Locator (AVL) technology throughout its communication system. AVL equipment may be used for computer-aided dispatch, mapping, proximity based routing, incident/accident investigation, training, service planning, system performance monitoring, and complaint resolution. AVL equipment shall not be randomly used to monitor employee performance.

Section 32.6 - Involuntary Demotions as a result of discipline shall not result in any further demotions.

Section 32.7 – All video and electronic monitoring devices shall not be used to randomly monitor employee performance.

ARTICLE 33 – Acting Battalion Chief

Section 33.1 – An employee, who for any reason is required to carry out the duties of a rank above that which he/she normally holds, shall be paid at that rank.

Section 33.2 – When an employee performs the duties of a higher rank for a minimum of four (4) hours in any given shift, the employee shall be paid at the acting rate for that shift. Acting pay shall not be paid for less than four (4) hours worked at the higher rank.

Section 33.3 – Should the District need an employee to fill any acting position on a shift, for positions covered by this contract, the position shall be filled in the following manner: 1) candidates from the promotional list, who are on duty, shall be offered the position in the order of their ranking on the list; 2) candidates from the acting list

who are on duty shall be offered the position. Seniority shall determine who is chosen to act but only if it does not adversely affect the staffing 3) If the District is below its established constant staffing level, an off-duty employee who normally fills the position shall be offered the position using the overtime call-in procedure; and if it is still not filled, off-duty candidates from the position's promotional lists shall be offered the opportunity to fill the position; and if it is still not filled, off-duty candidates from the acting list shall be offered the opportunity to fill the position. If the vacancy occurs less than 24 hours before the start of the shift, and staffing has fallen below the established overall constant staffing level, then no reset will occur and the position shall be filled according to the rank required to fill the vacancy.

Section 33.4 – When an acting employee has, or is expected to fill a position for a period of six (6) months, the District and the Union shall meet to discuss whether it is appropriate to fill the position in accordance with Article 21. In the event the position cannot be immediately filled the District and Union shall meet to discuss the use of a Long-Term Actor.

Section 33.5 – Long-Term Actors may be placed in an open position that is expected to go unfilled for a six (6) month period. Long-Term Acting positions are filled on a voluntary basis in the following manner: 1) Candidates from the promotional list shall be offered the position in the order of their ranking on the promotional list. 2) Candidates from the Acting list shall be offered the position by their ranking on the Department Seniority list, utilizing the rule of three. If a Long Term Actor serves in an acting position for a six (6) month period the District and Union shall meet to discuss whether it is appropriate to fill the position in accordance with Article 21.

Section 33.6 – Employees placed in Long-Term Acting positions shall be compensated at the pay rate established by the District for the duration of the Long-Term Acting period.

Section 33.7 – Employees assigned to Long-Term Acting positions for six (6) months are eligible to have the time served in those positions counted toward their time in grade for those positions if the following conditions apply: 1) The Long-Term Actor is on the promotional list for the position being filled, 2) The Long-Term Actor is promoted off the same list that was in effect while they filled the Long-Term Acting position. All time eligible to be counted toward time in grade expires with the promotional list. Probationary periods would not be impacted by time served as a Long-Term Actor.

ARTICLE 34 – Probationary Periods

Section 34.1 – All new lateral entry employees shall be required to serve a probationary period of twelve (12) months from the date of employment. The District

shall provide each probationary employee with an objective written evaluation of his or her job performance and progress every sixty (60) days. Probationary employees shall be required to successfully complete the probationary requirements prior to completion of the probationary position.

Section 34.2 – All newly promoted employees shall serve a probationary period of twelve (12) months. The District shall provide an objective written evaluation every sixty (60) days on their performance and progress.

Section 34.3 – Failure to meet probationary standards shall be just cause for the employee to revert back to previous status.

ARTICLE 35 – Intentionally Left Blank

ARTICLE 36 – Intentionally Left Blank

ARTICLE 37 – Deferred Compensation

Section 37.1 – The District will buy back, at the request of the employee, unused sick hours in excess of 480 hours at one dollar, (\$1) on the dollar, up to a maximum of 192 hours each calendar year. Proceeds from all sick time sold may be placed in the deferred compensation program or sold back for cash.

Section 37.2 – By January 31st of each year, the District shall buy back the **employee's sick leave earned over 72** hours up to a maximum value of 2% of their **base salary. The buyback dollars shall be credited to the employee's** Deferred Compensation Plan. The District shall match that amount, up to the maximum value of 2%, **into the employee's** Deferred Compensation. Section 37.2 will only be in effect thru December 31, 2021.

Article 37.3 – The District will match up to the identified percent below of the **employee's base salary per month for employees participating in** a deferred compensation program:

- Two (2%) percent in 2020
- Four (4%) percent in 2021
- Five and one-half (5.5%) percent in 2022

ARTICLE 38 – Seniority

Section 38.1 – Seniority, unless otherwise specified, shall be determined by the continuous service in the District calculated from the date of employment. Continuous service shall be broken only by resignation, discharge, or retirement. Employees recalled from layoff pursuant to Art. 27 shall be reinstated with the seniority as of the date of layoff. Employees with the same employment date shall be assigned an identification number in the order of how the employee finished overall on the entrance examination.

ARTICLE 39 – Comp Time

Section 39.1 – An employee may take time off using comp time under the following conditions: If the coverage requires overtime by the District, the employee must be sure the shift is covered by overtime personnel prior to taking the time off. Employees must get coverage using existing personnel or overtime. Request for time off using comp time shall be done as outlined in the labor agreement Article 14, Section 14.6.

Section 39.2 – Comp Time may be cashed out up to two (2) times annually. Request forms for the first cash out shall be submitted to payroll by July 1st, to be paid on July 31st. Request forms for the second cash out shall be submitted to payroll by December 1st, to be paid on December 31st. The second cash out shall be in compliance with Article 17.8 (120 hours comp time bank on December 31st). The terms of Section 39.2 shall take effect on January 1st, 2022.

ARTICLE 40 – Longevity

Section 40.1 – Union members shall receive the following longevity pay increases based on time with the District, and calculated on the Firefighter 3 salary:

<u>Years</u>	<u>%</u>
5	1
10	3
15	4
20	5
25	7
30	8

ARTICLE 41 – Medical Retirement Reimbursement Plan (MERP)

Section 41.1 – The Union shall have the option during the life of this agreement to direct the employer to make monthly pre-tax contributions from the base salaries for all classifications covered by the Agreement. The employer and union agree that the employer shall withhold a mandatory contribution of one-hundred and fifty dollars

(\$150.00) per month and shall transmit such contributions to a trust fund designated by the Union to fund health insurance for eligible future retirees and dependents. Effective on the first day of the month following the date of ratification and not subject to the retroactive contributions.

ARTICLE 42 – State Mobilization

Section 42.1 – Employee compensation while participating in State Mobilization shall be in accordance with the current Washington State Fire Services Resource Mobilization Plan, unless specifically outlined in this agreement.

Section 42.2 – Mandatory Back Fill – All mobilized positions shall be mandatorily backfilled as per the current Washington State Fire Services Resource Mobilization Plan funding schedule. In the event mobilized positions are unable to be backfilled, mobilized employees shall return to duty after conclusion of the work period, and any necessary rest periods so as to not deplete resources in the District.

Section 42.3 – It shall be the responsibility of the Union to fill State Mobilization positions, and fill all resulting overtime positions as per the current overtime procedure. All State Mobilization requests shall be filled on a voluntary basis.

Section 42.4 – Annual Leave while on State Mobilization – employees that have annual leave scheduled while on State Mobilization shall be allowed to reschedule annual leave as per Section 14.6, or shall be allowed to submit those affected leave hours for sell back as per Section 14.9.

Section 42.5 – Mobilization Swap-out – The standard deployment of mobilized employees shall be a seven (7) day deployment, apart from unforeseen extenuating circumstances, or demobilization. Employees may remain beyond the initial deployment, but shall be required to swap-out at fourteen (14) days of deployment, if another qualified employee requests to fill the position. Employees shall be provided a District vehicle, and shall be compensated for swap-out travel time.

Section 42.6 – Demobilization while on duty – Employees being demobilized during their regularly scheduled work hours may request a shift exchange for the duration of their scheduled work hours without standard shift exchange notification, or may use Comp-time hours per Section 39.1 to cover the balance of the shift.

Section 42.7 – State Mobilization Apparatus Position Requirements

Brush Truck - Lt or Acting Lt & D/O or Acting D/O & FF (FF is optional) Tender
 - Lt or Acting Lt & D/O or Acting D/O
 Type I – Lt or Acting Lt & D/O or Acting D/O & FF
 Ladder - Lt or Acting Lt & D/O or Acting D/O & FF

Aid Unit – 2 EMT

Medic Unit – 1 Paramedic & 1 EMT

Strike Team Leader or higher- BC, Acting BC, or employee qualified for assignment (employees certified below Acting BC, yet qualified as a Strike Team Leader, or higher, shall be compensated at their highest rate of pay when acting as a supervisor.)

Personnel – personnel utilized to staff non-district resources shall be compensated at the pay rate they are qualified for that is equivalent to the job functions being performed.

Section 42.8 – Equipment – The District shall provide all equipment necessary to perform work functions, and sustain the reasonable working conditions of its employees while on State Mobilization. Employees need only provide toiletries and bedding.

