



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

April 25, 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, Commissioner Steinruck, and Commissioner Waugh; and via Zoom was District Secretary Snure. Also, Commissioner Gagnon was an excused absence.

#### **PUBLIC COMMENT**

N/A

#### **UNION COMMENT**

IAFF – One comment from the IAFF thanked everyone for all the positive turns in the last couple of weeks and for all the cooperation. The training with South County Fire has been really positive and appreciated.

#### **CHIEF'S REPORT**

As presented. Chief O'Brien thanked the crews and the staff for doing a great job. He congratulated our new promotions: new Driver/Operators Nate Brown, Geoff Jacobs, and Ross Rumann; new Lieutenants Travis Rask, Chris Robertson, Chad Squire, and Steve Kuhlman; and new Battalion Chiefs James Hammeren, Jamal Beckham, and Chris Stablein.

#### **COMMISSIONER REPORTS**

*Capital Facilities Committee* – Commissioner Steinruck commented that they discussed the following topics: Station 83 Update, Station 31 Shop Update, Station 81 Update, Station 82 Update, Station 32 Update regarding alternate site, Station 72 Update regarding water and septic, Admin Building Update, and the Upcoming Station Design Conference.

*Finance Committee* – Chairman Elmore commented that they reviewed the forecasting model regarding levies, fire benefit charge, bonds, and staffing. They also discussed the risk management assessment update, changes to shop contract and executive compensation study.

*Post-Employment Medical* – Chairman Elmore confirmed with the Board to remove the topic of Post-Employment Medical from the Committee Reports.



*Sno911 Committee* – Commissioner Waugh commented that Assistant Chief Lundquist was reelected as a voting member from our agency. He also had a Snohomish County EMS Task Force meeting where they received an update from Dr. Keay and Scott Dorsey regarding their current status, they are moving ahead more efficiently.

*Leadership Meeting* – Commissioner Schaub commented that there was lots of good discussion at the Leadership Meeting with an attitude of solving problems. The crews appreciated the transparency from the Chief. Commissioner Waugh agreed it was a positive interaction with the members.

*Sno-Isle Commissioner Meeting* – Vice Chairman Fay commented that May is going to be a hybrid meeting and Gold Bar is going to host. The new sheriff will be their guest speaker and this will be open to our chief officers as well.

## **COMMITTEE MEETING MINUTES**

Policy Committee – April 11, 2024

## **CONSENT AGENDA**

### **Approval of Vouchers**

Benefits Vouchers: 24-00990 to 24-01000; (\$766,951.33)

AP Vouchers: 24-01001 to 24-01091; (\$521,908.17)

### **Approval of Payroll**

April 15, 2024 (\$1,373,378.48)

### **Approval of Minutes**

Approve COMEX Workshop Meeting Minutes March 25-27, 2024

Approve Regular Board Meeting Minutes April 11, 2024

### **Motion to approve the Consent Agenda as submitted.**

Motion by Commissioner Edwards and 2nd by Commissioner Schaub.

On vote, Motion carried 6/0.

## **OLD BUSINESS**

### **Discussion**

#### *Sikora Report*

Chief O'Brien reported on what they have been doing to address the Sikora Report findings. They have been meeting with the crews individually, and during morning briefings. They discussed the report at the Leadership Meeting with multiple group discussions. Chief O'Brien is attending the Battalion Chief and Lieutenant Meetings along with Assistant Chief Lundquist. The Cultural Leadership Team (CLT) has been meeting and they are working on some ideas. Additionally, a hiring committee has recently been formed and they are looking forward to seeing some new processes. Our HR Division is committed to transforming our HR into the best internal HR possible.



## SNOHOMISH REGIONAL FIRE & RESCUE

Vice Chairmen Fay thanked the IAFF for their comments this evening. He mentioned that they came out of COMEX knowing that with the feedback received, this is going to be a long haul. There are things that need better communication and things that need to be fixed. Your feedback and your patience is important; we want to collaborate with you and get it right so we have a good strong path going forward. He asked if there has been any discussion about changing the mission of the CLT? Chief O'Brien confirmed that this would be their choice, and they would like a commissioner to be on their committee.

