

SNOHOMISH COUNTY FIRE PROTECTION DISTRICT #17

BOARD OF COMMISSIONERS

REGULAR MEETING

August 13th, 2015

The Meeting was called to order by Commissioner Gillett at 7:00 p.m.

Board members in attendance were: John Gillett and Ron Stephenson

Staff members in attendance were: Chief Jim Haverfield, Administrative Assistant Jennye Cooper, Lieutenant Glover, Firefighters Doug Cassidy, Andrew Morford, and Captain Bill Dane.

WELCOME VISITORS

No Visitors

APPROVE PREVIOUS MEETING MINUTES

Commissioner Stephenson made a motion to approve the meeting minutes of July 16th as presented. Commissioner Gillett seconded the motion. Motion was approved unanimously.

FIREFIGHTER'S REPORT

Association Report

Captain Dane gave an update on Show and Shine. It was one of the busiest years for the event and the fundraiser. He wanted to thank the Glover Family for all they do to organize this event and their work towards the event. This year, there were 155 cars, which is one of the largest turnouts of the event.

Lieutenant Glover stated the fundraiser brought it \$1,600.00 from Show and Shine and that Captain Dane played the pipes for part of the event.

Commissioner Gillett asked if the public inquired about anything specific at events, such as burn ban questions.

Captain Dane stated that many people ask about the burn ban in effect, and we get several phone calls a day in regards to burn bans. People also expressed their appreciation of water availability at the station.

Local Report

Captain Dane said there have been several politicians who have approached the union for endorsement and donations to their campaign.

SECRETARY'S REPORT

Voucher Approval Documents

Commissioner Stephenson made a motion to approve the financial transactions for August 2015 and August follows:

1. Voucher approval document #08001- #08019 in the amount of \$ 6,784.66. (**Appx. A**). Commissioner Gillett seconded the motion. Motion was approved unanimously.
2. Voucher approval document #08020- #08051 in the amount of \$ 34,329.26. Commissioner Gillett seconded the motion. Motion was approved unanimously.

Commissioner Stephenson asked if we have seen an increase annually with Medical/Dental.

Chief Haverfield explained with the insurance carrier we currently have, if there are increases it's very minimal and usually every other year.

August 2015 Payroll

Commissioner Gillett made a motion to approve the payroll as submitted for the month of August 2015 in the amount of \$ 97,918.49. Commissioner Stephenson seconded the motion. Motion was approved unanimously.

July 2015 Financial Reports

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

CHIEF'S REPORT

(**Appx. C**)

Activity Report

Chief Haverfield went over the activity report for July. There was one less call this year than in 2014. There was one residential fire and commercial fire all in one day. There has been an increase in brush fires, but these types of fires have not been large enough to be considered "wildland" type fires.

Fire Engine Update

The apparatus design committee has been working to acquire information and drawings from vendors as well as meeting with other local departments who have recently bid and/or received new fire apparatus. Currently there are three vendors, Pierce, Spartan, and Rosenbauer who are working with the committee to provide detailed drawings and information in order to come to a point of determining how the specifications will be written. The committee believes that they will be at the point of recommending a manufacturer by the end of August. All three vendors have suggested that they are part of a nationally bid cooperative that could save us a significant amount of time by not having to go through the formal bid process.

Future Fire Station Planning

Commissioner Stephenson and Chief Haverfield met with Brian Harris of TCA and Vicki Cargile Friday, August 7th to continue discussions about the current estimate of the proposed fire station. Chief Haverfield's main concern is the annual increase of the initial cost model versus the debt capacity that we may have in 2016. We may be closer to our debt capacity by the year 2018. After reviewing some possibilities of how to decrease cost it was agreed that Brian and Vicki will review the overall project to see where the project budget could potentially be reduced.

Automatic Defibrillators

The District received a letter from Cardiac Science stating that after the beginning of 2016, they will no longer support our current defibrillators. Captain Dane is currently working on getting quotes and researching defibrillators based on cost, ease of use, and interchangeability with the medic's defibrillators. We will need to update 5-6 defibrillators by the end of the year. Captain Dane should have a quote by the next commissioner meeting.

2016 Draft Operating Budget

Chief Haverfield explained that he has been working on the 2016 budget. He is waiting on one organization to get back with him to provide an estimate of increases for 2016. He would like to meet later this month to discuss the increases for the budget, including increases on staffing for 2016.

A-06 Ambulance

Last Tuesday, A-06 was in the process of a patient transport to the hospital when the unit began to have mechanical issues on I-5. The drive was successful in getting the vehicle on the highway and into a safe area. Everett Fire was called in to complete the transport. Determining that the motor was still under warranty we had the unit towed to Bickford Ford in Snohomish where they recently determined that the engine is blown. It is anticipated that it will take four weeks to replace the motor and it is our understanding that all parts and labor will be covered under warranty. This unit is a 2010 E-450 with a 6.4L Diesel.

UNFINISHED BUSINESS

Consider Proposed Full-time Firefighter Eligibility List

Chief Haverfield reviewed that the Board was presented at the last meeting with the candidate information, and it was discussed that an eligibility list should be adopted. The candidates on the list are the top 3 candidates that will be eligible for a Chief's Interview. The Chief stated that the list is in alphabetical order by name.

Commissioner Gillett motioned to accept the Full-Time Firefighter Eligibility List as presented. Commissioner Stephenson seconded the motion. Motion was approved unanimously.

Future HQ Station Planning

Chief Haverfield stated we will discuss the plans for the future station on August 27th at 6:00p.m. By then, we should have heard back from Vicki and Brian with their suggestions.

NEW BUSINESS

The Board decided that the meeting for the 2016 Operating Budget and Future Station Planning will be on August 27th at 6:00p.m.

The meeting was recessed at 7:36p.m until August 27th.

Chairman Hayes

Commissioner Gillett

Commissioner Stephenson