

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



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

BOARD OF FIRE COMMISSIONERS MEETING MINUTES SNOHOMISH COUNTY FIRE DISTRICT 7

Fire District 7 Station 31 Training Room
163 Village Court, Monroe, WA 98272

January 23, 2020

1730 hours

CALL TO ORDER

Commissioner Waugh called the meeting to order at 1730 hours.

PUBLIC:

Shawn Frederick from Lake Stevens Council attended the meeting.

UNION COMMENT

IAFF: Union President Michael McConnell congratulated the board on the New Year and the exciting new adventure ahead. They congratulate the retiring of the tenured Chiefs' Meek and Andrews. He thanked the Administration and board for the collaborative effort toward the merger impact process, looks forward to wrapping this process up, and moving onto the next chapter.

CHIEFS REPORT

Chief O'Brien introduced and welcomed new staff member, Zach Lewis, the District's new Logistics Technician. He noted that the District has incorporated a great plan for dealing with the Coronavirus. Chief O'Brien discussed items from the Chief's Report.

CONSENT AGENDA

Approve Vouchers

Benefit Vouchers: #20-00099 - #20-00106; (\$588,785.98)

AP Vouchers: #20-00107 - #20-00226; (\$537,510.85)

AP Voucher: #20-00227; (\$49,111.20)

Approve Payroll

January 15, 2020; \$1,093,509.95

Approval of Minutes

Approve Regular Board Meeting Minutes – January 9, 2020

Motion to approve the Consent Agenda as submitted.

Motion by Commissioner Snyder and 2nd by Commissioner Steinruck

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

OLD BUSINESS

Discussion

New District Name

Chief O'Brien thanked the naming team for all their hard work in the past couple months to pick a name.

They presented three names: Snohomish County Fire Department, Snohomish County Fire, and Snohomish Fire & Rescue.

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They discussed the FDSC was not chosen. Even with its popular nature, it was the most polarized being #2 of the most liked but also had the highest number disliked. Going forward as a new district, the team decided to remove this name to prevent internal conflict. The top two name endings were Fire & Rescue, and Fire.

Commissioner Fay inquired into whether the Snohomish County term being in the name was still a concern with citizen funding confusion. Dr. Sikora and the team felt it was more an automatic reaction to the recent vote and should not affect the choice in the District name.

Chief O'Brien noted that it felt that people were passionate about Snohomish County being the name.

Motion to move the District naming to an action item and approve Snohomish County Fire & Rescue as the new District name.

Motion by Commissioner Fay and 2nd by Commissioner Gagnon

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

New District Launch

Chief O'Brien informed the board of the new district launch plan to develop systems, processes, and values. The district will begin meeting with Kendall Hodson to develop a new strategic plan but explained that this document is to help create a bridge to that plan.

Action

Approval of impact bargaining agreement with local 2781

Move to follow the executive session.

NEW BUSINESS

Discussion

Snohomish County Fire District 7 Public Affairs Education Programs

Heather Chadwick and Kaitlin King presented the 2019 Education Recap and 2020 Projections.

Training Consortium ILA

Chief O'Brien explained that the build team had been working on the training consortium ILA for the past couple years to improve firefighter safety and performance by enhancing interoperability, working together and creating partnerships. This ILA creates a formal partnership with Everett Fire, South County Fire and Marysville Fire, creates a financial system for sharing costs and does not require the District to engage in the expenses right away with separate agreements for the Fire Academy that the Board would be requested to approve. The plan is flexible with being one of the owners of it. This is a first look at the ILA for the board to formalize the partnership with the other districts. The District believes it is a good agreement and good for the District and appreciates all the work the build team has put into it.

The next step is to evaluate it and seek approval for it at the next meeting. The other districts are doing the same with their attorneys having looked at it as well.

Resolution 2020-02 Appoint Claims for Damages Agent

Business Administrator Leah Schoof noted the governing board must assign an agent to receive claims for injury or damages that come against the District. This resolution is a housekeeping issue to be able to post to the public that should someone decide to submit a claim it will explain who, where, and how to do that. This was a fresh view of the

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resolution with an action at the next meeting.