Section 42.9 – District resources shall first be staffed with District personnel. Any District personnel deployed must meet the minimum position requirements as established by District training standards, and this document. In the event that District personnel do not voluntarily fill a State Mobilization request, the District may fill the State Mobilization positions with qualified personnel from other agencies.

Section 42.10 – Review Period – Two (2) years following the signing of this agreement, the Labor/Management Committee shall review this program and assess its long-term financial sustainability. While reviewing profit vs. loss, it shall be noted that profit or loss can fluctuate greatly year to year due to unique one-time expenses, and that further review may be needed to assess the long- term pros and cons of participating in State Mobilization.

ARTICLE 43 – VEBA

Section 43.1 – Intentionally Left Blank

Section 43.2 – This section sunsets December 31, 2021. As an incentive to not use sick leave, each employee in conjunction with Section 9.1.1, a sliding scale VEBA contribution shall be made monthly based off the **employee’s** previous year sick leave usage. The scale shall be:

0	Hours	\$125.00
1-48	Hours	\$100.00
49-72	Hours	\$ 75.00
73-96	Hours	\$ 50.00
>96	Hours	\$ 0.00

ARTICLE 44 – Future Bargaining Unit Negotiation Impacts

Section 44.1 - The District agrees to adjust the terms of this agreement to reflect any negotiated changes that occur in future firefighter/company officer bargaining unit agreements. Included shall be increases or decreases in wages or benefits for the following articles:

Salaries, Union Security, Sick Leave, Seniority/RIF, Medical/Dental Coverage, Supplemental Agreements, Leave Clauses, Jury Duty, Payroll Deduction, Holiday Leave

In light of the challenges faced by both parties to clarify the future negotiation impacts between IAFF Local 2781 Firefighter collective bargaining agreement and that of this Represented Chief Officers agreement, the District and Union shall meet regarding this article. Both parties agree on the intent of this article as reflected by its implementation in this contract period and those preceding. The District and Union shall actively meet to develop language, and maintain such discussion as a standing Labor Management agenda item until completed.

COLLECTIVE BARGAINING AGREEMENT

between

SNOHOMISH REGIONAL FIRE AND RESCUE

and

INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS, LOCAL 2781

The Board of Fire Commissioners of Snohomish Regional Fire and Rescue and the International Association of Fire Fighters, Local 2781, do hereby agree to enter into a three (3) year Collective Bargaining Agreement (contract) as provided herein.

This Collective Bargaining Agreement shall commence at 12:01 a.m. on January 1, 2020 and shall be in place through December 31, 2022.

This Collective Bargaining Agreement shall be signed and adopted by resolution by the Board of Fire Commissioners of Snohomish Regional Fire and Rescue at a regular meeting.

Roy Waugh, Chairman

Troy Elmore, Vice Chairman

Randy Fay, Commissioner

Jeff Schaub, Commissioner

Rick Edwards, Commissioner

Randall Woolery, Commissioner

William Snyder, Commissioner

Jim Steinruck, Commissioner

Paul Gagnon, Commissioner

This Collective Bargaining Agreement has been approved by the membership of the International Association of Fire Fighters, Local 2781 and is hereby signed by the representatives thereof on

_____, 2021.

Craig Fisher, President

Darby Hepper, Vice President

Ray Sayah, Secretary

Corey Wenzel, Treasurer

Brian Hyatt, Negotiating Team

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Appendix A – IAFF Labor Agreement

Snohomish County Fire District No. 7 Annual Health Screening Protocol – PHS

Exam Components:
Health Risk Appraisal Questionnaire
Work and Medical History (Comprehensive)
16” x17” PA Chest X-Ray
X-Ray Comparative Reading (abnormal X-Rays)
Physical Exam: vitals, height, weight, BMI, examination with report of findings
Pulmonary Function-Vital Capacity Profile (Spirometry)
*PPD-Tuberculosis Screen
Audiometric Examination
Visual Acuity with Peripheral
Comprehensive Chemistry Panel: CBC with differential Complete metabolic panel (cholesterol) Lipid/Cardiac Risk – includes HDL/LDL Urinalysis
Cardiogram - resting
Chest X-Ray (Two View) – Recommended every three years
PSA – males over age 40
Colo-Rectal Stool Screen
Firefighter Clearance – Respiratory/ Personal Protective Equipment
Firefighter Clearance – Fitness for Duty
Individual Employee Reports with cover letter in confidential envelope
Personal Wellness Profile Report with Wellness Guide (confidential)

*Note: PPD-Tuberculosis Screen is conducted in house by private contract (not PHS) but is included as part of the annual health screening.

Appendix B (42) – IAFF Labor Agreement

Professional Health Services, Inc * 83 South Eagle Road * Havertown, PA 19083* (610) 853-1330

Medical Clearance Statement

SNOHOMISH COUNTY FIRE DIST 7
SNOHOMISH, WA 98296

RESPIRATOR CLEARANCE

FITNESS FOR DUTY-FF

11/01/12

Please note: The above medical clearances are based upon screening protocols specific to the regulatory requirements of each particular clearance. These are not medical clearances for any other possible exposures and/or regulatory requirements. This medical testing and medical clearance is not a substitute for your private medical care.

Appendix B (2) – IAFF Labor Agreement



**MEDICAL RECOMMENDATIONS
FOR USE OF RESPIRATORY
PROTECTIVE EQUIPMENT**

Applicant/Employee: _____ Age: _____
 Position Title: _____
 Date of Evaluation: _____ Company: _____
 Contact: _____ Contact Telephone: _____
 Evaluation Content: Questionnaire Physical PFT X-Ray Other: _____

Based on the elements indicated above, I have evaluated the aforementioned person in accordance with the provisions of OSHA 29 CFR 1910.134, applicable to the use of respiratory protective equipment, and it is my opinion that he/she is: *(Check all that apply)*

- Medically qualified for unrestricted use of the following respiratory protective devices:**
CATEGORY I Self-Contained; Air-Supplied (Continuous Flow, Demand and Pressure Demand);
 Canister Mask; Chemical Cartridge and Mechanical Filter with and without Blower.
- Medically qualified for restricted use of respiratory protective devices as indicated below:**

CATEGORY II

Self-Contained	1-2 hours per day
Air-Supplied	
Continuous Flow	Unlimited
Demand	Up to 4 hours / day
Pressure Demand	Up to 4 hours / day
Canister Mask	1-2 hours per day
Chemical Cartridge	1-2 hours per day
Mechanical Filter	1-2 hours per day
Mechanical Filter w/ Blower	Unlimited

CATEGORY III

Self-Contained	Never
Air-Supplied	
Continuous Flow	Emergency only
Demand	Emergency only
Pressure Demand	Emergency only
Canister Mask	Never
Chemical Cartridge	Never
Mechanical Filter	Never
Mechanical Filter w/ Blower	Emergency only

- In need of the following additional evaluation to assess qualification:** _____
- In need of Medical Follow-Up Examinations as frequently as every:** _____
to include: _____

COMMENTS:

Fitting Considerations: Facial hair Glasses/Contact lenses Dentures/Facial deformity

I hereby certify that in accordance with OSHA 29 CFR 1910.134, applicable to the use of respiratory protective equipment, I have informed the applicant/employee of the results of his/her evaluation and I have given him/her a copy of these recommendations.

Health Care Professional: Name: _____
 Signature: _____
 Date: _____

This form complies with OSHA requirements and with other similar state requirements for the use of respirators.

Appendix B (3) – IAFF Labor Agreement



Wellness-Fitness Clearance

Employee/Patient Name:	Sex: <input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	Date of Birth:
Employer: Snohomish County Fire Dist. 7	Employee/Patient Phone #:	
Examination Type: <input checked="" type="checkbox"/> HealthWorks History and Physical Examination • Review of Personal Physician's Report		Evaluation Date:

The employee/patient identified above was evaluated as part of the IAFF/IAFC Joint Labor Management Wellness-Fitness Initiative. As indicated above, this evaluation was based on either:

- a complete history, physical examination and laboratory testing performed by HealthWorks Occupational Medicine, OR
- a review of the individual's personal physician's record of evaluations.

Physician's Name (Please Print): _____

Physician's Signature: _____ Date: _____

SNOHOMISH REGIONAL FIRE & RESCUE

RESOLUTION #2021-12

A RESOLUTION TO SURPLUS VEHICLES AND EQUIPMENT

WHEREAS, Snohomish Regional Fire & Rescue presently owns the vehicles and equipment listed on the attached Exhibit A "Equipment:" and

WHEREAS,

1. The District no longer has a need for the vehicles and equipment and the vehicles and equipment is surplus to the needs of the District;
2. The Board previously approved this Resolution with the incorrect resolution number of 2021-09.
3. This resolution 2021-12 shall be deemed effective as of October 28, 2021 and replaces Resolution 2021-09 in its entirety.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Vehicles and Equipment is surplus to the needs of the District.
2. The Fire Chief or designee(s) is authorized to sell or otherwise dispose of the Vehicles and Equipment using commercially reasonable methods established by the Fire Chief or designee.

