**Business Meeting Minutes, February 14, 2024**

The meeting was called to order at 7:04 pm. Present were Commissioner Chair Molly Olson, Vice Commissioner Chair Pat Sample and Commissioners Doug Rupp and Jason Lavinsky. Also present were Chief Eric Andrews, Asst Chief Ernie Walters, MSA Joe Simmons, Captains Scott Coulson, Rob Thurston and Brandon Vargas, department members Ciara Vargas, Jeff Larsen, Logan Freitas, Cameron Edwards and Peter Drott, and Secretary Karen McPeters (recorder). Members of the public Michelle and Ben Thurston, and Christina, Ellie and Hayden Coulson were also in attendance.

**Public Commentary:** No public commentary

**Promotions:** Battalion Chiefs Vargas, Thurston and Coulson were promoted to their new positions, with their families in attendance for badge pinning.

**EXECUTIVE**

**Community Wildfire Plan:** The Department of Emergency Management has begun the process of creating a county wide wildfire protection plan. We are very involved in the process. One of the issues is the county's timeline is completion in 2026. Our plan is going on its sixth year, and it is recommended that the plan be updated every 5 years. The process is very time-consuming and extensive so while I don’t like having a nearly 8 year old plan by the time the county completes a countywide plan I am not sure it would serve us well to update our plan. We are the only agency in Snohomish County that already had a CWPP. The plan is required to apply for some grants. The age of our plan may hurt us on grant priorities.

**Awards:** The Sky Valley annual community awards banquet was held at the Startup Events Center last Friday. We recognized Brittnie Martin, Brandon Vargas and Tyler Knudson for their work as EMS provider, Officer, and Firefighter of the year respectively.

**Training Center Construction:** After review of the 13 bids on the civil work for the training center site we have a recommendation for the board to award that contract tonight and give notice to proceed. The project went out for bid in January. The three lowest bids were reviewed, and the cheapest one had a number of poor reviews, with a lack of completion of projects. So they were not considered a responsible bidder. The second lowest was from Konnerup Construction. Pat moved to award the bid to Konnerup. With a second from Jason, the motion passed unanimously. Konnerup has done a lot of work for the county previously.

**Medic Retirement Plan:** We have entered into an agreement with Charles Schwab to be our manager of our district 457(b) plan. This is where we will deposit department contributions for those that do not qualify for PERS, or any other future authorized dollars for tax exempt retirement accounts.

**ARPA Grant:** Jarrod and Karen continue to work on the ARPA grant money, which we believe is close to being released. This should coincide with the work being performed currently. With the bids for the civil work coming in less than expected we are moving on to phase 2 of the project, which would include construction of the covered area and bathroom facilities, possibly as well as a classroom. This is in addition to the moving of the current props from around the helipad.

**OPERATIONS (Chief Walters)**

**Station 53 –** Still finishing up the cabinet handles and will be installing a pot filler.

**Station 54:** The old library has been cleaned out and we are prepping it to be the new dayroom while we work on the kitchen.

I had the HVAC company come out and look at the ventilation piping to give us an estimate on moving them up further in the ceiling. The sprinkler company has not called us back yet. We are looking at different companies to come out.

**Resident house:** We have removed the broken shower enclosure in the resident house and we are in the process of installing the new enclosure.

**Training Facility:** The removal of the asphalt is almost complete, it has been delayed due to the skid steer being down. The skid steer is now repaired and the pile of asphalt should be removed shortly.

**Station Generators:** We received two 60KW generators that have low hours. We will be replacing the generator at Station 54 and we are still trying to see if we can use the second generator at one of the other stations.

**AFG Grant:** We are still waiting for ventilation equipment from Magnagrip.

**Apparatus:** We have completed the outfitting of my truck and Chief Andrews’ truck and they are now in service.

We took the new aid car down to Braun for repair estimates and should get the cost to repair it in the next week or so.

Br-54 went in to the shop for maintenance and it was discovered that the truck has a cracked engine head that will cost roughly $11,000 to repair. We are looking at different options for that truck. It is currently scheduled to be replaced this year and the chassis is already ordered.

