

SNOHOMISH COUNTY FIRE PROTECTION DISTRICT #17

BOARD OF COMMISSIONERS

REGULAR MEETING

JANUARY 8th, 2015

The Meeting was called to order by Chairman Hayes at 7:00 p.m.

Board members in attendance were: Kevin Hayes, John Gillet and Bill Gillam.

Staff members in attendance were: Chief Jim Haverfield, Office Assistant Gerry James, Firefighter Jim Glover and Firefighter Bill Dane.

WELCOME VISITORS

No visitors were present.

ELECTION OF OFFICERS

The Board discussed the positions and determined they would remain the same for the year of 2015.

Commissioner Gillam made a motion to maintain the current officers with Kevin Hayes as Chairman and John Gillett as Vice-Chairman. Commissioner Gillett seconded the motion. Motion was approved unanimously.

APPROVE PREVIOUS MEETING MINUTES

Commissioner Gillam made a motion to approve the meeting minutes of December 18th, 2014, as presented. Commissioner Gillett seconded the motion. Motion was approved unanimously.

FIREFIGHTER'S REPORT

Association Report

Firefighter Jim Glover provided the Association Report:

1. The Association purchased belt buckles which are available for purchase.

Local Report

Firefighter Bill Dane provided the Local Report:

1. A Pancake Breakfast Fundraiser is planned for January 25th to be jointly shared by Granite Falls Fire Department and Granite Falls Little League. The portion collected by the Fire Department will be shared between Christmas House and the Burn Foundation.

SECRETARY'S REPORT

Voucher Approval Documents

Commissioner Gillam made a motion to approve the financial transactions for January 2015 as follows:

1. Voucher approval document #01001- #01037 in the amount of \$ 38,945.00. (Appx. A). Commissioner Gillett seconded the motion. Motion was approved unanimously.

January 2015 Payroll

Chairman Hayes made a motion to approve the payroll as submitted for the month of January 2015 in the amount of \$80,590.11. Commissioner Gillett seconded the motion. Motion was approved unanimously.

November 2014 Financial Reports

Commissioner Gillam made a motion to approve the October 2014 Financial Reports as presented. Commissioner Gillett seconded the motion. Motion was approved unanimously. (Appx. B)

CHIEF'S REPORT

(Appx. C)

Activity Report

The Activity Report for December 2014 was reviewed.

The following comparisons were presented:

1. 2010 – 2014 Alarm Activity Comparison
2. Total Alarm Volume – 10 Year Comparison
3. Total Patient Transport – 10 Year Comparison
4. Alarm Time Analysis
5. Alarm Volume by Day of Week

Annual Awards Dinner

The Officers have offered to plan and coordinate a new date and location for the Annual Awards Dinner. A proposal from a small committee will be submitted within the next couple of weeks.

Labor/Management Representative

The Board has never formally appointed a member to serve as a representative for Labor/Management. We have had one meeting since wrapping up our negotiation process and need to stick with a committed monthly or bi-monthly schedule for meetings. It would be best if a representative would be available during the morning on weekdays.

Chairman Hayes agreed to attend the meetings as the Labor/Management Representative when available.

HQ Station Planning

It is time to get everyone refocused on the HQ Station planning. We have completed phase 1 of our building design but still need to finalize what we have created to date and work on phase 2 of the planning process.

Recruit/Retention Part-time Firefighters

The following steps are being taken:

1. Pursuing grants
2. Five applicants began orientation in December and we are now working through 13 additional applicants.
3. Firefighter Dane attended the ECC recruit academy and this was a success.

New World

New World is scheduled to go live on June 9th, 2015.

UNFINISHED BUSINESS

Apparatus Maintenance

Firefighter Glover presented the Board with a yearly report on the apparatus maintenance. This was detailed by vehicle.

The Board discussed repairs vs. maintenance costs.

Further information on the previous repairs and maintenance will be obtained.

NEW BUSINESS

Establish 2015 Meeting Schedule

The Board determined they would continue as is with one (1) meeting per month and a 2nd meeting if needed.

Resolution 2015-01; Awards Appreciation Banquet

Resolution 2015-01; Awards Appreciation Banquet was read into the record.

Commissioner Gillam made a motion to approve Resolution 2015-01 as presented.

Commissioner Gillett seconded the motion. Motion was approved unanimously. (Appx. D)

Board of Volunteer Firefighters Meeting

The meeting was called to order by Chairman Hayes at 7:58 p.m.

Those in attendance were:

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|--------------|----------------|
| Chairman | Kevin Hayes |
| Commissioner | John Gillett |
| Commissioner | Bill Gillam |
| Chief | Jim Haverfield |
| Secretary | Gerry James |
| Firefighter | Jim Glover |

The Accident Report Form and Invoice Voucher for the claim by Justin Hanson were presented to the Board.

Commissioner Gillett made a motion to accept the Accident Report Form and Invoice Vouchers for Justin Hanson in the amount of \$1,420.50. Commissioner Gillam seconded the motion.

Motion was approved unanimously.

The Board of Volunteer Firefighter Meeting adjourned at 8:00 p.m. and returned to the regular meeting.

BOARD REPORT

No Board report.

EXECUTIVE SESSION (RCW 42.30.110(G))

The Board adjourned to Executive Session at 8:05 p.m. for a period of 15 minutes until 8:20 p.m. to discuss matters relating to personnel.


At 8:20 p.m. Chairman Hayes announced an extension of the Executive Session for five (5) minutes until 8:25 p.m.

The regular meeting reconvened at 8:25 p.m. with no action taken.

The meeting was adjourned at 8:25 p.m.



Chairman Hayes

Commissioner Gillett


Commissioner Gillam