ADOPTED AT A MEETING OF THE BOARD OF FIRE COMMISSIONERS, SNOHOMISH REGIONAL FIRE & RESCUE THIS 9th DAY OF December, 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

EXHIBIT "A" VEHICLES & EQUIPMENT

Item	Quantity	Serial number/VIN	Inventory Number	License Number
1985 Amgen Military Truck	1	C520307993	U8501	59151C
1995 International/ Darley Tender	1	1HTSHADR8SH614477	T9501	31410C
1995 Chevrolet Suburban	1	LGNGK26F2SJ414143		17670D
1998 LaFrance Pumper	1	4Z36ESEB4WR966426	E9801	38248C
2001 Ford Excursion	1	1FMNU41SX1ED29998	S0101`	60427C
2005 Chevrolet Surburban	1	3GNGK26U95G201369	S0501	67947C
2008 Ford Escape	1	1FMCV93148KE20107	S0804	85472C
Honda 1000 Generator	1	EZGA-1246217	N/A	N/A
Honda 1000 Generator	1	EZGA-1246221	N/A	N/A
Delta Hydro 2000 hose tester	1	HT-0201479	LS- 31D08-100097	N/A
Super Vac Fan	1	09407	LS-31D08-101175	N/A
Super Vac Fan	1	14181	N/A	N/A
Unifire Fan	1	GC02-6501092	N/A	N/A
Unifire Fan	1	GCAFT-2708412	D7-06647	N/A
Amkus Hydraulic Pump	1	02120015	N/A	N/A
Amkus Hydraulic Pump	1	98070493	N/A	N/A
Holmatro Single Attachment pump	1	Unknown	Unknown	N/A
Amkus Spreader AMK-30CX	1	00024146	N/A	N/A
Amkus Cutter AMK-25C	1	98080852	N/A	N/A
Amkus Ram AMK-40R	1	02093860	N/A	N/A
Holmatro Combo 3150-UI	1	315000656	N/A	N/A
Holmatro Cutter	1	Unknown	Unknown	N/A
Holmatro Ram	1	Unknown	Unknown	N/A
Holmatro Cutter	1	Unknown	Unknown	N/A
Hurricane Fan	1	GC02-4952605	LS-3011	N/A
Holmatro Pump	1	PPU1501667	N/A	N/A
holmatro Pump	1	9816242	N/A	N/A
Paratech Airbag System- Expired	1	Unknown	Unknown	N/A
IMS Alliance Command Board Sets	8	N/A	N/A	N/A
Hose Clamps	5	N/A	N/A	N/A
Fire Hose 4" in feet	1800	N/A	N/A	N/A
Fire Hose 2.5" in feet	50	N/A	N/A	N/A
Fire Hose 1 3/4" in feet	150	N/A	N/A	N/A
Super Vac Fan	1	SKC36NN1855	N/A	N/A
LifePak 10	1	2781	N/A	N/A
Bullard Tic	1	Unknown	D7-05750	N/A

NEW BUSINESS - DISCUSSION



SNOHOMISH REGIONAL FIRE & RESCUE

163 Village Court,
Monroe, Washington 98272
(360) 794-7666 (Fax (360) 794-0959
www.firedistrict7.com

AGREEMENT TO PROVIDE MEDICAL BENEFITS IN EXCHANGE FOR EARLY RETIREMENT

This Agreement is entered into by and between the Snohomish Regional Fire & Rescue, a Washington Municipal Corporation (District), and Craig Clinton, a uniformed LEOFF 2 employee of the District ("Employee").

RECITALS:

- A. District is a Washington municipal corporation which employs several employees including employee.
- B. Employee is a uniformed LEOFF 2 member beginning January 19, 1993 and with the District on January 19, 1993.
- C. Employee meets all of the eligibility requirements to retire. Employee is at least 53 years of age, obtained 78 years as outlined in Resolution 2019-14, vested in the LEOFF System, and otherwise eligible to retire from the District, but is not yet eligible for Medicare.
- D. Employee and District recognize that the cost of health insurance discourages many, including employee, from retiring from the District prior to Medicare eligibility.
- E. The District has determined that LEOFF 2 employees who are vested in the LEOFF System, otherwise eligible to retire, and who elect to retire from the District before Medicare eligibility, provide a cost savings to the District which can be shared with such retirees by the District providing and paying a retiree medical benefit to those individuals on the following terms and conditions.

Now based upon the above recitals it is agreed as follows:

1. Employee agrees to and shall retire from the District effective on the 1st day of November, 2022. In exchange for employee's agreement to retire from the District, on the 1st day of November, 2022, the District agrees to and shall pay the cost for employee's health insurance from and after employee's effective date of retirement from the District, on the terms and conditions as set forth in **Resolution Number 2019-14** adopted by the Board of Commissioners on the 22nd day of August, 2019, a copy of which is attached hereto as Exhibit A. Such obligation is a matter of contract between the District and Employee, and is enforceable as such.

2. This agreement supersedes any effective date of the attached Resolution and shall survive its expiration. The Resolution is attached simply to show the terms and conditions of the Agreement as incorporated via Paragraphs 1-10 in said Resolution.
3. It is agreed this Contract shall survive any consolidation by the District with any other District or municipality including but not limited to, mergers, contractual consolidations and participation in a regional fire authority and that the District agrees to and shall provide that such Contract is honored and effective by any consolidated entity. The District agrees not to enter any consolidation that impairs this Contract.
4. Annually the retiree shall be required to report any other insurance coverage provided to the retiree on a department Insurance Status Request form. Failure by the retiree to complete and return this form may result in the denial of future insurance coverage.
5. In the event the retiree is provided other medical insurance, including but not limited to, through other employment or spouse at no expense to the employee or spouse, the retiree shall immediately notify the District or its successor in writing of such receipt and the District or successor shall immediately cease providing medical coverage as set forth in this Agreement. In the event the retiree has available to him/her, a comparable insurance at a lower rate than the insurance provided by the District or successor, the retiree will enroll in that plan and the District or its successor will reimburse the cost of the premium up to the amount described in Exhibit A. If for any reason the retiree loses the other medical coverage as described above, he or she shall immediately notify the District or successor in writing prior to the lapsing of the coverage and the District or successor shall again provide medical coverage as set forth in **Paragraphs 5 through 8 of Exhibit A** using the formula as if the retiree had continued coverage without interruption. Failure to notify the District or its successor of the availability of other medical insurance shall subject the employee to liability and recoupment by the District or its successor for the cost of any premiums where insurance was provided by the District or its successor when the retiree had available to him/her other medical insurance as set forth above.
6. Should the retiree be denied coverage by the District or its successor, he/she shall have the right to appeal the decision to the District. The appeals board shall be comprised of 2 members from Labor, 2 members from Administration and 1 Commissioner. It shall be the responsibility of the retiree to provide all documentation to validate his/her appeal.

Dated this ____ day of December, 2021.

Snohomish Regional Fire & Rescue

by and through its Board of Commissioners

Craig Clinton, Deputy Chief

Agreed to and approved by the International Association of Firefighter Local 2781 to the extent required

By:_____

Its_____



SNOHOMISH REGIONAL FIRE & RESCUE

163 Village Court,
Monroe, Washington 98272
(360) 794-7666 (Fax (360) 794-0959
www.firedistrict7.com

AGREEMENT TO PROVIDE MEDICAL BENEFITS IN EXCHANGE FOR EARLY RETIREMENT

This Agreement is entered into by and between the Snohomish Regional Fire & Rescue, a Washington Municipal Corporation (District), and Patrick Cook, a uniformed LEOFF 2 employee of the District ("Employee").

RECITALS:

- A. District is a Washington municipal corporation which employs several employees including employee.
- B. Employee is a uniformed LEOFF 2 member beginning February 3, 2003 and with the District on February 3, 2003.
- C. Employee meets all of the eligibility requirements to retire. Employee is at least 53 years of age, obtained 78 years as outlined in Resolution 2019-14, vested in the LEOFF System, and otherwise eligible to retire from the District, but is not yet eligible for Medicare.
- D. Employee and District recognize that the cost of health insurance discourages many, including employee, from retiring from the District prior to Medicare eligibility.
- E. The District has determined that LEOFF 2 employees who are vested in the LEOFF System, otherwise eligible to retire, and who elect to retire from the District before Medicare eligibility, provide a cost savings to the District which can be shared with such retirees by the District providing and paying a retiree medical benefit to those individuals on the following terms and conditions.

Now based upon the above recitals it is agreed as follows:

1. Employee agrees to and shall retire from the District effective on the 1st day of August, 2022. In exchange for employee's agreement to retire from the District, on the 1st day of August, 2022, the District agrees to and shall pay the cost for employee's health insurance from and after employee's effective date of retirement from the District, on the terms and conditions as set forth in **Resolution Number 2019-14** adopted by the Board of Commissioners on the 22nd day of August, 2019, a copy of which is attached hereto as Exhibit A. Such obligation is a matter of contract between the District and Employee, and is enforceable as such.

