

SNOHOMISH COUNTY FIRE PROTECTION DISTRICT #17

BOARD OF COMMISSIONERS

REGULAR BOARD MEETING

April 12th, 2018

The meeting was called to order by Commissioner James at 7:00pm.

Board members in attendance were: Commissioner Jesse James, and Commissioner Ron Stephenson. Chairman Hayes was not in attendance and was deemed excused.

Visitors: Karen Glover.

Staff members in attendance were: Chief Jim Haverfield, Assistant Chief Bill Dane, Office Assistant Rebecca Duncan, Captain Jim Glover, Firefighter Levi Hunt, Firefighter Ryan Scott, Firefighter Isaac Johnson, and Chaplain Joe Cassidy.

CONSENT AGENDA

- Approval of Meeting Minutes from March 2018
- Approval of Voucher Documents (**Expense**)
 - # 03001 - # 03028 in the amount of \$ 38,300.37.
 - # 03029 - # 03051 in the amount of \$ 8,788.46.
 - # 04001 - # 04016 in the amount of \$ 32,087.15.
- Approval of Voucher Documents (**Apparatus/Equipment**)
 - # 03001 - # 03003 in the amount of \$ 4,742.26.
 - # 04001 - # 04003 in the amount of \$ 1,753.50.
- Approval of Voucher Documents (**Land/Facilities**)
 - # 03001 in the amount of \$ 562.50.
 - # 03002 in the amount of \$ 675.00.
 - # 04001 - # 04002 in the amount of \$9 77.75.
- Approval of April 2018 Payroll in the amount of \$ 106,842.39.
- Approval of March 2018 Financial Reports.

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

FIREFIGHTER'S REPORT

Association Report

Firefighter Kevin Glover updated the board on the Mike Vier Memorial Scholarships that will be due in May. The Association has belt buckles in and will be ordering more challenge coins.

LOCAL REPORT

No Report

CHIEF'S REPORT

Activity Report

Chief Haverfield provided the board with the activity report that included:

- Activity Report for March 2018: Total alarms 183.

Chief Haverfield updated the board on how smoothly Systems Designs is running for Transport Billings. Chief also had a meeting with the group proposing a Support Unit and updated the board on the contents of these meetings. The Support Units is intended to be available as a resource to our response personnel on long term incidents.

AC Dane updated the board on the new PS Trax paperless tracking system which is running smoothly and user friendly for the crew. AC Dane informed the board on the new CERT program that is being run through the Pilchuck Foundation and coordinated through the Fire District. There are at least 40 community member's signed up to take the course. CERT is a nationwide program to help coordinate help through the Police and Fire Departments with Natural Disasters. Currently, AC Dane is looking for a liaison to help with the CERT Program.

NEW BUSINESS

Resolution 2018-05 A Resolution declaring unused and/or unusable equipment as surplus to the needs of the District.

MOTION: Commissioner James made a motion to adopt Resolution 2018-05 as written. Commissioner Stephenson seconded the motion. **Motion was approved**

Chief Haverfield suggested that before the Board considers an updated hiring pool that the current eligibility pool be vacated.

MOTION: Commissioner Stephenson made a motion to vacate the current full-time eligibility pool. Commissioner James seconded the motion. **Motion was approved**

Chief Haverfield explained the process for getting to this point and that the proposed list will remain as the full-time eligibility pool for twelve months from the date of its acceptance.

MOTION: Commissioner Stephenson made a motion to approve the full-time eligibility pool proposed by Chief Haverfield. Commissioner James seconded the motion. **Motion was approved**

Chief Haverfield explained that the District has an expected retirement of a current full-time employee and requested to provide a conditional offer of employment to the number one candidate on the current eligibility pool with an anticipated start date of July 1st, 2018.

MOTION: Commissioner James made a motion to authorize Chief Haverfield to provide an offer of condition employment with an anticipated hire date of July 1st, 2018. Commissioner Stephenson seconded the motion. **Motion was approved**

UNFINISHED BUSINESS

Commissioner James asked for an update on the status of the property. Chief Haverfield stated that Miller Shingle is still in feasibility and that the district had recently extended that period by sixty days to allow for the city to review and approve the water/sewer main extension design.

Reports from the Board/Good of the Order

No report

Executive Session

The Board adjourned to Executive Session pursuant of RCW 42.30.110(g) at 7:33 P.M. for the period of 15 minutes. Commissioner James announced an extension of 5 minutes in the Executive Session and ended at 7:53 P.M.

The Regular meeting was reconvened at 7:53 P.M.

The Regular Board Meeting was Adjourn 7:54 at P.M.

Chairman Hayes

Commissioner Stephenson

Commissioner James

APPROVED