

**Summary Minutes of the Regular Board Meeting
August 22, 2019**

Commissioner Waugh called the meeting of the Board of Fire Commissioners to order at 1700 hours. Commissioners Fay, Schaub, Snyder, Waugh, Wells and Woolery were present.

GENERAL PUBLIC COMMENT: Karen Miltenberger from Nicholson & Associates Insurance gave a brief description of what her group is capable of providing and has submitted premium overview materials for future coverage.

UNION COMMENT: Ray Sayah commented that station 41 in Snohomish County Fire District 4 is currently planned to stay staffed largely due to the community response. The IAFF has had the opportunity to review the resolution for the retiree medical healthcare program and they believe the proposed changes are positive.

CHIEF'S REPORT

Chief Meek discussed items from the Chief's Report.

There was discussion about plans to move forward with educating the community in order to get the Levy passed in November.

CONSENT AGENDA

A. Voucher Approval:

- Vouchers #19-02000 - #19-02007 in the amount of \$403,046.79 were presented to be approved.
- Vouchers #19-02008 - #19-02117 in the amount of \$319,317.31 were presented to be approved.
- Vouchers #19-02118 in the amount of \$1,415.00 were presented to be approved.

B. Payroll Approval: August 15, 2019; (\$732,181.10)

C. Approval of Minutes

- 1) Approve Board Meeting Minutes of August 8, 2019.

D. Secretary's Report on Correspondence

MOTION: Commissioner Fay moved and Commissioner Schaub seconded to approve the Consent Agenda. On vote, **Motion Carried 6/0**

DISCUSSION ITEMS:

- A.** Resolution 2019-13 – Authorizing the Chief to accept grants on behalf of the District, not to exceed \$10,000. Chief Meek mentioned the District has the opportunity to accept small grants on a regular basis from multiple agencies. This would allow the Chief to sign in acceptance for those grants. The board would be notified of each grant the District receives. Commissioner Waugh asked for a motion to move Resolution 2019-13 to an action item.

MOTION: Commissioner Snyder moved and Commissioner Woolery seconded to approve moving Resolution 2019-13 to an action item. On vote, **Motion Carried 6/0**

B. Draft Governing Rules and Policies –

Chief Meek explained that this will be brought back to the Joint Board meeting, however wanted to provide it since it was available at this time. Commissioner Waugh noted the policy states that the Chair will be responsible for approving expense vouchers for other Commissioner's and he believes that language should be removed, as it is unnecessary. Commissioner Schaub mentioned that 3.1 still

1 states governing board and should be changed to board of commissioners. Commissioner Snyder stated
2 that in 13.1(g) or preparation for should be stricken as there is no way to document this.
3

4 **ACTION ITEMS:**

5 A. Resolution 2019-13 – Authorizing the Chief to accept grants on behalf of the District, not to exceed \$10,000
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8 **MOTION:** Commissioner Wells moved and Commissioner Woolery seconded to approve Resolution 2019-13 –
9 Authorizing the Chief to accept grants on behalf of the District, not to exceed \$10,000. On vote, **Motion Carried**
10 **6/0**

11 B. Communications contract with Liz Loomis –

12 This contract would extend the current contract through November 2019. Commissioner Snyder
13 questioned whether we should make alternative considerations following the result of the last levy in
14 August. Chief Meek noted that Liz has provided positive results for the District in the past.
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16 **MOTION:** Commissioner Schaub moved and Commissioner Wells seconded to approve the communications
17 contract extension with Liz Loomis. On vote, **Motion Carried 6/0**
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19 C. Revised VEBA MOU IAFF 2781 –

20 The representative from HRA VEBA provided a language clarification due to the program
21 requiring all members in a particular group to participate. This incorporates the required language
22 change.
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25 **MOTION:** Commissioner Fay moved and Commissioner Schaub seconded to approve the VEBA MOU IAFF
26 2781. On vote, **Motion Carried 6/0**
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29 **COMMISSIONER COMMITTEE REPORTS**

30 A. **Risk Management:** Meets August 27, 2019 at Snohomish County Fire District 22 at 1900

31 B. **Facility Committee:** There will be a station tour for Commissioners held August 23, 2019.

32 C. **Shop Committee:** Jen Pardee is working towards getting a meeting set up to update the board on
33 the shop second quarter report.
34

35 **OTHER MEETINGS ATTENDED**

36 A. **Sno 911:** Chief Guptill mentioned they are working on finalizing the budget.

37 B. **Leadership Meeting:** Meets next October 2, 2019 0900 at Station 71 Training Room

38 C. **Sno-Isle Commissioner Meeting:** September 5, 2019 1930 at Central Whidbey
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40 **OLD BUSINESS:** Pamella Holtgeerts introduced Kendra Johnson the new Human Resource Analyst.
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42 **CALL ON BOARD:**

43 Commissioner Fay apologized for not being present at the last board meeting.
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45 **ATTENDANCE CHECK**

46 All board members in attendance noted they would be available for the next board meeting at 1530 on September
47 12, 2019 at the Station 31 Admin Building with exception to Commissioner Waugh.
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49 **EXECUTIVE SESSION:**

50 The Commissioners went into Executive Session at 1747 for (30) minutes to discuss a contract for service and
51 personnel contracts per RCW 42.30.140. A fifteen (15) minute extension was requested, followed by a five (5)
52 minute extension.
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1 Regular session resumed at 1837 with the following action:
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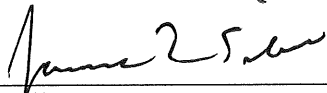
4 **MOTION:** Commissioner Fay moved and Commissioner Woolery seconded to approve Resolution 2019-14 –
5 To restate a retiree medical benefit for District #7 LEOFF 2 employees. On vote, **Motion Carried 6/0**
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7 **MOTION:** Commissioner Wells moved and Commissioner Snyder seconded to approve Resolution 2019-15 –
8 To establish professional leave for exempt level employees. On vote, **Motion Carried 6/0**
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10 **MOTION:** Commissioner Woolery moved and Commissioner Wells seconded to approve Amending Resolution
11 2019-15 – To include definitions in the resolution for establishing professional leave for exempt level employees.
12 On vote, **Motion Carried 6/0**
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15 The meeting was adjourned at 1841 by Commissioner Waugh.
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17 **Snohomish County Fire District #7**
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22 Jamie Silva
23 Secretary of the Board
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