



## **Business Meeting Minutes, November 9, 2022**

The meeting was called to order at 7:09 pm, with a link posted for public Zoom access. Present were Commissioner Chair Bill Tubbs, Vice Commissioner Chair Pat Sample, Commissioners Molly Olson, Doug Rupp and Leigh Christianson. Also present were Chief Eric Andrews, Asst Chief Ernie Walters, Deputy Chief Jarrod Spence, MSAs Pete Parrish and Joe Simmons, Capt Brandon Vargas, and Secretary Karen McPeters (recorder).

**Public Commentary:** No public

### EXECUTIVE

**Bolt Creek Fire** – Finally the weather predicted has come, and while there are still some smoldering areas the fire no longer threatens the community. We continue to document events and provide data for reimbursement. We are also part of the group meeting on possible effects that will result from the burn scar area.

**Type 3 IMT proposal** – Fire District 24 is working on an interlocal agreement that will create our partnership in creating a Type 3 AHIMT. The dissolved NWIMT board has agreed to sell the logistics trailer, command bus and communications trailer and associated equipment to our new AHIMT for \$300.00.

**Captain Delvecchio** – Unfortunately Captain Bob passed away this last month. The district assisted with his celebration of life services. I attended the Snohomish County Council meeting where the council adopted a proclamation naming November 4<sup>th</sup>, 2022 Robert Delvecchio Day.

**2023 Budget** – A proposed budget has been completed and will be presented tonight. After your public hearing on the budget you may elect to adopt the proposed budget or amend as needed. The levy certification documents have been prepared for your approval with a 1% increase to the fire levy and the full amount allowed under the voter approved lid lift for the EMS levy.

### OPERATIONS

**Station 53:** The painting is completed and we are currently contacting sign companies to start manufacturing the signage for the outside of the station.

We are still working on the upstairs kitchen area, and you should see more progress in the next couple of months.

**AFG Grant:** We have not received any notification about the grant for the vehicle exhaust.

system or the ultra-sonic cleaner that we applied for in 2021.

**New Aid Car:** The Aid car is currently under construction and is slated to be completed in the second week of December.

**GEMT:** We are in the final process with PCG to complete the reports for submission to the state. The report needs to be sent to the state by the end of the month.

## EMS

**Continuous Quality Improvement/Quality Assurance (CQI/QA)-** All ESO electronic health reports (EHRs) have been assigned to the QA team. The final County EMS CQI/QA procedure has been submitted to SCEMS for final approval and submission to DOH.

After receiving Dr. Cooper's approval, Snohomish County EMS QA project has been submitted to DOH.

We are developing updates for several AEMT protocols and adding two new AEMT/BLS protocols for SCEMS through the protocol revision committee

**Code Stat** is caught up, and all Cardiac Arrest and Advanced Airways have been annotated.

**EMT Training, EMT Class** is ongoing.

**LT. Roeder** has been accepted as an SEI candidate and working on his SEI credential for SCEMS and Washington State. He will be a great asset to the EMT program.

## SUPPORT SERVICES

**Regional Disaster Response Unit** – Is currently being built at Ford, it should be delivered to WA at the end of November to be outfitted and hopefully finished in Jan/Feb. We will be adding a second Starlink satellite internet system for use as additional connectivity for major incidents at home and abroad, which will also help the new Type 3 team. The other Starlink service is now paused until it's needed again, as will be the additional satellite.

**Training Center** – The training center has been taken on by Harmsen. They expect to submit to Sno County within a couple weeks and are in the process of organizing the bid documents. They are also looking into the right of way permits with WSDOT to be submitted with the Sno County Permit.

**ESTA** – The first meeting was held last night for the planned academy in the new year, running January 2nd through late May.

## Secretary's Report

The Systems Design report and run totals are available for review. IRS and SAO audits are in progress. The transition from Filemaker Pro to QuickBooks has gotten some scrutiny. Software

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changes need to be better documented in the minutes next time, including the process and reasons for deciding which software to use.

#### Budget

Currently at 88%.

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

Vouchers: Bill moved to approve vouchers 472 through 510 for \$86,705.09. With a second from Pat, the motion passed unanimously.

Payroll: Bill moved to approve payroll in the amount of \$125,698.14. With a second from Pat, the motion passed unanimously.

#### 2023 Budget Hearing

Budget hearing opened 7:44

Doug moved to approve the 2023 budget as presented. With a second from Molly, the motion passed unanimously.

#### Action Items

Resolutions 2022-03 and 2022-04 for levy of 2023 taxes: Bill moved to approve the resolutions. With a second from Molly, the motion passed unanimously.

#### New Business

Leigh returned from the Spokane conference. Due to contracting Covid, she missed some of the conference. Next October the conference will be at Tulalip again.

The awards banquet will be on December 17 at the Bush House in Index.

Next regular meeting December 14, in person with public access on Zoom available.

Meeting adjourned at 8:22.

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