



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

June 13, 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 Gagnon, Commissioner Schaub, Commissioner Steinruck; and via Zoom were Commissioner Waugh and District Secretary Snure.

PUBLIC COMMENT

N/A

UNION COMMENT

President Fisher commented that they have a tentative agreement on the represented chief officers' contract, and they voted on it yesterday with 12 yes and 0 no. They look forward to the Commissioners seeing the contract soon.

CHIEF'S REPORT

As presented. Chief O'Brien congratulated Driver Operator Lengkeek and Battalion Chief Elmore on their retirements. We have had the second round of interviews for firefighter / paramedic, and plan to start the Chief's interviews next week. Thank you to the Hiring Committee and HR for their efforts. We will have the third round of interviews for Deputy Chief in July and then we look forward to the Chief's interviews. The Station 72 septic system has failed, and we need to connect to a sewer line. In the meantime, we are utilizing the septic tank as a holding tank, and we now have Engine 72 restationed back over there. We have a signed agreement with Snohomish Fire District 4 on the RLB Training Center. We are having good monthly meetings with Chief Waller and Chief Eastman regarding working together and strengthening our partnerships. Chief O'Brien also thanked Community Relations for their hard work with the schools this week.

COMMISSIONER REPORTS

Sno-Isle Commissioner Meeting – Vice Chairman Fay commented that the Sno-Isle Commissioner Meetings for July and August have been cancelled, and their next meeting will be in September.

Policy Committee – Commissioner Schaub commented that they have reviewed six additional policies, Policies 601, 602, 605, 610, 910, and 921. They continue to make good progress.

COMMITTEE MEETING MINUTES

N/A



CONSENT AGENDA

Approval of Vouchers

Benefits Vouchers: 24-01353 to 24-01368; (\$1,542,539.79)

AP Vouchers: 24-01369 to 24-01516; (\$568,294.09)

Approval of Payroll

May 31, 2024 (\$5,303,760.85)

Approval of Minutes

Approve Regular Board Meeting Minutes May 23, 2024

Motion to approve the Consent Agenda as submitted.

Motion by Commissioner Steinruck and 2nd by Commissioner Schaub.

On vote, Motion carried 7/0.

OLD BUSINESS

Discussion

Continuous Improvement: Strategic Plan

Chief O'Brien asked Deputy Chief McConnell to give some brief highlights on our Strategic Plan.

Deputy Chief McConnell commented that we learned from the 2024 Sikora Report that we need to take action, and we need to create a connection with our members with effective communication. He reviewed our communication methods including the shared drive for documents, website, Chief's videos, annual program appraisals and compliance report, Commission Executive Workshop Communications, Leadership Meetings, 8:05 meetings, memos and emails. He also identified some communication challenges and offered suggestions for improvement: increase Chief's videos; expanded 8:05 attendance; update Leadership Meeting format; expansion of CLT, Hiring, and Ops Committees; access to leadership, officer meetings, station visits; prioritize face to face communications; solicitation for website rebuild; leverage tech platforms; and increased reporting access, frequency and relevance. Specifically with the Strategic Plan we need to do better at sharing the impact of plan completion and highlighting the connection of new programs and initiatives to the Strategic Plan. Similarly with the accreditation process, we need to communicate the why and highlight the direct impact of the accreditation process.

Deputy Chief McConnell commented that we want to be responsive to internal and external stake holders' needs and concerns. The Strategic Plan and accreditation process are the foundation to our common goals and unifying vision. Increased communication is an ongoing priority.

Vice Chairman Fay commented another frustration is the ownership issue. We would like to set the bar high, so that the Strategic Plan is a part of our members' day, so it becomes a part of our culture. It has to happen together, and all of us need to be a part of the solution. Deputy Chief McConnell commented that so many people have come to the organization post plan development, and if we can be very thoughtful



with the creation of the next Strategic Plan with in-person collaboration, we can create the buy-in and ownership. It has a lot to do with looking ahead.

Action

Policy Review

- Policy 318 Safe Haven for Newborns
- Policy 322 Child Abuse Reporting
- Policy 323 Disposition of Valuables
- Policy 325 Adult Abuse
- Policy 335 Firefighter Rescue Survey
- Policy 604 Hazard Communication Program Training
- Policy 710 Non-Official Use of District Property
- Policy 903 Communicable Diseases

Motion to approve Policies 318, 322, 323, 325, 335, 604, 710, and 903 as submitted.

Motion by Chairman Elmore and 2nd by Commissioner Edwards.

On vote, Motion carried 7/0.

NEW BUSINESS

Discussion

N/A

Action

N/A

GOOD OF THE ORDER

Chairman Elmore – It has been discussed at the Snohomish Fire District 4 Regional Partners Meeting and at the Sno-Isle Commissioners Meeting, that throughout the county public safety has had issues getting their permits, which is very costly in numerous ways for the community. We hope to get something in writing that would give priority to emergency personnel for permit issues.

Also there will be a meeting on Tuesday, June 18th and located at Snohomish Fire District 4 Headquarters. There will be a social at 1700 hours and then a meeting with regional partners at 1800 hours. Snohomish Regional Fire & Rescue will have four Commissioners in attendance, so this will need to be a Special Meeting.

ATTENDANCE CHECK

Regular Commissioner Meeting June 27, 2024, at 1730 - Station 31 Training Room/Zoom.

EXECUTIVE SESSION

RCW 42.30.140(4)(b): Labor Negotiations



Chairman Elmore called for an Executive Session to begin at 1805 hours for 10 minutes with no decision to follow. Chairman Elmore resumed the regular Board of Commissioners Meeting at 1815 hours.

ADJOURNMENT

Chairman Elmore adjourned the meeting at 1815 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