

SNOHOMISH COUNTY FIRE PROTECTION DISTRICT #17

BOARD OF COMMISSIONERS

REGULAR MEETING

July 16th, 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 Ron Stephenson

Staff members in attendance were: Chief Jim Haverfield, Administrative Assistant Jennye Cooper, Captain Bill Dane, Firefighter Ryan Scott, Firefighter Ted Bergstrom, Firefighter Jennifer Turner, Firefighter Brandon Skeith, Firefighter Kevin Glover, Firefighter Carlos Manzanares, and Chaplain Joe Cassidy.

WELCOME VISITORS

No visitors present.

APPROVE PREVIOUS MEETING MINUTES

Chairman Hayes made a motion to approve the meeting minutes of June 11th and 29th as presented. Commissioner Stephenson seconded the motion. Motion was approved unanimously.

FIREFIGHTER'S REPORT

Association Report

Kevin Glover noted that the Association has elected Nick Karstetter as Association President.

Relay for Life is July 18-19 at Granite Falls Middle School on the track. The Firefighter Association has partnered with Granite Falls Physical Therapy to develop a team for Relay for Life. The team name is "Fire and Ice".

Show and Shine is August 1st and the Association will be barbequing burgers and hot dogs to raise funds for Christmas House and scholarships.

Local Report

Captain Dane stated he attended the legislative conference and gave an overview of what was focused on at the conference. There was discussion on a legislative bill for labor and industries to focus on firefighter injuries and illnesses including cancer and potential tax initiatives that may affect the fire service and public safety.

Chairman Hayes asked if there was any discussion at the conference about more funding towards the fire training academy.

Captain Dane confirmed there was discussion about additional funding. However, the funding for the academy is up against funding for other organizations.

SECRETARY'S REPORT

Voucher Approval Documents

Commissioner Gillett made a motion to approve the financial transactions for June 2015 and July 2015 as follows:

1. Voucher approval document #06027- #06042 in the amount of \$ 28,713.26. **(Appx. A)**.
Commissioner Stephenson seconded the motion. Motion was approved unanimously.
2. Voucher approval document #07001- #07015 in the amount of \$ 5,387.76.
Commissioner Stephenson seconded the motion. Motion was approved unanimously.
3. Voucher approval document #07016- #07036 in the amount of \$ 26,557.23.
Commissioner Stephenson seconded the motion. Motion was approved unanimously.

July 2015 Payroll

Commissioner Gillett made a motion to approve the payroll as submitted for the month of July 2015 in the amount of \$ 91,955.23. Chairman Hayes seconded the motion. Motion was approved unanimously.

June 2015 Financial Reports

Commissioner Gillett made a motion to approve the June 2015 Financial Reports as presented. Commissioner Stephenson seconded the motion. Motion was approved unanimously.
(Appx. B)

Chief Haverfield explained there are new expenses added to the monthly reports for Labor and Industries and PERS.

CHIEF'S REPORT

(Appx. C)

Activity Report

Chief Haverfield presented the year to date activity call report for January-June 2015 in comparison to 2011-2014. Due to the switch to ESO in January of 2014, he is still working on getting a detail breakdown of calls. There was an increase in calls in June 2015. Transports are down for the month, but other calls such as brush fires, MVC, and service calls increased. There were several false/cancelled alarms.

New World

October 27th, 2015 is the new set date for New World. The training that employees went through in April will need to be recompleted based on updates with New World.

Part-Time Firefighter Candidates

We have collected several applications for candidates and Captain Dane is starting orientation on Monday, July 20th for 6 part-time candidates. Not all of these candidates are WA State EMTs because they haven't been affiliated with an organization yet, but all have received their Firefighter I.

Chief Haverfield also reported that Captain Dane completed an EVIP (Emergency Vehicle Incident Prevention) Class.

July 4th Incidents

Commissioner Gillett asked how the call volume was for July 4.

Chief Haverfield said we were busy, but no significant firework injuries or fires. Many people understood there was a high level of fire danger.

Group Photo 2015

Chief Haverfield commented he has been in touch with the gentleman who takes the group photo every year, and he would like to schedule this for August, if possible. He is open to ideas of sites for the photo.

UNFINISHED BUSINESS

Policy 2000-18; Employment of Full-Time Firefighters

Chief Haverfield stated changes were discussed on the June 29th meeting in regards to the policy for Full-Time Firefighters.

Changes were made to the language referring to "Part-Time Firefighter Ranks". It was changed to Employment of Full-Time Firefighters. This is to make it general, so if there's a case where we don't have employees in part-time ranks who qualify for full-time, it will apply to outside applicants. It was emphasized that this is not the intension at this time, only if there were no qualifying applicants.

Chairman Hayes made a motion to approve changes to Policy 2000-18; Employment of Full-Time Firefighters Policy as presented. Commissioner Gillett seconded the motion. Motion passed unanimously.

Resolution 2015-03; 2015 Operating Budget Amendments

Chairman Hayes made a motion to approve Resolution 2015-03, 2015 Operating Budget Amendments as presented. Commissioner Gillett seconded the motion. Motion passed unanimously.

2015 Capital Improvement Budget

Chief Haverfield stated the changes made on the Capital Improvement Budget were made as discussed in the June 29th meeting.

Commissioner Gillett made a motion to approve the changes made to the Capital Improvement Budget as presented. Commissioner Stephenson seconded the motion. Motion was approved unanimously.

Future HQ Station Planning

Chief Haverfield reviewed what the plan was based on the discussion of the Future HQ Station Planning at the June meeting. We need to meet with Jim Nelson with D.A Davidson, Vicki Cargile (VIC Associates), and Brian Harris (TCA) to work on the plans for the new station. Currently, he doesn't have a date setup with them, so we can't move forward yet. We need to sit down and work on a plan and see where we can cut costs and if it's possible to build in phases.

Commissioner Gillett stated that the land is a big expense to prepare it for building.

Chief Haverfield stated that the estimate given to us on the new station was a few years ago and has probably increased since the original estimate.

Chairman Hayes said if we cut back on square footage that doesn't allow for growth in the future.

Chief Haverfield questioned whether or not we wanted to move forward with the plans for planning a new HQ station or focus on staffing for the future.

Commissioner Stephenson asked which is more important.

Chief Haverfield said the station is the priority due to potential risks in the current location, but we may have to push it out until 2018.

Chairman Hayes said we still need to focus on the new station and pursue it. Risks have been identified in the current station. The plans have been reviewed already, and he thinks we should still make an effort to meet with Brian, Jim, and Vicki.

Entry-Level Firefighter Hiring List

Chief Haverfield stated he brought the entry-level firefighter hiring pool for the board to review.

EXECUTIVE SESSION (RCW 42.30.110(G))

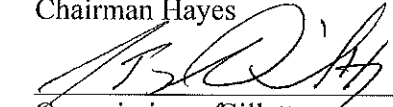
The Board adjourned to Executive Session at 7:56 p.m. for a period of 10 minutes until 8:06 p.m. to discuss matters relating to part-time firefighter hiring list.

The meeting reconvened at 8:06 p.m. with no action taken.

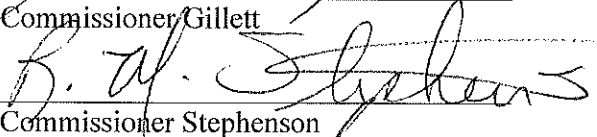
Ted Bergstrom announced that Carlos Manzanares graduated from the fire academy with his Firefighter 1.

The meeting was adjourned at 8:07 p.m.

Chairman Hayes



Commissioner Gillett



Commissioner Stephenson