2. This agreement supersedes any effective date of the attached Resolution and shall survive its expiration. The Resolution is attached simply to show the terms and conditions of the Agreement as incorporated via Paragraphs 1-10 in said Resolution.
3. It is agreed this Contract shall survive any consolidation by the District with any other District or municipality including but not limited to, mergers, contractual consolidations and participation in a regional fire authority and that the District agrees to and shall provide that such Contract is honored and effective by any consolidated entity. The District agrees not to enter any consolidation that impairs this Contract.
4. Annually the retiree shall be required to report any other insurance coverage provided to the retiree on a department Insurance Status Request form. Failure by the retiree to complete and return this form may result in the denial of future insurance coverage.
5. In the event the retiree is provided other medical insurance, including but not limited to, through other employment or spouse at no expense to the employee or spouse, the retiree shall immediately notify the District or its successor in writing of such receipt and the District or successor shall immediately cease providing medical coverage as set forth in this Agreement. In the event the retiree has available to him/her, a comparable insurance at a lower rate than the insurance provided by the District or successor, the retiree will enroll in that plan and the District or its successor will reimburse the cost of the premium up to the amount described in Exhibit A. If for any reason the retiree loses the other medical coverage as described above, he or she shall immediately notify the District or successor in writing prior to the lapsing of the coverage and the District or successor shall again provide medical coverage as set forth in **Paragraphs 5 through 8 of Exhibit A** using the formula as if the retiree had continued coverage without interruption. Failure to notify the District or its successor of the availability of other medical insurance shall subject the employee to liability and recoupment by the District or its successor for the cost of any premiums where insurance was provided by the District or its successor when the retiree had available to him/her other medical insurance as set forth above.
6. Should the retiree be denied coverage by the District or its successor, he/she shall have the right to appeal the decision to the District. The appeals board shall be comprised of 2 members from Labor, 2 members from Administration and 1 Commissioner. It shall be the responsibility of the retiree to provide all documentation to validate his/her appeal.

Dated this ____ day of December, 2021.

Snohomish Regional Fire & Rescue

by and through its Board of Commissioners

Patrick Cook, Driver/Operator

Agreed to and approved by the International Association of Firefighter Local 2781 to the extent required

By:_____

Its_____



SNOHOMISH REGIONAL FIRE & RESCUE

163 Village Court,
Monroe, Washington 98272
(360) 794-7666 (Fax (360) 794-0959
www.firedistrict7.com

AGREEMENT TO PROVIDE MEDICAL BENEFITS IN EXCHANGE FOR EARLY RETIREMENT

This Agreement is entered into by and between the Snohomish Regional Fire & Rescue, a Washington Municipal Corporation (District), and Jonathan Dudder, a uniformed LEOFF 2 employee of the District ("Employee").

RECITALS:

- A. District is a Washington municipal corporation which employs several employees including employee.
- B. Employee is a uniformed LEOFF 2 member beginning January 1, 1999 and with the District on January 1, 1999.
- C. Employee meets all of the eligibility requirements to retire. Employee is at least 53 years of age, obtained 78 years as outlined in Resolution 2019-14, vested in the LEOFF System, and otherwise eligible to retire from the District, but is not yet eligible for Medicare.
- D. Employee and District recognize that the cost of health insurance discourages many, including employee, from retiring from the District prior to Medicare eligibility.
- E. The District has determined that LEOFF 2 employees who are vested in the LEOFF System, otherwise eligible to retire, and who elect to retire from the District before Medicare eligibility, provide a cost savings to the District which can be shared with such retirees by the District providing and paying a retiree medical benefit to those individuals on the following terms and conditions.

Now based upon the above recitals it is agreed as follows:

1. Employee agrees to and shall retire from the District effective on the 30th day of December, 2022. In exchange for employees agreement to retire from the District, on the 30th day of December, 2022, the District agrees to and shall pay the cost for employee's health insurance from and after employee's effective date of retirement from the District, on the terms and conditions as set forth in **Resolution Number 2019-14** adopted by the Board of Commissioners on the 22nd day of August, 2019, a copy of which is attached hereto as Exhibit A. Such obligation is a matter of contract between the District and Employee, and is enforceable as such.

2. This agreement supersedes any effective date of the attached Resolution and shall survive its expiration.
The Resolution is attached simply to show the terms and conditions of the Agreement as incorporated via Paragraphs 1-10 in said Resolution.
3. It is agreed this Contract shall survive any consolidation by the District with any other District or municipality including but not limited to, mergers, contractual consolidations and participation in a regional fire authority and that the District agrees to and shall provide that such Contract is honored and effective by any consolidated entity. The District agrees not to enter any consolidation that impairs this Contract.
4. Annually the retiree shall be required to report any other insurance coverage provided to the retiree on a department Insurance Status Request form. Failure by the retiree to complete and return this form may result in the denial of future insurance coverage.
5. In the event the retiree is provided other medical insurance, including but not limited to, through other employment or spouse at no expense to the employee or spouse, the retiree shall immediately notify the District or its successor in writing of such receipt and the District or successor shall immediately cease providing medical coverage as set forth in this Agreement. In the event the retiree has available to him/her, a comparable insurance at a lower rate than the insurance provided by the District or successor, the retiree will enroll in that plan and the District or its successor will reimburse the cost of the premium up to the amount described in Exhibit A. If for any reason the retiree loses the other medical coverage as described above, he or she shall immediately notify the District or successor in writing prior to the lapsing of the coverage and the District or successor shall again provide medical coverage as set forth in **Paragraphs 5 through 8 of Exhibit A** using the formula as if the retiree had continued coverage without interruption. Failure to notify the District or its successor of the availability of other medical insurance shall subject the employee to liability and recoupment by the District or its successor for the cost of any premiums where insurance was provided by the District or its successor when the retiree had available to him/her other medical insurance as set forth above.
6. Should the retiree be denied coverage by the District or its successor, he/she shall have the right to appeal the decision to the District. The appeals board shall be comprised of 2 members from Labor, 2 members from Administration and 1 Commissioner. It shall be the responsibility of the retiree to provide all documentation to validate his/her appeal.

Dated this ____ day of December, 2021.

Snohomish Regional Fire & Rescue

by and through its Board of Commissioners

Jonathan Dudder, Firefighter Paramedic

Agreed to and approved by the International Association of Firefighter Local 2781 to the extent required

By:_____

Its_____



SNOHOMISH REGIONAL FIRE & RESCUE

163 Village Court,
Monroe, Washington 98272
(360) 794-7666 (Fax (360) 794-0959
www.firedistrict7.com

AGREEMENT TO PROVIDE MEDICAL BENEFITS IN EXCHANGE FOR EARLY RETIREMENT

This Agreement is entered into by and between the Snohomish Regional Fire & Rescue, a Washington Municipal Corporation (District), and Jill Espitia, a uniformed LEOFF 2 employee of the District ("Employee").

RECITALS:

- A. District is a Washington municipal corporation which employs several employees including employee.
- B. Employee is a uniformed LEOFF 2 member beginning January 1, 2000 and with the District on January 1, 2000.
- C. Employee meets all of the eligibility requirements to retire. Employee is at least 53 years of age, obtained 78 years as outlined in Resolution 2019-14, vested in the LEOFF System, and otherwise eligible to retire from the District, but is not yet eligible for Medicare.
- D. Employee and District recognize that the cost of health insurance discourages many, including employee, from retiring from the District prior to Medicare eligibility.
- E. The District has determined that LEOFF 2 employees who are vested in the LEOFF System, otherwise eligible to retire, and who elect to retire from the District before Medicare eligibility, provide a cost savings to the District which can be shared with such retirees by the District providing and paying a retiree medical benefit to those individuals on the following terms and conditions.

Now based upon the above recitals it is agreed as follows:

- 1. Employee agrees to and shall retire from the District effective on the 1st day of September, 2022. In exchange for employee's agreement to retire from the District, on the 1st day of September, 2022, the District agrees to and shall pay the cost for employee's health insurance from and after employee's effective date of retirement from the District, on the terms and conditions as set forth in **Resolution Number 2019-14** adopted by the Board of Commissioners on the 22nd day of August, 2019, a copy of which is attached hereto as Exhibit A. Such obligation is a matter of contract between the District and Employee, and is enforceable as such.

2. This agreement supersedes any effective date of the attached Resolution and shall survive its expiration. The Resolution is attached simply to show the terms and conditions of the Agreement as incorporated via Paragraphs 1-10 in said Resolution.
3. It is agreed this Contract shall survive any consolidation by the District with any other District or municipality including but not limited to, mergers, contractual consolidations and participation in a regional fire authority and that the District agrees to and shall provide that such Contract is honored and effective by any consolidated entity. The District agrees not to enter any consolidation that impairs this Contract.
4. Annually the retiree shall be required to report any other insurance coverage provided to the retiree on a department Insurance Status Request form. Failure by the retiree to complete and return this form may result in the denial of future insurance coverage.
5. In the event the retiree is provided other medical insurance, including but not limited to, through other employment or spouse at no expense to the employee or spouse, the retiree shall immediately notify the District or its successor in writing of such receipt and the District or successor shall immediately cease providing medical coverage as set forth in this Agreement. In the event the retiree has available to him/her, a comparable insurance at a lower rate than the insurance provided by the District or successor, the retiree will enroll in that plan and the District or its successor will reimburse the cost of the premium up to the amount described in Exhibit A. If for any reason the retiree loses the other medical coverage as described above, he or she shall immediately notify the District or successor in writing prior to the lapsing of the coverage and the District or successor shall again provide medical coverage as set forth in **Paragraphs 5 through 8 of Exhibit A** using the formula as if the retiree had continued coverage without interruption. Failure to notify the District or its successor of the availability of other medical insurance shall subject the employee to liability and recoupment by the District or its successor for the cost of any premiums where insurance was provided by the District or its successor when the retiree had available to him/her other medical insurance as set forth above.
6. Should the retiree be denied coverage by the District or its successor, he/she shall have the right to appeal the decision to the District. The appeals board shall be comprised of 2 members from Labor, 2 members from Administration and 1 Commissioner. It shall be the responsibility of the retiree to provide all documentation to validate his/her appeal.

