



Business Meeting Minutes, May 12, 2021

BVFF Committee: Molly, Commissioner Chair Bill Tubbs, Chief Eric Andrews and Karen (recorder) were present. Carsen Smith was not in attendance. There were no charges.

The meeting was called to order at 7:02 pm on video conference using Zoom app, with a link posted for public access. Present were Commissioner Chair Bill Tubbs, Vice Chair Pat Sample, Commissioners Molly Olson, Doug Rupp and Leigh Christianson. Also present were Chief Eric Andrews, Assistant Chief Ernie Walters, MSA Pete Parrish, Captain Scott Coulson and Secretary Karen McPeters (recorder). Commissioner Michelle Adie was not in attendance.

Public Commentary: No public

EXECUTIVE

COVID REPORT – Mass vaccination sites are seeing a sudden drop in those wanting vaccinations. The current plan is to end the mass vaccination sites before the end of the month. With the current demand, the clinics and pharmacies can keep up. We have had exposures to fire department members but to date no known positive Covid transmissions. We continue to utilize masks while in stations.

Non-Voted Bonds – After attempting to rush the contracts needed for the June funding of the bonds we decided to wait until the October bond sales to obtain the funds. We can continue with projects utilizing current construction funds.

Engine Purchase – The new engine was delivered and is currently in Station 54 as the crews work on installations and equipping.

OPERATIONS

Station remodel – Walters had a meeting with the architect to finalize the design of the kitchen remodel at station 54. He will be establishing a committee to assist with the selection of the materials to be used for counter tops, flooring, cabinets, etc.

Walters has received one estimate for the HVAC system and one for the painting of Station 53. Other contractors are coming out to bid on those projects.

Apparatus Repair: Engine 54 (Pierce) and Tender 55 are currently being put back together and are estimated to be complete by the end of this month or early next month.

New Engine Purchase: The new engine was purchased and delivered to Hughes Fire Equipment in Tacoma. Hughes Fire had the truck for about a week and it is now at Station 54. We will be

installing equipment and training on it for the next month and should have it in service by early to mid-June.

Drone Program: We have had several drone call outs in the last few months to assist SCSO, SAR, Fire District #5 and 50. On April 30th, Capt. Coulson with UAS 53 was dispatched to Monroe to assist SAR with a lost persons call. The woman was missing since the night before, and SAR requested the use of the drone to help locate her. Capt. Coulson arrived on scene and within about 10 minutes he located the woman and gave directions to SAR to guide them to her. She was transported to the hospital for evaluation. Great job, Scott!

SUPPORT SERVICES

First Arriving Dashboard: The department will be utilizing this new software program with local feeds for weather and conditions, and information on calls as they are dispatched.

New Members: The department has added a new EMT and a FF/EMT, for a total of 12 new members. There is a wait list currently for people wanting to join the department. No Academy will be offered this year since we have enough personnel at this time.

Wildland Courses: The district is offering Crew Boss and Red Card training for members.

ESTA Center: There will be no live fire training in summer, to avoid smoke issues with neighbors.

EMS

Continuous Quality Improvement/Quality Assurance (CQI/QA)

All ESO electronic health reports (EHR's) have been assigned to the QA team through April. EMS division is working with Snohomish County to update the County EMS CQI/QA procedure. This is an ongoing project, currently, we are looking to define a Table of Contents, and add that to the existing County Document.

Utilizing Code-Stat, met with one provider to review care and recommend changes.

EMT Training

Conducted an evaluation and review of the previous course, with recommendations for the next course.

Met with SCEMS and DOH to establish some criteria to meet clinical requirements for an Advanced EMT course in the fall.

Sent EMS applications to SCEMS and DOH for state certification.

Continuing EMS Education

Developed a tracking system for SCEMS continuing education. To be used in conjunction with Target Solutions, and ESO.

“Volunteering to Make a Difference”



CPR Training

Trained 2 ACT first aid providers.

Medic One Grant

Applied for two rhythm generators for improved CPR training through the Medic One grant.

EMS apparatus replacement committee

The first meeting has taken place.

A list of questions has been created to research needs and options surrounding the new vehicle. The division is confident that this committee will create a sustainable EMS apparatus template for current and future replacements.

Secretary's Report

The Systems Design report and run totals are available for review. The annual report for 2020 has been completed and submitted. The secretary will be on vacation from May 18-25.

Budget

Currently at 37%.

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

Vouchers: Bill moved to approve vouchers 213 through 253 for \$74,998.82, and voucher 7 from the Construction Fund for \$500.00. With a second from Doug, the motion passed unanimously.

Payroll: Bill moved to approve payroll in the amount of \$95,608.92. With a second from Pat, the motion passed unanimously.

Discussion Items

Bill moved to adopt the Chief's job description as presented. With a second from Pat, the motion passed unanimously.

Bill moved to approve the list of surplus items presented by AC Walters. With a second from Leigh, the motion passed unanimously. All items on the list are non-compliant and/ or cost prohibitive to repair.

Leigh attended the Sno-Isle Commissioners' meeting, and reviewed issues covered. The WFCA plans to go ahead with the fall conference, and Leigh plans to attend.

Discussion regarding implementing a cost recovery plan for rescue and car accident calls is ongoing.

Next regular meeting June 9, on Zoom.

Adjournment 8:15 pm

"Volunteering to Make a Difference"