Lieutenant Gardner commented that there is a two-year commitment with this current committee. At the end of this year there will be a restructuring and we will seek out new members for the committee.

### **Action**

*Darkhorse Community Risk Assessment: CRA Module*

**Motion to approve the Darkhorse Community Risk Assessment: CRA Module as submitted.**

Motion by Commissioner Waugh and 2nd by Commissioner Steinruck.

On vote, Motion carried 6/0.

### *Policy Review*

- Policy 309 Staging
- Policy 315 Wildland Firefighting
- Policy 606 Hearing Loss Prevention & Noise Control Training
- Policy 918 Health & Safety

**Motion to approve Policies 309, 315, 606, and 918 as submitted.**

Motion by Chairman Elmore and 2nd by Vice Chairman Fay.

On vote, Motion carried 6/0.

### *Resolution 2024-3 Quarter 1 Surplus*

**Motion to approve Resolution 2024-3 Quarter 1 Surplus as submitted.**

Motion by Commissioner Edwards and 2nd by Commissioner Schaub.

On vote, Motion carried 6/0.

### **NEW BUSINESS**

#### **Discussion**

*Shop Contract: Hour Correction MOU*

Assistant Chief Messer commented that we have some housekeeping to do for our shop as they move to a 4/10 schedule. DC Rasmussen confirmed this is a housekeeping item regarding their vacation and holidays to adjust for the new 10-hour days. There is no change to the amount of paid time off.



**Action**  
N/A

### **GOOD OF THE ORDER**

Commissioner Steinruck – As we show more visibility in the stations and build that trust with our members, what do we do with that information? How do we bring it back to the Commissioners? There are going to be some things that we will need to get information back to the members, how do we bring this forward?

Chairman Elmore – I would get permission to bring information back to the Chief, and keep names confidential if requested.

Commissioner Steinruck – When we do what we are doing, for example, with Station 83 and move our vehicles up to Station 82, how do we let the public know what is going on? How does the public get the information that they are still protected.

Vice Chairman Fay – A while back when we were looking to combine two stations, we decided to hold public meetings and discussed the plans moving forward. We also used the district newsletter to communicate our message.

Chairman Elmore – If we have information that is appropriate for a Board Meeting, we could address it at the Good of the Order.

Commissioner Waugh – We have a chain of command to work through an issue and we would take the information to the Chief.

Chief O'Brien commented he would appreciate hearing from our Board Members if they have had a conversation with one of our members. It's healthy.

Commissioner Waugh – The Fire Commissioners Education Committee met recently and the topic for the Chelan Conference is strategic planning. The fall conference will focus on volunteerism updates, lid lifts and taxes, labor negotiations, and diversity in the fire service.

Commissioner Schaub – It's exciting to see the progress for Station 81 and Station 72; it has been a very positive experience.

### **ATTENDANCE CHECK**

Regular Commissioner Meeting May 9, 2024, at 1730 - Station 31 Training Room/Zoom.

### **EXECUTIVE SESSION**

RCW 42.30.110(1)(b): To discuss the purchase or lease of real estate



Chairman Elmore called for an Executive Session to begin at 1815 hours for 10 minutes. Chairman Elmore extended the executive session for an additional 5 minutes, until 1830 hours. Chairman Elmore resumed the regular Board of Commissioners Meeting at 1830 hours and announced there would be no decision at this time.

**ADJOURNMENT**

Chairman Elmore adjourned the meeting at 1830 hours.

Snohomish Regional Fire & Rescue

Commissioner Rick Edwards

*Commissioner Troy Elmore*

Commissioner Troy Elmore

Vice Chairman Randy Fay

*Paul R. Gagnon*

Commissioner Paul Gagnon

Commissioner Jeff Schaub

Commissioner Jim Steinruck

Commissioner Roy Waugh