



SNOHOMISH REGIONAL FIRE & RESCUE

BOARD OF FIRE COMMISSIONERS MEETING MINUTES

SNOHOMISH REGIONAL FIRE & RESCUE

SRFR Station 31 Training Room / Via Zoom

163 Village Court, Monroe, WA 98272

February 22, 2024, 1730 hours

CALL TO ORDER

Chairman Elmore called the meeting to order at 1730 hours. In attendance were Commissioner Edwards, Chairman Elmore, Vice Chairman Fay, Commissioner Schaub, and Commissioner Waugh; and via Zoom were Commissioner Gagnon, Commissioner Steinruck, and District Secretary Snure.

PUBLIC COMMENT

N/A

UNION COMMENT

N/A

CHIEF'S REPORT

As presented. Chief O'Brien thanked our firefighters and paramedics for doing a great job, and he thanked our staff and Commissioners for their work. Chief O'Brien explained the Chief's Report is a team effort, and he thanked everyone for their contributions.

COMMISSIONER REPORTS

Finance Committee - Chairman Elmore commented that they took a high-level look at the 2023 final quarter report. They also discussed budget amendments, risk management, and CBA topics.

Sno911 Committee - Commissioner Waugh commented that they approved the new digital paging system.

COMMITTEE MEETING MINUTES

Policy Committee - February 8, 2024

CONSENT AGENDA

Approval of Vouchers

Benefits Vouchers: 24-00429 to 24-00438; (\$710,031.31)

AP Vouchers: 24-00439 to 24-00535; (\$314,679.96)

Approval of Payroll

February 15, 2024 (\$1,147,456.05)



SNOHOMISH REGIONAL FIRE & RESCUE

Approval of Minutes

Approve Regular Board Meeting Minutes February 8, 2024

Motion to approve the Consent Agenda as submitted.

Motion by Vice Chairman Fay and 2nd by Commissioner Schaub.

On vote, Motion carried 7/0.

OLD BUSINESS

Discussion

N/A

Action

Darkhorse

Chief O'Brien commented that we've done some great background research on Darkhorse Analytics, and this is going to be a great tool for us.

Assistant Chief Messer commented that they will be releasing the community risk assessment program by the end of the year or the first of next year. This is something we would like to use, and we will evaluate it once it comes out to be sure that it meets our needs. It's a good program to push forward for our data analytics for accreditation.

Motion to approve the Darkhorse contract as submitted.

Motion by Chairman Elmore and 2nd by Commissioner Edwards.

On vote, Motion carried 7/0.

Policy Updates

- Policy 208 Post-Incident Analysis (PIA)
- Policy 307 Aircraft Operations
- Policy 308 Atmospheric Monitoring for Carbon Monoxide
- Policy 310 Mid-Rise/High-Rise Incident Management
- Policy 612 Wildland Fire Shelter Deployment Training
- Policy 906 Apparatus / Vehicle Backing
- Policy 917 Hazard Communication
- Policy 1009 Reporting for Duty
- Policy 1029 Badges
- Policy 1030 Identification Cards
- Policy 1031 Work-Related Illness and Injury Reporting

Motion to approve Policies 208, 307, 308, 310, 612, 906, 917, 1009, 1029, 1030, and 1031 as submitted.

Motion by Commissioner Waugh and 2nd by Commissioner Steinruck.

On vote, Motion carried 7/0.



Deputy Chief of Training and Safety

Chief O'Brien commented that we talked about the Deputy Chief of Training and Safety position at the last meeting. Our training and safety at Snohomish Regional Fire & Rescue is an excellent program and we see a need to fill this position. We plan to open this up as soon as possible, both internally and externally. Thank you to Deputy Chief Titland for stepping up and helping us run the Training Division.

Motion to approve the hiring of the Deputy Chief of Training and Safety as submitted.

Motion by Commissioner Schaub and 2nd by Vice Chairman Fay.

On vote, Motion carried 7/0.

NEW BUSINESS

Discussion

Policy Updates

- Policy 100 Fire Service Authority
- Policy 101 Chief Executive Officer Qualifications
- Policy 102 Policy Manual
- Policy 327 Line-of-Duty Death and Serious Injury Investigations

Deputy Chief McConnell introduced the four policies and thanked the Policy Committee for their work. Please let Deputy Chief McConnell or the Committee Chair know if there are any questions or concerns.

Commissioner Waugh asked about Policy 327, Line-of-Duty Death and Serious Injury Investigations, and whether post-retirement should be included (death away from the job, even though it's related to the job). Deputy Chief McConnell confirmed that they will evaluate this. Chairman Elmore suggested Battalion Chief Putnam may be a good resource on this topic.

Action

N/A

GOOD OF THE ORDER

Vice Chairman Fay thanked Leah Schoof and Camille Tabor for their great reports at the Finance Committee Meeting.

Commissioner Schaub commented that he met with Assistant Chief Lundquist, Assistant Chief Messer, and Deputy Chief Rasmussen regarding capital facility projects, and he appreciated the updates.

ATTENDANCE CHECK

Regular Commissioner Meeting March 14, 2024, at 1730 - Station 31 Training Room/Zoom.
Commissioner Edwards will be unable to attend the March 14, 2024 Commissioner Meeting.



EXECUTIVE SESSION

RCW 42.30.140(4)(a): Labor Negotiations

Chairman Elmore called for an Executive Session to begin at 1745 hours for 5 minutes with no expected decision to follow. Chairman Elmore resumed the regular Board of Commissioners meeting at 1750 hours.

ADJOURNMENT

Chairman Elmore adjourned the meeting at 1750 hours.

Snohomish Regional Fire & Rescue

Commissioner Rick Edwards

Chairman Troy Elmore

Vice Chairman Randy Fay

Commissioner Paul Gagnon

Commissioner Jeff Schaub

Commissioner Jim Steinruck

Commissioner Roy Waugh