

SNOHOMISH COUNTY FIRE PROTECTION DISTRICT #17

BOARD OF COMMISSIONERS

REGULAR BOARD MEETING

August 13th, 2020

The meeting (via Zoom video conference) was called to order by Chairman Gillett at 8:00 a.m.

Board members in attendance were: Chairman John Gillett, Vice-Chair Jesse James, Commissioner Ron Stephenson, Commissioner Rick Hjelle and Commissioner Rick Ainley.

Staff members in attendance were: Fire Chief Jim Haverfield, Assistant Chief Bill Dane, Office Assistant Kim Macomber, Captain Jim Glover, Captain Ted Bergstrom, Firefighter Kevin Glover, Firefighter Alex Leonard, Firefighter Cassandra Waite and Firefighter James Yeley.

CONSENT AGENDA

- Approval of Minutes from July 2020
- Approval of Voucher Documents #361 - #383
 - **Expense** in the amount of \$ 9,951.48
 - **Land/Facilities** in the amount of \$ 1,152.13
- Approval of Voucher Documents #388 - #408
 - **Expense** in the amount of \$ 16,215.66
 - **Apparatus/Equipment** in the amount of \$ 1,691.46
 - **Land/Facilities** in the amount of \$ 904.87
- Approval of August 2020 Payroll
- Approval of July 2020 Financial Reports

Vice-Chair James had a question regarding the additional earnings on payroll. Chief Haverfield explained that Fire District 22 had some staffing issues and asked to hire our officers temporarily and periodically for overtime shifts to fill their need. Chief Haverfield explained that he and Chief Hots worked with Attorney Rich Davis to have an ILA drafted that supported the concept of a loaned employee where we would recover actual cost of all overtime wages and benefits.

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

NEW BUSINESS

a. 2017 – 2019 State Audit Update

Chief Haverfield reported that the district is currently in the process of an accountability and financial audit from the State Auditor's Office. The audit has historically been an accountability audit only which occurs every 3 years however this year due to our budget size a financial audit has been included. He added that Chairman Gillett has a meeting with the auditor at 3:30 this afternoon. It was agreed that an entrance conference with the auditor will be waived.

b. 2019 AFG Grant Update

Chief Haverfield informed the Board that the district has received an regional grant award through the 2019 AFG Grant. The grant was written in partnership with Marysville Fire District for SCBA's, RIT packs and additional face masks. The grant award will allow the district to purchase 25 self-contained breathing apparatus (SCBA), 2 Rapid-intervention team (RIT) packs and 9 additional masks. The total grant award for Fire District 17 is for \$188,226.65. There will likely be additional cost to the district as FEMA did not fully fund the cost of the SCBA's as well as the District may need to upgrade the current compressor/fill station. Any additional expenses for the grant award will be budgeted in the 2021 budget cycle.

c. Resolution Extension Provided Under the Resolution 2020-01

Chief Haverfield expressed concern with the expiration date of Resolution 2020-01 which granted up to 72-hours of additional paid sick leave for work absences related to COVID-19 for part-time paid employees. Chief Haverfield noted that the Resolution is set to expire on August 1st, 2020 however we have not seen much improvement related to the pandemic. Chief Haverfield suggested that he is still encouraging all staff to not report to work if they have any of the symptoms related to COVID-19. Additionally, Chief Haverfield reported that he spoke with Attorney Brian Snure about extending the benefits outlined in Resolution 2020-01 and a simple motion to extend would be sufficient. The Board discussed the need to extend the additional paid sick leave related to COVID-19 and all agreed that it was important to protect all members of the department as best as possible.

MOTION: Commissioner Stephenson made a motion to extend Resolution 2020-01 through December 31st, 2020. Chairman Gillett seconded the motion. **Motion was approved unanimously.**

UNFINISHED BUSINESS

a. Future Station/Training Center Site Discussion

The Board discussed options regarding the proposed site survey as well as what would need to be done to create a parcel that could be sold. Chief Haverfield updated the Board that he sent information to the staff asking them to provide feedback on the training facility by the end of the month.

b. Fleet Management Consortium ILA – Final Draft

Chief Haverfield informed the Board that there are no significant changes to the final draft of the Fleet Management Consortium ILA that the Board had previously been reviewing. Chief Haverfield stated that he thinks the Consortium is a good opportunity for the department and it will provide exceptional value to our fleet maintenance needs. The ILA is scheduled to become effective January 1, 2021.

MOTION: Commissioner Hjelle made a motion to approve the final draft of the Fleet Management Consortium ILA. Commissioner Stephenson seconded the motion.
Motion was approved unanimously.

Chairman Gillett asked if we could expand the Agenda items past the immediate needs as has been practiced in the past few months, specifically the reports from the Chief, Local and Association. Chief Haverfield stated that he would add those items back to the agenda.

The meeting was adjourned at 8:43 a.m.

APPROVED

John Gillett, Chairman

Jesse James, Vice-Chair

Ron Stephenson, Commissioner

Rick Hjelle, Commissioner

Rick Ainley, Commissioner