

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 SNOHOMISH COUNTY FIRE DISTRICT 7

Fire District 7 Station 31 Training Room/ Via Blue Jeans
163 Village Court, Monroe, WA 98272

July 23, 2020

1730 hours

CALL TO ORDER

Chairman Waugh called the meeting to order at 1733 hours. In attendance Chairman Waugh, Commissioner Elmore, and Commissioner Fay. In attendance via BlueJeans Commissioner Edwards, Commissioner Gagnon, Commissioner Schaub, Commissioner Snyder, Commissioner Steinruck and Commissioner Woolery.

UNION COMMENT

IAFF: Union President McConnell introduced the new hired firefighters.

CHIEFS REPORT

Fire Safety Inspections: Chief O'Brien noted the Inspection Bureau is working on a plan to have standardized inspections for the cities of Lake Stevens, Monroe and Mill Creek.

Crystal Lake: Chief O'Brien reported working with Crystal Lake residents developing a wildland interface program.

Washington Survey and Rating Bureau: Chief O'Brien gave a brief overview on the meeting with WSRB.

Bothell Fire Department: Chief O'Brien reported after considerable research and evaluation we will be unable to accommodate Bothell Fire during their construction project. We look forward to other future collaborations and partnerships.

SRFR Logo Development: Chief O'Brien reported on the process of developing the new logo to go with our name Snohomish Regional Fire and Rescue. The committee has met twice and are preparing submission in August to present to the Board of Commissioners for review and approval.

Paramedic Graduates: Chief O'Brien announced the graduation of our three Paramedic students. The graduation event will be limited to students and a small group of participants. Chief O'Brien expressed congratulations to Dave Albert, Jesse Freer, and Rohan Peterson on their accomplishment and looks forward to their return home.

CRP Update: Chief O'Brien reported Community Resource Paramedic Dave Hanson has asked to return to shift the first week of September. Operations and HR are in the process of filling the position. Chief also noted staff has met with South County Fire to discuss their CRP program and the possibility of collaborating in the future. Chief O'Brien thanked Dave Hanson for his great work.

CONSENT AGENDA

Approve Vouchers

Benefit Vouchers: 20-01785 – 20-01792; (\$588,964.97)

Benefit Voucher: 20-01794; (\$296,973.49)

AP Vouchers: 20-01795 – 20-01947; (\$874,820.35)

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

Approval of Payroll

July 09, 2020: \$1,090,836.85

Approval of Minutes

Approve Regular Board Meeting Minutes – July 09, 2020

Motion to approve the Consent Agenda as submitted.

Motion by Commissioner Schaub and 2nd by Commissioner Fay.

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

OLD BUSINESS

Discussion

District Policies and Procedures: Commissioner Elmore noted a meeting scheduled for July 24 via GoToMeeting. There will be a review of Lexipol with committee members.

Standards of Cover (Fitch): Chief O'Brien briefed the Board of Commissioners on the process of updating the scope of work with Fitch and Associates to include a Community Risk Assessment. This will work together with our strategic plan and our capital facilities plan.

Station Evaluation (Rice Fergus Miller): Chief O'Brien noted the Facilities Committee met to look over the proposal from Rice Fergus Miller. Chief explained it would continue as a discussion item for now.

Station 83 bedroom addition (Rice Fergus Miller): Chief O'Brien explained the addition of a bedroom to 83 is not the only updates needed at 83. We will continue working with Rice Fergus Miller to come up with a plan to meet the needs of Station 83.

Engine Replacement: Assistant Chief Huff noted we have four engines that are moving past their twenty-year service life in 2021.

July 4th Report: Assistant Chief Huff presented a report on July 4, 2020 calls. This report gave a look back over three years showing an increase in volume this year over the two previous years. Chairman Waugh asked about a possible educational program going forward in accordance with the new County Ordinance beginning next year.

City of Mill Creek Fire and EMS Agreement (move to Executive Session)

Action

Letter to Everett Mayor

Motion to authorize the Chairman Waugh and Commissioner Steinruck to sign the partnership response letter to Mayor Franklin

Motion by Commissioner Elmore and 2nd by Commissioner Fay.

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

NEW BUSINESS

Discussion

City of Lake Stevens Area Annexation with Snohomish County

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

Action

Motion to authorize Chief O'Brien to notify City of Lake Stevens our intentions to be a party to the Southeast Interlocal Annexation.

Motion by Commissioner Snyder and 2nd by Commissioner Steinruck.
On Vote, **Motion Carried 9/0.**

COMMISSIONER COMMITTEE REPORTS

Joint Fire Board with Mill Creek (Elmore / Fay / Waugh):
Finance Committee (Elmore / Fay / Snyder / Waugh / Woolery):
Policy Committee (Elmore / Edwards / Schaub / Woolery):
Labor/Management (Waugh / Fay):
Contract Bargaining (Waugh / Fay):
Shop Committee (Snyder/Edwards / Gagnon / Woolery):
Strategic Plan Committee (Fay / Schaub / Snyder / Steinruck):
Capital Facilities Committee (Snyder/Gagnon / Schaub / Woolery):
Government Liaisons:
 Lake Stevens (Gagnon / Steinruck):
 Monroe (Edwards / Snyder / Woolery):
 Mill Creek (Elmore / Fay / Waugh):
 Legislative (Elmore / Schaub):

OTHER MEETINGS ATTENDED

Snohomish County 911 (Waugh): Chairman Waugh gave an update from Sno911 meeting.
Regional Coordination
Leadership Meeting (Fay / Schaub)
Sno-Isle Commissioner Meeting

GOOD OF THE ORDER

Commissioner Fay thanked all for their hard work. Commissioner Elmore congratulated the new hires. Chairman Waugh thanked PIO Chadwick and PES King on their Home Education Lessons and the recognitions they have received. Chairman Waugh also recognized Business Administrator Schoof and team on their effective and comprehensive financial report.

ATTENDANCE CHECK

All Board Members noted they would be available 1730 hours for the Regular Commissioner Meeting, August 13, 2020 at 1730 - Station 31 Training Room/BlueJeans

EXECUTIVE SESSION

At 1802 hours Chairman Waugh called for an executive session to discuss Mill Creek Fire and Emergency Medical Services Agreement RCW 42.30.110(1)(i) for twenty (20) minutes. At 1822 hours, an additional ten (10) was requested.

Chairman Waugh reconvened the open public meeting at 1832.

Motion to authorize Chief O'Brien to enter into negotiations with Mill Creek pertaining to Fire and Emergency Medical Services.

Motion by Commissioner Gagnon and 2nd by Commissioner Schaub.
On Vote, **Motion Carried 9/0.**

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

ADJOURNMENT

Chairman Waugh adjourned the meeting at 1835 hours.

A handwritten signature in blue ink, appearing to read "Randy Fay", written over a horizontal line.

Commissioner Randy Fay

by Virtual Attendance

Commissioner Rick Edwards

by Virtual Attendance

Vice Chairman Troy Elmore

by Virtual Attendance

Commissioner Paul Gagnon

by Virtual Attendance

Commissioner Jeff Schaub

Commissioner William Snyder

by Virtual Attendance

Commissioner Jim Steinruck

by Virtual Attendance

Chairman Roy Waugh

by Virtual Attendance

Commissioner Randal Woolery

A handwritten signature in blue ink, appearing to read "Kevin K. O'Brien", written over a horizontal line.

Chief Kevin K. O'Brien

Jamie Silva