**New Aid Car:** Our new aid car chassis has been sitting down at Braun in the weather. They noted our concerns about the warranty on the chassis, tires and power cot, and the concerns we have about the chassis sitting out in the weather for a year.

They stated that they had a meeting with the management the following week and they would bring our concerns to them.

**EMS (Chief Simmons / Chief Parrish)**

**Continuous Quality Improvement/Quality Assurance (CQI/QA)-** All ESO electronic health reports (EHRs) have been assigned to the QA team through January.

**Continuing EMS Education-** Began 2024 OTEP plan. Created a BLS OTEP plan and assigned it to all members. The ALS OTEP plan has been assigned to our primary paramedics.

**SCEMS-** DOH has approved the protocol revision, and work continues on revising the paramedic integration process. There will be a lot of updates and education for our AEMTs, as there have been changes and enhancements to their scope of practice.

**EMT Class-** All15 students passed the NREMT, meaning a 100% pass rate for the program.

**CPR Training-** 6 CPR students trained in January.

Starting the upgrading process to Handtevy version 2.

DOH Ambulance Renewal packet completed and sent to the state for processing (Expires 3/31/2024).

**Personnel-** Actively recruiting additional paramedics**.**

January ALS coverage 91% (70 hours not covered out of 744 total hours)

**SUPPORT SERVICES (Chief Coulson / Chief Thurston)**

**Training:** Our ESTA Training grounds hosted EVCC for their Wildland Firefighter field day. The program pays to utilize our Brush units, PPE, Tools etc. and FF Smith as pump operator during the class. There were 23 students, and has proved to also be a good recruitment tool in the past.

**Fire Academy:** Academy started on 1/30/2024. We currently have 15 students in the academy out of 20 that started. 2 students dropped due to time constraints, 2 dropped due to preexisting physical conditions and 1 was dropped by the instructors due to performance issues. Graduation is May 19th at the Startup Events Center

Staff completed 383.75 hours of training in January

**Wildland/IMT:** Chief Coulson is working with WA DNR Wildfire Division to renew our IAA for using our ICP trailer (CV54) and will be adding a type 2 ICP trailer (CV53) and communications trailer (COMS54). Work has begun on both of them to get outfitted in time for the 2024 fire season. Chief Coulson attended the Fire Defense committee meeting in Olympia. There is good discussion to increase the daily rate for Mobile ICP Trailers due to the escalating maintenance and upkeep costs of the technology, printers, StarLink etc. Our DNR Forest Land Response Agreement which is due for renewal this year got a one year extension. They added language which would allow Fire Districts to get resource orders forprescribed fire burns throughout the state, most commonly in the spring and fall. These would be compensated at thesame rates as wildfires, but would be shorter in duration. Last, we’ve submitted for the Washington DNR Phase 1 Fire District Assistance grant for $3300. This provides eligible volunteer fire districts with PPE, Equipment, Radio supplies etc at a 50% savings through a program sponsored by USDA.

**Recruiting:** Interviews were held on the 28th. We interviewed 11 people and volunteer EMT positions were offered to 5 people who live in the area, and a Part Time Firefighter position was offered to one person who will replace Cameron Edwards, who is moving to Montana. Orientation is February 24 and 25.

**UAS:** Chief Coulson visited Olympia during WA Fire Service Legislative Day. He met with state senators and representatives on multiple issues including a bill which would ban Chinese made drones being utilized by public safety. After discussion with John Lovick, Brad Davis and others, it is not expected to gain traction.

Secretary’s Report

Payroll changes have been implemented. Thanks to BC Vargas, who has put considerable time and effort into setting up the necessary tracking in Target Systems, and generating a monthly payroll report.

Budget

Currently at 16%.

Minutes: Pat moved to approve the January minutes. With a second from Jason, the motion passed unanimously.

Vouchers: Molly moved to approve vouchers 24-48 through 76 for $36,898.69 and 24-77 through 108 for $130,057.40, and vouchers 24-4 and 24-5 from the Construction Fund for $1,199.25. With a second from Pat, the motion passed unanimously.

Payroll: Molly moved to approve payroll in the amount of $135,483.71. With a second from Pat, the motion passed unanimously.

Old Business: No updates

Next regular meeting March 13, 2024

Meeting adjourned at 7:56.