Dated this ____ day of December, 2021.

Snohomish Regional Fire & Rescue

by and through its Board of Commissioners

Jill Espitia, Driver/Operator

Agreed to and approved by the International Association of Firefighter Local 2781 to the extent required

By:_____

Its_____



SNOHOMISH REGIONAL FIRE & RESCUE

163 Village Court,
Monroe, Washington 98272
(360) 794-7666 (Fax (360) 794-0959
www.firedistrict7.com

AGREEMENT TO PROVIDE MEDICAL BENEFITS IN EXCHANGE FOR EARLY RETIREMENT

This Agreement is entered into by and between the Snohomish Regional Fire & Rescue, a Washington Municipal Corporation (District), and Brian Fox, a uniformed LEOFF 2 employee of the District ("Employee").

RECITALS:

- A. District is a Washington municipal corporation which employs several employees including employee.
- B. Employee is a uniformed LEOFF 2 member beginning September 1, 1997 and with the District on September 1, 1997.
- C. Employee meets all of the eligibility requirements to retire. Employee is at least 53 years of age, obtained 78 years as outlined in Resolution 2019-14, vested in the LEOFF System, and otherwise eligible to retire from the District, but is not yet eligible for Medicare.
- D. Employee and District recognize that the cost of health insurance discourages many, including employee, from retiring from the District prior to Medicare eligibility.
- E. The District has determined that LEOFF 2 employees who are vested in the LEOFF System, otherwise eligible to retire, and who elect to retire from the District before Medicare eligibility, provide a cost savings to the District which can be shared with such retirees by the District providing and paying a retiree medical benefit to those individuals on the following terms and conditions.

Now based upon the above recitals it is agreed as follows:

1. Employee agrees to and shall retire from the District effective on the 1st day of September, 2022. In exchange for employee's agreement to retire from the District, on the 1st day of September, 2022, the District agrees to and shall pay the cost for employee's health insurance from and after employee's effective date of retirement from the District, on the terms and conditions as set forth in **Resolution Number 2019-14** adopted by the Board of Commissioners on the 22nd day of August, 2019, a copy of which is attached hereto as Exhibit A. Such obligation is a matter of contract between the District and Employee, and is enforceable as such.

2. This agreement supersedes any effective date of the attached Resolution and shall survive its expiration. The Resolution is attached simply to show the terms and conditions of the Agreement as incorporated via Paragraphs 1-10 in said Resolution.
3. It is agreed this Contract shall survive any consolidation by the District with any other District or municipality including but not limited to, mergers, contractual consolidations and participation in a regional fire authority and that the District agrees to and shall provide that such Contract is honored and effective by any consolidated entity. The District agrees not to enter any consolidation that impairs this Contract.
4. Annually the retiree shall be required to report any other insurance coverage provided to the retiree on a department Insurance Status Request form. Failure by the retiree to complete and return this form may result in the denial of future insurance coverage.
5. In the event the retiree is provided other medical insurance, including but not limited to, through other employment or spouse at no expense to the employee or spouse, the retiree shall immediately notify the District or its successor in writing of such receipt and the District or successor shall immediately cease providing medical coverage as set forth in this Agreement. In the event the retiree has available to him/her, a comparable insurance at a lower rate than the insurance provided by the District or successor, the retiree will enroll in that plan and the District or its successor will reimburse the cost of the premium up to the amount described in Exhibit A. If for any reason the retiree loses the other medical coverage as described above, he or she shall immediately notify the District or successor in writing prior to the lapsing of the coverage and the District or successor shall again provide medical coverage as set forth in **Paragraphs 5 through 8 of Exhibit A** using the formula as if the retiree had continued coverage without interruption. Failure to notify the District or its successor of the availability of other medical insurance shall subject the employee to liability and recoupment by the District or its successor for the cost of any premiums where insurance was provided by the District or its successor when the retiree had available to him/her other medical insurance as set forth above.
6. Should the retiree be denied coverage by the District or its successor, he/she shall have the right to appeal the decision to the District. The appeals board shall be comprised of 2 members from Labor, 2 members from Administration and 1 Commissioner. It shall be the responsibility of the retiree to provide all documentation to validate his/her appeal.

Dated this ____ day of December, 2021.

Snohomish Regional Fire & Rescue

by and through its Board of Commissioners

Brian Fox, Lieutenant

Agreed to and approved by the International Association of Firefighter Local 2781 to the extent required

By:_____

Its_____



SNOHOMISH REGIONAL FIRE & RESCUE

163 Village Court,
Monroe, Washington 98272
(360) 794-7666 (Fax (360) 794-0959
www.firedistrict7.com

AGREEMENT TO PROVIDE MEDICAL BENEFITS IN EXCHANGE FOR EARLY RETIREMENT

This Agreement is entered into by and between the Snohomish Regional Fire & Rescue, a Washington Municipal Corporation (District), and James Gilden, a uniformed LEOFF 2 employee of the District ("Employee").

RECITALS:

- A. District is a Washington municipal corporation which employs several employees including employee.
- B. Employee is a uniformed LEOFF 2 member beginning November 4, 1993 and with the District on November 4, 1993.
- C. Employee meets all of the eligibility requirements to retire. Employee is at least 53 years of age, obtained 78 years as outlined in Resolution 2019-14, vested in the LEOFF System, and otherwise eligible to retire from the District, but is not yet eligible for Medicare.
- D. Employee and District recognize that the cost of health insurance discourages many, including employee, from retiring from the District prior to Medicare eligibility.
- E. The District has determined that LEOFF 2 employees who are vested in the LEOFF System, otherwise eligible to retire, and who elect to retire from the District before Medicare eligibility, provide a cost savings to the District which can be shared with such retirees by the District providing and paying a retiree medical benefit to those individuals on the following terms and conditions.

Now based upon the above recitals it is agreed as follows:

1. Employee agrees to and shall retire from the District effective on the 1st day of January, 2022. In exchange for employee's agreement to retire from the District, on the 1st day of January, 2022, the District agrees to and shall pay the cost for employee's health insurance from and after employee's effective date of retirement from the District, on the terms and conditions as set forth in **Resolution Number 2019-14** adopted by the Board of Commissioners on the 22nd day of August, 2019, a copy of which is attached hereto as Exhibit A. Such obligation is a matter of contract between the District and Employee, and is enforceable as such.

2. This agreement supersedes any effective date of the attached Resolution and shall survive its expiration. The Resolution is attached simply to show the terms and conditions of the Agreement as incorporated via Paragraphs 1-10 in said Resolution.
3. It is agreed this Contract shall survive any consolidation by the District with any other District or municipality including but not limited to, mergers, contractual consolidations and participation in a regional fire authority and that the District agrees to and shall provide that such Contract is honored and effective by any consolidated entity. The District agrees not to enter any consolidation that impairs this Contract.
4. Annually the retiree shall be required to report any other insurance coverage provided to the retiree on a department Insurance Status Request form. Failure by the retiree to complete and return this form may result in the denial of future insurance coverage.
5. In the event the retiree is provided other medical insurance, including but not limited to, through other employment or spouse at no expense to the employee or spouse, the retiree shall immediately notify the District or its successor in writing of such receipt and the District or successor shall immediately cease providing medical coverage as set forth in this Agreement. In the event the retiree has available to him/her, a comparable insurance at a lower rate than the insurance provided by the District or successor, the retiree will enroll in that plan and the District or its successor will reimburse the cost of the premium up to the amount described in Exhibit A. If for any reason the retiree loses the other medical coverage as described above, he or she shall immediately notify the District or successor in writing prior to the lapsing of the coverage and the District or successor shall again provide medical coverage as set forth in **Paragraphs 5 through 8 of Exhibit A** using the formula as if the retiree had continued coverage without interruption. Failure to notify the District or its successor of the availability of other medical insurance shall subject the employee to liability and recoupment by the District or its successor for the cost of any premiums where insurance was provided by the District or its successor when the retiree had available to him/her other medical insurance as set forth above.
6. Should the retiree be denied coverage by the District or its successor, he/she shall have the right to appeal the decision to the District. The appeals board shall be comprised of 2 members from Labor, 2 members from Administration and 1 Commissioner. It shall be the responsibility of the retiree to provide all documentation to validate his/her appeal.

Dated this ____ day of December, 2021.

Snohomish Regional Fire & Rescue

by and through its Board of Commissioners

James Gilden, Paramedic

Agreed to and approved by the International Association of Firefighter Local 2781 to the extent required

By:_____

Its_____



SNOHOMISH REGIONAL FIRE & RESCUE

163 Village Court,
Monroe, Washington 98272
(360) 794-7666 (Fax (360) 794-0959
www.firedistrict7.com

AGREEMENT TO PROVIDE MEDICAL BENEFITS IN EXCHANGE FOR EARLY RETIREMENT

This Agreement is entered into by and between the Snohomish Regional Fire & Rescue, a Washington Municipal Corporation (District), and Michael Hill, a uniformed LEOFF 2 employee of the District ("Employee").

