

**SNOHOMISH COUNTY FIRE PROTECTION DISTRICT #17**

**BOARD OF COMMISSIONERS**

**REGULAR BOARD MEETING**

**December 17<sup>th</sup>, 2015**

The Meeting was called to order by Chairman Hayes at 6:00 p.m.

Board members in attendance were: Chairman Hayes, Commissioner Stephenson, and Commissioner Gillett.

Staff members in attendance were: Chief Jim Haverfield, Administrative Assistant Jennye Cooper, Lieutenant Glover, Firefighter Ian Phipps, Firefighter Josiah Windle, Firefighter Cable Hoover, Firefighter Nick Karstetter, and Firefighter Michael Collier.

Visitors in attendance were: Jesse James

**EXECUTIVE SESSION (RCW 42.30.110(g))**

The Board adjourned to Executive Session at 6:02p.m. to discuss matters relating to personnel for 1 hour.

At 7:00 p.m., there was a 30 minute extension of the executive session.

At 7:30 p.m., there was a 5 minute extension of the executive session.

The Board returned to Regular Session at 7:35p.m.

**SECRETARY'S REPORT**

**Voucher Approval Documents**

Commissioner Stephenson asked about the Kane Equipment invoice amount and what it was for.

Chief Haverfield responded that it was for the annual inspections of the apparatus and a repair on E6.

Commissioner Gillett made a motion to approve the financial transactions December 2015 as follows:

1. Voucher approval document #12067- #12077 in the amount of \$ 10,089.40 dated December 17th, 2015. (**Appx. A**).  
Commissioner Stephenson seconded the motion. **Motion was approved unanimously.**

**UNFINISHED BUSINESS**

**Amendments to Resolution 2015-08**

Chief Haverfield stated at the last meeting he presented the board with Resolution 2015-08. The resolution signed in the previous meeting had wrong amounts listed under reductions of line item

numbers. This amendment presented has the same amount and calculations, with corrections to the beginning and end amounts.

Chairman Hayes asked if there were any questions amongst the board.

There was no discussion.

Chairman Hayes made a motion to accept the amendments to Resolution 2015-08 as explained by the Chief. Commissioner Stephenson seconded the motion.

**Motion was approved unanimously.**

#### **Resolution 2015-09; 2016 Operating Budget**

Chief Haverfield stated that Resolution 2015-09 for the 2016 Operating Budget are not amendments since we haven't officially adopted the 2016 budget, but there are changes to line item numbers.

We received the update from Labor and Industries and the rates have jumped significantly. With the new calculations we are about \$10,000 in the red.

Commissioner Stephenson said we might consider sending a letter to L&I about the rate increase.

Chief Haverfield responded saying that he called our account manager with L&I, but they were unavailable. Due to employee injuries/surgeries claimed through L&I, this gives us what is called "experience". He has made changes to make up for the \$10,000, but we will really have to focus on making amendments throughout the year to the budget. We may have to really focus on budget review in the future and evaluate positions.

Chairman Hayes made a motion to accept the changes for Resolution 2015-09. Commissioner Gillett seconded the motion.

**Motion was approved unanimously.**

#### **Apparatus Acquisition Update**

Chief Haverfield discussed the timing we have to accept the bid for the new fire engine. There's about a \$2,887 difference in cost if we do not respond within 30 days for one of the two manufactures. Kevin Glover has made a spreadsheet to compare the Spartan vs Rosenbauer bids. When we go out for competitive bid, we lose leverage in the negotiation process.

Commissioner Stephenson asked if we have to tell the manufacture yes/no and then negotiate.

Chief Haverfield said yes, but the committee will be meeting and discuss this process.

Lieutenant Glover said the engine committee is meeting tomorrow and can have a recommendation by December 28<sup>th</sup>.

Chief Haverfield said he can add this to the agenda on the 28<sup>th</sup>. It will be a short meeting, and we will include a badge pinning ceremony for Firefighter Bergstrom. If the recommendation isn't ready by the 28<sup>th</sup>, then we can set up a meeting for January 4<sup>th</sup>.

Lieutenant Glover stated that Rosenbauer used old specs/drawings.

Chairman Hayes said he appreciates everyone's hard work on this process. He would like to have Commissioner Gillett be involved in the final decision.

**Lexipol Policy Review**

Chairman Hayes reiterated that each Board Member and the Chief had policies to review and propose amendments to.

Commissioner Gillett said he read through his two policies, and the current policy and Lexipol policy are very different. Light Duty vs. Lexipol and Off Shift vs Lexipol are almost two separate policies.

Chief Haverfield said he would like to leave Lexipol policies as similar to the original as possible.

Chairman Hayes stated he added some of the current policy to the Lexipol policy. He has one left to review.

Chief Haverfield said our current policies are very specific to our department. There are certain items that have been taken out since they were first adopted, referencing the off shift response policy when we have many members who lived in district. Once we have the policies ready for draft with changes, we will get the policies sent out for review. We might consider having two meetings a month, one for regular business and another meeting to review Lexipol policies.

Chairman Hayes said we have held two meetings a month in the past and thinks this is a good idea to start again having two meetings.

Chief Haverfield suggested we could have a meeting in the morning.

Chairman Hayes said we will discuss this at the next meeting.

The regular meeting was recessed at 8:05 p.m.

  
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Chairman Hayes

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Commissioner Gillett  
  
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Commissioner Stephenson