

SNOHOMISH COUNTY FIRE PROTECTION DISTRICT #17

BOARD OF COMMISSIONERS

REGULAR BOARD MEETING

April 28th, 2016

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

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

Chairman Hayes noted that Commissioner James had a pre-arranged excused absence.

Staff members in attendance were: Chief Jim Haverfield, Administrative Assistant Jennye Cooper, and Captain Ted Bergstrom

Visitors in attendance were: No Visitors

CONSENT AGENDA

- Approval of voucher documents #05001-05015 in the amount of \$ 10,469.73 dated April 28th.

Chief Haverfield reviewed that Aid-6 broke down on April 27th and had to be towed. The crews were returning from a transport on Tuesday night and a light on the dash said "Safely pull over now". The Bickford invoice is included in this batch of vouchers, but we will also have an invoice from Ron May Towing. The problem was associated with the exhaust sensor.

MOTION: Commissioner Stephenson made a motion to approve the consent agenda as presented. Chairman Hayes seconded the motion. **Motion was approved unanimously.**

PUBLIC HEARING – Lid Lift Levy

The Meeting was recessed at 07:07 p.m. and the Public Hearing opened for comments on the Lid Lift Levy ballot measure proposed for August 2016.

No visitors were in attendance. No public comment was received.

The Public Hearing was closed and the regular meeting reconvened at 07:12 p.m.

Levy Lid Lift Resolution Consideration

Commissioner Stephenson said he spoke with a member of the public who had questions about the levy lid lift and was able to explain what the funding would be used for.

Chief Haverfield reviewed the changes to the Resolution 2016-02 as initially presented by the attorney.

MOTION: Commissioner Stephenson made a motion to approve the Levy Lid Lift Resolution 2016-02 as presented. Chairman Hayes seconded the motion. **Motion was approved unanimously.**

UNFINISHED BUSINESS

Workers Compensations Claims Service

Chief Haverfield said he had time to review the proposal from Professional Claims Intervention Services. He stated he believes it's a great program, but doesn't think the district needs to proceed with the service at this time. He explained that we don't have a lot of workers compensation claims.

Chairman Hayes said that he agrees. He doesn't think it's justifiable for our department, but may work better for larger departments.

Chief Haverfield stated he likes the model, but not for the costs.

Commissioner Stephenson said he was concerned with how long it will take to impact the experience rate.

Chief Haverfield said that having a member return on light duty may help lower costs.

Commissioner Stephenson said it all depends on if the case is closed. If it remains open, it doesn't reduce the rate.

Chief Haverfield will contact the organization and let them know we're not going to proceed with the service at this time.

Lexipol Policy Review

Chief Haverfield provided an update on the Lexipol policies. He said he's worked through the previous policies. There's only two that haven't been transferred into Lexipol: OT Assignment and Compensable Time. There won't be any changes on these policies. Also, there was the driver's license and collisions policy that remained to be addressed.

Commissioner Stephenson reviewed that there was the collision and incident levels in this policy that needed more clarification.

Chief Haverfield said he is still planning to work on the HIPAA policies. He hasn't matched the current policies with the Lexipol policies yet, but will try to have ready by the next meeting.

Chairman Hayes asked if there were any changes to the Chaplain policy.

Chief Haverfield said there weren't any changes to the Chaplain policy. He reviewed the new complete policies ready for the Commissioner's review. He tried to choose simple policies for this round for review.

Chairman Hayes said we haven't had a Safe Haven policy in the past.

Chief Haverfield said he'd like to keep this one the same as this is a state law. He also stated if the Commissioners would like to add new policies, he can update their binders.

Chairman Hayes said the Chaplain policy is ready for approval.

MOTION: Chairman Hayes made a motion to approve the Chaplain Policy as presented. Commissioner Stephenson seconded the motion. **Motion was approved unanimously.**

Tobacco Policy

Chairman Hayes said we can focus on the policy for Tobacco usage tonight. He thinks it should state the tobacco use is prohibited on all district property.

Chief Haverfield said he thinks it's okay as long as it's outside of the facility and only chewing tobacco.

Captain Ted Bergstrom said he has several firefighters on B-Shift who chew tobacco and sees it as an issue on training sites.

Chairman Hayes stated he doesn't like the image of our firefighters spitting tobacco.

Chief Haverfield said years ago it was okay to smoke cigarettes and be on shift. It's also common for firefighter to chew tobacco at fire calls

Chairman Hayes responded saying it was a different time back when that was permitted.

Chief Haverfield asked if the language should be changed to all district property.

Chairman Hayes said yes, to follow industry standards.

Commissioner Stephenson asked if chewing tobacco on fire calls would be allowed.

Chairman Hayes said non-smoking, tobacco and spitting is not a good habit. He thinks it should state to not be allowed on property or apparatus.

Chief Haverfield said many fire departments don't allow tobacco. He said he's not sure how they can enforce that policy. However, Fire District 1 doesn't allow tobacco at all for their employees.

Chairman Hayes said if it's a condition of employment, they can enforce it. He requested that we table the remaining policies presented until the next meeting.

Good of the Order

Sno-Isle Meeting

Chief Haverfield announced that there will be a Sno-Isle Commissioners Meeting next Thursday, May 5th at Station 87. He said that he and Jennye will be out of the office. Gerry James will be here help serve dessert.

Part-Time Applicants

Chief Haverfield said that Captain Dane received 8-9 applicants for part-time firefighter. He and Captain Dane will be meeting with the majority of these applicants tomorrow, Friday, May 6th. They are going to provide each candidate with expectations and an overview of the part-paid program. Captain Dane is going to switch his schedule to days to teach an orientation.

Full-Time Hiring List

Chief Haverfield reviewed that we lost the top candidates on the eligibility list for Full-Time Firefighter. He recommended that we terminate the current list and retest to create a new eligibility list. The district has gotten away from the 12 month eligibility list, but in this case, we lost a majority of our top candidates.

Commissioner Stephenson asked if we should renew the list and retest every 18-24 months.

Chief Haverfield said we changed the procedure to 18 months, but the Board has the ability to terminate the list at any time. The district needs to look at retesting. The test was different the last time and went very well.

Executive Session

Chairman Hayes requested an executive session pursuant to RCW 42.30.110(1) (g) to review the performance of an employee at 7:35 p.m. The executive session will be for 30 minutes until 8:05pm. Executive session included Chairman Hayes, Commissioner Stephenson, and Jennye Cooper.


Chief Haverfield entered executive session at 8:05pm.

Chairman Hayes made an announcement at 8:05pm that the executive session would be extended for 10 minutes.

Chairman Hayes reconvened the open public meeting at 8:16pm.

MOTION: Commissioner Stephenson made a motion to approve a \$2 per hour wage increase for Administrative Assistant, Jennye Cooper. Chairman Hayes seconded the motion. **Motion was approved unanimously.**

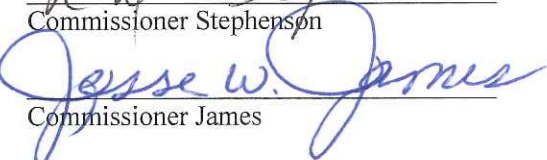
The regular meeting was adjourned at 8:20pm



Chairman Hayes



Commissioner Stephenson



Commissioner James