RECITALS:

- A. District is a Washington municipal corporation which employs several employees including employee.
- B. Employee is a uniformed LEOFF 2 member beginning April 1, 1989 and with the District on April 1, 1989.
- C. Employee meets all of the eligibility requirements to retire. Employee is at least 53 years of age, obtained 78 years as outlined in Resolution 2019-14, vested in the LEOFF System, and otherwise eligible to retire from the District, but is not yet eligible for Medicare.
- D. Employee and District recognize that the cost of health insurance discourages many, including employee, from retiring from the District prior to Medicare eligibility.
- E. The District has determined that LEOFF 2 employees who are vested in the LEOFF System, otherwise eligible to retire, and who elect to retire from the District before Medicare eligibility, provide a cost savings to the District which can be shared with such retirees by the District providing and paying a retiree medical benefit to those individuals on the following terms and conditions.

Now based upon the above recitals it is agreed as follows:

1. Employee agrees to and shall retire from the District effective on the 1st day of February, 2022. In exchange for employee's agreement to retire from the District, on the 1st day of February, 2022, the District agrees to and shall pay the cost for employee's health insurance from and after employee's effective date of retirement from the District, on the terms and conditions as set forth in **Resolution Number 2019-14** adopted by the Board of Commissioners on the 22nd day of August, 2019, a copy of which is attached hereto as Exhibit A. Such obligation is a matter of contract between the District and Employee, and is enforceable as such.

2. This agreement supersedes any effective date of the attached Resolution and shall survive its expiration. The Resolution is attached simply to show the terms and conditions of the Agreement as incorporated via Paragraphs 1-10 in said Resolution.
3. It is agreed this Contract shall survive any consolidation by the District with any other District or municipality including but not limited to, mergers, contractual consolidations and participation in a regional fire authority and that the District agrees to and shall provide that such Contract is honored and effective by any consolidated entity. The District agrees not to enter any consolidation that impairs this Contract.
4. Annually the retiree shall be required to report any other insurance coverage provided to the retiree on a department Insurance Status Request form. Failure by the retiree to complete and return this form may result in the denial of future insurance coverage.
5. In the event the retiree is provided other medical insurance, including but not limited to, through other employment or spouse at no expense to the employee or spouse, the retiree shall immediately notify the District or its successor in writing of such receipt and the District or successor shall immediately cease providing medical coverage as set forth in this Agreement. In the event the retiree has available to him/her, a comparable insurance at a lower rate than the insurance provided by the District or successor, the retiree will enroll in that plan and the District or its successor will reimburse the cost of the premium up to the amount described in Exhibit A. If for any reason the retiree loses the other medical coverage as described above, he or she shall immediately notify the District or successor in writing prior to the lapsing of the coverage and the District or successor shall again provide medical coverage as set forth in **Paragraphs 5 through 8 of Exhibit A** using the formula as if the retiree had continued coverage without interruption. Failure to notify the District or its successor of the availability of other medical insurance shall subject the employee to liability and recoupment by the District or its successor for the cost of any premiums where insurance was provided by the District or its successor when the retiree had available to him/her other medical insurance as set forth above.
6. Should the retiree be denied coverage by the District or its successor, he/she shall have the right to appeal the decision to the District. The appeals board shall be comprised of 2 members from Labor, 2 members from Administration and 1 Commissioner. It shall be the responsibility of the retiree to provide all documentation to validate his/her appeal.

Dated this ____ day of December, 2021.

Snohomish Regional Fire & Rescue

by and through its Board of Commissioners

Michael Hill, Lieutenant

Agreed to and approved by the International Association of Firefighter Local 2781 to the extent required

By:_____

Its_____



SNOHOMISH REGIONAL FIRE & RESCUE

163 Village Court,
Monroe, Washington 98272
(360) 794-7666 (Fax (360) 794-0959
www.firedistrict7.com

AGREEMENT TO PROVIDE MEDICAL BENEFITS IN EXCHANGE FOR EARLY RETIREMENT

This Agreement is entered into by and between the Snohomish Regional Fire & Rescue, a Washington Municipal Corporation (District), and Larry Huff, a uniformed LEOFF 2 employee of the District ("Employee").

RECITALS:

- A. District is a Washington municipal corporation which employs several employees including employee.
- B. Employee is a uniformed LEOFF 2 member beginning November 4, 1993 and with the District on November 4, 1993.
- C. Employee meets all of the eligibility requirements to retire. Employee is at least 53 years of age, obtained 78 years as outlined in Resolution 2019-14, vested in the LEOFF System, and otherwise eligible to retire from the District, but is not yet eligible for Medicare.
- D. Employee and District recognize that the cost of health insurance discourages many, including employee, from retiring from the District prior to Medicare eligibility.
- E. The District has determined that LEOFF 2 employees who are vested in the LEOFF System, otherwise eligible to retire, and who elect to retire from the District before Medicare eligibility, provide a cost savings to the District which can be shared with such retirees by the District providing and paying a retiree medical benefit to those individuals on the following terms and conditions.

Now based upon the above recitals it is agreed as follows:

1. Employee agrees to and shall retire from the District effective on the 1st day of April, 2022. In exchange for employees agreement to retire from the District, on the 1st day of April, 2022, the District agrees to and shall pay the cost for employee's health insurance from and after employee's effective date of retirement from the District, on the terms and conditions as set forth in **Resolution Number 2019-14** adopted by the Board of Commissioners on the 22nd day of August, 2019, a copy of which is attached hereto as Exhibit A. Such obligation is a matter of contract between the District and Employee, and is enforceable as such.

2. This agreement supersedes any effective date of the attached Resolution and shall survive its expiration. The Resolution is attached simply to show the terms and conditions of the Agreement as incorporated via Paragraphs 1-10 in said Resolution.
3. It is agreed this Contract shall survive any consolidation by the District with any other District or municipality including but not limited to, mergers, contractual consolidations and participation in a regional fire authority and that the District agrees to and shall provide that such Contract is honored and effective by any consolidated entity. The District agrees not to enter any consolidation that impairs this Contract.
4. Annually the retiree shall be required to report any other insurance coverage provided to the retiree on a department Insurance Status Request form. Failure by the retiree to complete and return this form may result in the denial of future insurance coverage.
5. In the event the retiree is provided other medical insurance, including but not limited to, through other employment or spouse at no expense to the employee or spouse, the retiree shall immediately notify the District or its successor in writing of such receipt and the District or successor shall immediately cease providing medical coverage as set forth in this Agreement. In the event the retiree has available to him/her, a comparable insurance at a lower rate than the insurance provided by the District or successor, the retiree will enroll in that plan and the District or its successor will reimburse the cost of the premium up to the amount described in Exhibit A. If for any reason the retiree loses the other medical coverage as described above, he or she shall immediately notify the District or successor in writing prior to the lapsing of the coverage and the District or successor shall again provide medical coverage as set forth in **Paragraphs 5 through 8 of Exhibit A** using the formula as if the retiree had continued coverage without interruption. Failure to notify the District or its successor of the availability of other medical insurance shall subject the employee to liability and recoupment by the District or its successor for the cost of any premiums where insurance was provided by the District or its successor when the retiree had available to him/her other medical insurance as set forth above.
6. Should the retiree be denied coverage by the District or its successor, he/she shall have the right to appeal the decision to the District. The appeals board shall be comprised of 2 members from Labor, 2 members from Administration and 1 Commissioner. It shall be the responsibility of the retiree to provide all documentation to validate his/her appeal.

Dated this ____ day of December, 2021.

Snohomish Regional Fire & Rescue

by and through its Board of Commissioners

Larry Huff, Assistant Chief

Agreed to and approved by the International Association of Firefighter Local 2781 to the extent required

By:_____

Its_____



SNOHOMISH REGIONAL FIRE & RESCUE

163 Village Court,
Monroe, Washington 98272
(360) 794-7666 (Fax (360) 794-0959
www.firedistrict7.com

AGREEMENT TO PROVIDE MEDICAL BENEFITS IN EXCHANGE FOR EARLY RETIREMENT

This Agreement is entered into by and between the Snohomish Regional Fire & Rescue, a Washington Municipal Corporation (District), and Bernie Perretto, a uniformed LEOFF 2 employee of the District ("Employee").

RECITALS:

- A. District is a Washington municipal corporation which employs several employees including employee.
- B. Employee is a uniformed LEOFF 2 member beginning January 19, 1993 and with the District on January 19, 1993.
- C. Employee meets all of the eligibility requirements to retire. Employee is at least 53 years of age, obtained 78 years as outlined in Resolution 2019-14, vested in the LEOFF System, and otherwise eligible to retire from the District, but is not yet eligible for Medicare.
- D. Employee and District recognize that the cost of health insurance discourages many, including employee, from retiring from the District prior to Medicare eligibility.
- E. The District has determined that LEOFF 2 employees who are vested in the LEOFF System, otherwise eligible to retire, and who elect to retire from the District before Medicare eligibility, provide a cost savings to the District which can be shared with such retirees by the District providing and paying a retiree medical benefit to those individuals on the following terms and conditions.