Motion to move this Resolution to an action item and to approve Resolution 2020-02 to Appoint Claims for Damages Agent as proposed.
Motion by Commissioner Elmore and 2nd by Commissioner Gagnon
On Vote, **Motion Carried 9/0**

Resolutions regarding Unprotected Land Billing

Assistant Chief Silva explained that November 2018 the Fire District 7 board authorized a resolution to bill unprotected areas. After a response to unprotected land, an invoice would be sent with a \$350 admin fee and sent to collections if not paid. A letter followed that was sent to about 400 unprotected parcels that explained three options: 1) do nothing and receive an invoice if there was a response, 2) contract for service, or 3) annex into the District. 17 properties are in the process to be annexed. Majority of the calls to these properties are EMS calls and the 2018 resolution states that the property owner was to be billed. This was not effective if the patient was not the property owner. Discussions with the district lawyer, Rich Davis, resulted in the improved resolutions. Resolution 2020-04 updates the EMS billing transport fees that allows for building the \$350 admin fee into the transport fee. The second resolution 2020-05 allows for billing the \$350 admin fee if there is a response with no transport.

Motion to move the two resolutions to an action item and approve Resolution 2020-04 and Resolution 2020-05.
Motion by Commissioner Schaub and 2nd by Commissioner Steinruck
On Vote, **Motion Carried 9/0**

Action

Resolution 2020-03 Declare the Week of January 20 Community Risk Reduction Week

DC Dorsey presented and read the resolution proposing the declaration of the week of January 20 Community Risk Reduction Week.

Motion to approve the Resolution 2020-03 Declaring the Week of January 20 Community Risk Reduction Week.
Motion by Commissioner Elmore and 2nd by Commissioner Steinruck
On Vote, **Motion Carried 9/0**

COMMISSIONER COMMITTEE REPORTS

The final list for the committee members was presented at the meeting.

Joint Fire Board with Mill Creek: Commissioner Waugh asked if the members could stay a couple minutes afterwards. The Police Chief of Mill Creek suggested the district be more active in their participation with the Mill Creek Board. The meetings are held the 1st, 2nd and 4th Tuesdays of the month at 6pm.

Shop Committee: The meeting was cancelled and will need to be rescheduled.

OTHER MEETINGS ATTENDED

Snohomish County 911 (Waugh): The biggest discussion continues to be who will own the radios. Ownership also involves who performs the installation. District 7 has requested to install the radios themselves. The wave implementation program will be initiated and a facilities report will be coming as soon as Everett decides what they would like to do with the building.

Leadership Meeting: February 5, 2020

Sno-Isle Commissioner Meeting: Banquet February 1, 2020

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GOOD OF THE ORDER

Commissioner Snyder commented that the official use of the Districts new name will need to wait for the formalities to occur first. Attorney Brian Snure noted there were options. A formal name change would need to be approved by the County Counsel with a DBA of Snohomish County Fire & Rescue that keeps the legal name Snohomish County Fire District 7 and that there is a procedure under the statute to formally change the name. He deferred to admin staff as to what makes the most sense for the District. The only time it would really make a difference is bonding where it would still show the full legal name.

Reminder of Chief Andrews' flag lowering ceremony for 44 years of service on January 31 at 10am.

There was a ceremony the night of the Board Meeting for the passing of Dick Schrock. He did a lot for the fire district in regards to the 911 consolidation and the levy for the radio service, and legislation. Commissioner Waugh respectfully stated that he will be greatly missed in the fire service and apologizes for not being able to attend.

Legislative Day is next Tuesday January 28, 2020.

Chief O'Brien announced that a long time citizen and supporter of Fire District 7, Betty Wockner passed away. Her service will be Sunday January 26, 2020 11am at Purdy & Walters at Floral Hills, 409 Filbert Road, Lynnwood.

Assistant Chief Guptill informed the Board that Ronnie Reid, past volunteer firefighter and Assistant Chief for 28 years, passed away Friday January 17, 2020.

ATTENDANCE CHECK

Regular Commissioner Meeting, Thursday February 13 at 1730 - Station 31 Training Room

EXECUTIVE SESSION

At 1835 hours Chairman Waugh called for an executive session to discuss Union 2781 collective bargaining negotiations per RCW 42.30.140(4)(a) and Staff Contracts per RCW 42.30.110(1)(g) for fifteen (15) minutes. Chief O'Brien, Business Administrator Leah Schoof, HR Director Pamella Holtgeerts, and District Attorney Brian Snure also attended the executive session.

Chairman Waugh reconvened the open public meeting at 1850 hours with the following action:

Motion to approve the MOU with Union 2781 regarding the merger impacts.
Motion by Commissioner Elmore and 2nd by Commissioner Steinruck.
On Vote, **Motion Carried 9/0**

ADJOURNMENT

Chairman Waugh adjourned the meeting at 1851.

Snohomish County Fire District #7


Commissioner Randy Fay

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Commissioner Rick Edwards

Vice Chairman Troy Elmore

Commissioner Paul Gagnon

Commissioner Jeff Schaub

Commissioner William Snyder

Commissioner Jim Steinruck

Chairman Roy Waugh

Commissioner Randal Woolery

Chief Kevin K. O'Brien