Now based upon the above recitals it is agreed as follows:

- 1. Employee agrees to and shall retire from the District effective on the 1st day of July, 2022. In exchange for employees agreement to retire from the District, on the 1st day of July, 2022, the District agrees to and shall pay the cost for employee's health insurance from and after employee's effective date of retirement from the District, on the terms and conditions as set forth in **Resolution Number 2019-14** adopted by the Board of Commissioners on the 22nd day of August, 2019, a copy of which is attached hereto as Exhibit A. Such obligation is a matter of contract between the District and Employee, and is enforceable as such.

2. This agreement supersedes any effective date of the attached Resolution and shall survive its expiration. The Resolution is attached simply to show the terms and conditions of the Agreement as incorporated via Paragraphs 1-10 in said Resolution.
3. It is agreed this Contract shall survive any consolidation by the District with any other District or municipality including but not limited to, mergers, contractual consolidations and participation in a regional fire authority and that the District agrees to and shall provide that such Contract is honored and effective by any consolidated entity. The District agrees not to enter any consolidation that impairs this Contract.
4. Annually the retiree shall be required to report any other insurance coverage provided to the retiree on a department Insurance Status Request form. Failure by the retiree to complete and return this form may result in the denial of future insurance coverage.
5. In the event the retiree is provided other medical insurance, including but not limited to, through other employment or spouse at no expense to the employee or spouse, the retiree shall immediately notify the District or its successor in writing of such receipt and the District or successor shall immediately cease providing medical coverage as set forth in this Agreement. In the event the retiree has available to him/her, a comparable insurance at a lower rate than the insurance provided by the District or successor, the retiree will enroll in that plan and the District or its successor will reimburse the cost of the premium up to the amount described in Exhibit A. If for any reason the retiree loses the other medical coverage as described above, he or she shall immediately notify the District or successor in writing prior to the lapsing of the coverage and the District or successor shall again provide medical coverage as set forth in **Paragraphs 5 through 8 of Exhibit A** using the formula as if the retiree had continued coverage without interruption. Failure to notify the District or its successor of the availability of other medical insurance shall subject the employee to liability and recoupment by the District or its successor for the cost of any premiums where insurance was provided by the District or its successor when the retiree had available to him/her other medical insurance as set forth above.
6. Should the retiree be denied coverage by the District or its successor, he/she shall have the right to appeal the decision to the District. The appeals board shall be comprised of 2 members from Labor, 2 members from Administration and 1 Commissioner. It shall be the responsibility of the retiree to provide all documentation to validate his/her appeal.

Dated this ____ day of December, 2021.

Snohomish Regional Fire & Rescue

by and through its Board of Commissioners

Bernie Perretto, Lieutenant

Agreed to and approved by the International Association of Firefighter Local 2781 to the extent required

By:_____

Its_____



SNOHOMISH REGIONAL FIRE & RESCUE

163 Village Court,
Monroe, Washington 98272
(360) 794-7666 (Fax (360) 794-0959
www.firedistrict7.com

AGREEMENT TO PROVIDE MEDICAL BENEFITS IN EXCHANGE FOR EARLY RETIREMENT

This Agreement is entered into by and between the Snohomish Regional Fire & Rescue, a Washington Municipal Corporation (District), and Jamie Silva, a uniformed LEOFF 2 employee of the District ("Employee").

RECITALS:

- A. District is a Washington municipal corporation which employs several employees including employee.
- B. Employee is a uniformed LEOFF 2 member beginning October 11, 1988 and with the District on October 11, 1988.
- C. Employee meets all of the eligibility requirements to retire. Employee is at least 53 years of age, obtained 78 years as outlined in Resolution 2019-14, vested in the LEOFF System, and otherwise eligible to retire from the District, but is not yet eligible for Medicare.
- D. Employee and District recognize that the cost of health insurance discourages many, including employee, from retiring from the District prior to Medicare eligibility.
- E. The District has determined that LEOFF 2 employees who are vested in the LEOFF System, otherwise eligible to retire, and who elect to retire from the District before Medicare eligibility, provide a cost savings to the District which can be shared with such retirees by the District providing and paying a retiree medical benefit to those individuals on the following terms and conditions.

Now based upon the above recitals it is agreed as follows:

- 1. Employee agrees to and shall retire from the District effective on the 1st day of January, 2022. In exchange for employee's agreement to retire from the District, on the 1st day of January, 2022, the District agrees to and shall pay the cost for employee's health insurance from and after employee's effective date of retirement from the District, on the terms and conditions as set forth in **Resolution Number 2019-14** adopted by the Board of Commissioners on the 22nd day of August, 2019, a copy of which is attached hereto as Exhibit A. Such obligation is a matter of contract between the District and Employee, and is enforceable as such.

2. This agreement supersedes any effective date of the attached Resolution and shall survive its expiration. The Resolution is attached simply to show the terms and conditions of the Agreement as incorporated via Paragraphs 1-10 in said Resolution.
3. It is agreed this Contract shall survive any consolidation by the District with any other District or municipality including but not limited to, mergers, contractual consolidations and participation in a regional fire authority and that the District agrees to and shall provide that such Contract is honored and effective by any consolidated entity. The District agrees not to enter any consolidation that impairs this Contract.
4. Annually the retiree shall be required to report any other insurance coverage provided to the retiree on a department Insurance Status Request form. Failure by the retiree to complete and return this form may result in the denial of future insurance coverage.
5. In the event the retiree is provided other medical insurance, including but not limited to, through other employment or spouse at no expense to the employee or spouse, the retiree shall immediately notify the District or its successor in writing of such receipt and the District or successor shall immediately cease providing medical coverage as set forth in this Agreement. In the event the retiree has available to him/her, a comparable insurance at a lower rate than the insurance provided by the District or successor, the retiree will enroll in that plan and the District or its successor will reimburse the cost of the premium up to the amount described in Exhibit A. If for any reason the retiree loses the other medical coverage as described above, he or she shall immediately notify the District or successor in writing prior to the lapsing of the coverage and the District or successor shall again provide medical coverage as set forth in **Paragraphs 5 through 8 of Exhibit A** using the formula as if the retiree had continued coverage without interruption. Failure to notify the District or its successor of the availability of other medical insurance shall subject the employee to liability and recoupment by the District or its successor for the cost of any premiums where insurance was provided by the District or its successor when the retiree had available to him/her other medical insurance as set forth above.
6. Should the retiree be denied coverage by the District or its successor, he/she shall have the right to appeal the decision to the District. The appeals board shall be comprised of 2 members from Labor, 2 members from Administration and 1 Commissioner. It shall be the responsibility of the retiree to provide all documentation to validate his/her appeal.

Dated this ____ day of December, 2021.

Snohomish Regional Fire & Rescue

by and through its Board of Commissioners

Jamie Silva, Assistant Chief

Agreed to and approved by the International Association of Firefighter Local 2781 to the extent required

By:_____

Its_____



SNOHOMISH REGIONAL FIRE & RESCUE

163 Village Court,
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(360) 794-7666 (Fax (360) 794-0959
www.firedistrict7.com

AGREEMENT TO PROVIDE MEDICAL BENEFITS IN EXCHANGE FOR EARLY RETIREMENT

This Agreement is entered into by and between the Snohomish Regional Fire & Rescue, a Washington Municipal Corporation (District), and Mark Toyce, a uniformed LEOFF 2 employee of the District ("Employee").

RECITALS:

- A. District is a Washington municipal corporation which employs several employees including employee.
- B. Employee is a uniformed LEOFF 2 member beginning January 1, 1990 and with the District on January 1, 1990.
- C. Employee meets all of the eligibility requirements to retire. Employee is at least 53 years of age, obtained 78 years as outlined in Resolution 2019-14, vested in the LEOFF System, and otherwise eligible to retire from the District, but is not yet eligible for Medicare.
- D. Employee and District recognize that the cost of health insurance discourages many, including employee, from retiring from the District prior to Medicare eligibility.
- E. The District has determined that LEOFF 2 employees who are vested in the LEOFF System, otherwise eligible to retire, and who elect to retire from the District before Medicare eligibility, provide a cost savings to the District which can be shared with such retirees by the District providing and paying a retiree medical benefit to those individuals on the following terms and conditions.

Now based upon the above recitals it is agreed as follows:

1. Employee agrees to and shall retire from the District effective on the 1st day of April, 2022. In exchange for employees agreement to retire from the District, on the 1st day of April, 2022, the District agrees to and shall pay the cost for employee's health insurance from and after employee's effective date of retirement from the District, on the terms and conditions as set forth in **Resolution Number 2019-14** adopted by the Board of Commissioners on the 22nd day of August, 2019, a copy of which is attached hereto as Exhibit A. Such obligation is a matter of contract between the District and Employee, and is enforceable as such.

2. This agreement supersedes any effective date of the attached Resolution and shall survive its expiration. The Resolution is attached simply to show the terms and conditions of the Agreement as incorporated via Paragraphs 1-10 in said Resolution.
3. It is agreed this Contract shall survive any consolidation by the District with any other District or municipality including but not limited to, mergers, contractual consolidations and participation in a regional fire authority and that the District agrees to and shall provide that such Contract is honored and effective by any consolidated entity. The District agrees not to enter any consolidation that impairs this Contract.
4. Annually the retiree shall be required to report any other insurance coverage provided to the retiree on a department Insurance Status Request form. Failure by the retiree to complete and return this form may result in the denial of future insurance coverage.
5. In the event the retiree is provided other medical insurance, including but not limited to, through other employment or spouse at no expense to the employee or spouse, the retiree shall immediately notify the District or its successor in writing of such receipt and the District or successor shall immediately cease providing medical coverage as set forth in this Agreement. In the event the retiree has available to him/her, a comparable insurance at a lower rate than the insurance provided by the District or successor, the retiree will enroll in that plan and the District or its successor will reimburse the cost of the premium up to the amount described in Exhibit A. If for any reason the retiree loses the other medical coverage as described above, he or she shall immediately notify the District or successor in writing prior to the lapsing of the coverage and the District or successor shall again provide medical coverage as set forth in **Paragraphs 5 through 8 of Exhibit A** using the formula as if the retiree had continued coverage without interruption. Failure to notify the District or its successor of the availability of other medical insurance shall subject the employee to liability and recoupment by the District or its successor for the cost of any premiums where insurance was provided by the District or its successor when the retiree had available to him/her other medical insurance as set forth above.
6. Should the retiree be denied coverage by the District or its successor, he/she shall have the right to appeal the decision to the District. The appeals board shall be comprised of 2 members from Labor, 2 members from Administration and 1 Commissioner. It shall be the responsibility of the retiree to provide all documentation to validate his/her appeal.

Dated this ____ day of December, 2021.

Snohomish Regional Fire & Rescue

by and through its Board of Commissioners

Mark Toycen, Battalion Chief

Agreed to and approved by the International Association of Firefighter Local 2781 to the extent required

By:_____

Its_____



SNOHOMISH REGIONAL FIRE & RESCUE

163 Village Court,
Monroe, Washington 98272
(360) 794-7666 (Fax (360) 794-0959
www.firedistrict7.com

AGREEMENT TO PROVIDE MEDICAL BENEFITS IN EXCHANGE FOR EARLY RETIREMENT

This Agreement is entered into by and between the Snohomish Regional Fire & Rescue, a Washington Municipal Corporation (District), and Carol Walradt, a uniformed LEOFF 2 employee of the District ("Employee").

RECITALS:

- A. District is a Washington municipal corporation which employs several employees including employee.
- B. Employee is a uniformed LEOFF 2 member beginning November 4, 1993 and with the District on November 4, 1993.
- C. Employee meets all of the eligibility requirements to retire. Employee is at least 53 years of age, obtained 78 years as outlined in Resolution 2019-14, vested in the LEOFF System, and otherwise eligible to retire from the District, but is not yet eligible for Medicare.
- D. Employee and District recognize that the cost of health insurance discourages many, including employee, from retiring from the District prior to Medicare eligibility.
- E. The District has determined that LEOFF 2 employees who are vested in the LEOFF System, otherwise eligible to retire, and who elect to retire from the District before Medicare eligibility, provide a cost savings to the District which can be shared with such retirees by the District providing and paying a retiree medical benefit to those individuals on the following terms and conditions.

Now based upon the above recitals it is agreed as follows:

- 1. Employee agrees to and shall retire from the District effective on the 1st day of July, 2022. In exchange for employees agreement to retire from the District, on the 1st day of July, 2022, the District agrees to and shall pay the cost for employee's health insurance from and after employee's effective date of retirement from the District, on the terms and conditions as set forth in **Resolution Number 2019-14** adopted by the Board of Commissioners on the 22nd day of August, 2019, a copy of which is attached hereto as Exhibit A. Such obligation is a matter of contract between the District and Employee, and is enforceable as such.

2. This agreement supersedes any effective date of the attached Resolution and shall survive its expiration. The Resolution is attached simply to show the terms and conditions of the Agreement as incorporated via Paragraphs 1-10 in said Resolution.
3. It is agreed this Contract shall survive any consolidation by the District with any other District or municipality including but not limited to, mergers, contractual consolidations and participation in a regional fire authority and that the District agrees to and shall provide that such Contract is honored and effective by any consolidated entity. The District agrees not to enter any consolidation that impairs this Contract.
4. Annually the retiree shall be required to report any other insurance coverage provided to the retiree on a department Insurance Status Request form. Failure by the retiree to complete and return this form may result in the denial of future insurance coverage.
5. In the event the retiree is provided other medical insurance, including but not limited to, through other employment or spouse at no expense to the employee or spouse, the retiree shall immediately notify the District or its successor in writing of such receipt and the District or successor shall immediately cease providing medical coverage as set forth in this Agreement. In the event the retiree has available to him/her, a comparable insurance at a lower rate than the insurance provided by the District or successor, the retiree will enroll in that plan and the District or its successor will reimburse the cost of the premium up to the amount described in Exhibit A. If for any reason the retiree loses the other medical coverage as described above, he or she shall immediately notify the District or successor in writing prior to the lapsing of the coverage and the District or successor shall again provide medical coverage as set forth in **Paragraphs 5 through 8 of Exhibit A** using the formula as if the retiree had continued coverage without interruption. Failure to notify the District or its successor of the availability of other medical insurance shall subject the employee to liability and recoupment by the District or its successor for the cost of any premiums where insurance was provided by the District or its successor when the retiree had available to him/her other medical insurance as set forth above.
6. Should the retiree be denied coverage by the District or its successor, he/she shall have the right to appeal the decision to the District. The appeals board shall be comprised of 2 members from Labor, 2 members from Administration and 1 Commissioner. It shall be the responsibility of the retiree to provide all documentation to validate his/her appeal.

Dated this ____ day of December, 2021.

Snohomish Regional Fire & Rescue

by and through its Board of Commissioners

Carol Walradt, Firefighter Paramedic

Agreed to and approved by the International Association of Firefighter Local 2781 to the extent required

By:_____

Its_____

SNOHOMISH REGIONAL FIRE AND RESCUE

RESOLUTION #2021-13

A RESOLUTION TO INCREASE POST RETIREMENT MEDICAL STIPEND

WHEREAS, The Board of Fire Commissioners have determined that the 2022 increase in the District's medical insurance plan for retirees is 1% 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 2022 is 3%, 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 up to the 3% COLA for 2022.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The retirement medical payments for eligible retirees shall be increased by no more than 3% over the 2021 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 XX DAY OF DECEMBER, 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

NEW BUSINESS - ACTION



Oath of Office Fact Sheet

Before an elected official may assume office, the election results must be certified and the winner must swear to an oath or affirmation of office (RCW 29A.04.133). Every person elected to office is required by our state and federal constitutions to take an oath prior to serving in office. Certification of the November 2, 2021 General Election is November 23, 2021.

Newly elected official assume office:

County Offices	January 1, 2022	(RCW 29A.60.280)
City/Town/Taxing Districts	January 1, 2022	(RCW 29A.60.280)
School Districts	At the first official Board of Directors meeting after certification of the election	(RCW 28A.343.360)

Unexpired terms can take office immediately following certification of the election and must take an oath before assuming the duties of the office.

Short terms can take office immediately following certification of the election and must take an oath before assuming the duties of the office. They must also take an oath at the beginning of the full term at the beginning of the year. Two oath of office forms will be included to accommodate this requirement.

When should an oath be administered?

An oath can be administered no more than 10 days before the scheduled date of assuming office or at the last regular meeting of the district held before the winner is to take office.

Who can administer the Oath?

- Judges and Notary Publics (RCW 5.28.010)
- County Auditors or Deputies (RCW 36.22.030)
- City/Town Clerks (RCW 35.27.220)
- School Officials (RCW 28A.343.360)
- Clerks of the Courts (RCW 2.32.050)
- County Commissioners (RCW 36.32.120)

Please mail the completed oath of office to our office to have it recorded.

Snohomish County Elections
3000 Rockefeller Ave M/S 505
Everett, WA 98201

If you have any questions, please feel free to contact Mary Senter at (425) 388-3321.



OATH OF OFFICE

STATE OF WASHINGTON) ss
 COUNTY OF SNOHOMISH)

I, **Jeff Schaub**, do solemnly swear (or affirm) that I will support the Constitution and Laws of the United States and the Constitution and Laws of the State of Washington, and that I will faithfully and impartially perform and discharge the duties of the office of **Snohomish Regional Fire & Rescue Commissioner Position 2** for a **6-year term** according to law to the best of my ability.

 (signature)

Subscribed and sworn to before me this ____ day of _____, _____.

Signature _____

Official Title _____



OATH OF OFFICE

STATE OF WASHINGTON) ss
COUNTY OF SNOHOMISH)

I, **Jim Steinruck**, do solemnly swear (or affirm) that I will support the Constitution and Laws of the United States and the Constitution and Laws of the State of Washington, and that I will faithfully and impartially perform and discharge the duties of the office of **Snohomish Regional Fire & Rescue Commissioner Position 5** for a **6-year term** according to law to the best of my ability.

(signature)

Subscribed and sworn to before me this ____ day of _____, _____.

Signature _____

Official Title _____

COMMITTEE REPORTS

OTHER MEETINGS ATTENDED

EXECUTIVE SESSION