**Business Meeting Minutes, September 13, 2023**

The meeting was called to order at 7:03 pm. Present were Commissioner Chair Bill Tubbs, Vice Commissioner Chair Pat Sample, Commissioners Molly Olson, Kate Hayes and Doug Rupp. Also present were Chief Eric Andrews, Asst Chief Ernie Walters, Deputy Chief Jarrod Spence, MSA Pete Parrish, MSA Joe Simmons, Scott Coulson and Secretary Karen McPeters (recorder).

**Pano AI Presentation:**

Joe Coulter from Pano AI provided an introduction to the new cameras and AI system for early fire detection and fire monitoring.

**Public Commentary:** Rebecca Kendrick attended. No comment.

**EXECUTIVE**

**Insurance –** We are still soliciting comparison quotes for insurance with other companies. We should have all the quotes later this month.

**Snohomish County Fire Chiefs -** On September 20 the Burke Company will present to the Fire Chiefs and EMS council its recommendations on how agencies can better work together in the areas of EMS office oversight, training, and other areas.

**Wildland Season –** We have had many resources out on fire mobilization most of the summer, most recently on the Gray Fire and the Oregon Rd. Fire in Spokane County. The Gray fire shows how easily a wildfire can enter an urban setting and create significant damage including loss of life. The city of Medical Lake is a city of over 5,000, and the fire ran through the city destroying hundreds of structures. Evacuation notices came fast with little time for residents to flee. Many went to the lake for refuge.

**District Valuation for 2024 –** The District valuations went down a little less than 3%. The new construction amount for this year is $5,199,600.00. The valuation does not have timber values or state assessed utilities but this provides a good estimate of taxrevenue for 2024.

**Commissioner Conference –** Reminder: the commissioners’ conference is being held at Tulalip Hotel and Casino October 25th – October 28th.

**OPERATIONS**

**Facilities:**

**Station 53 –** The kitchen is progressing.

The oven in the main stove has a safety recall on it and will be fixed by a technician at the end of this month. The stove top is usable at this time.

NW Sign & Design visited station 53 to give us a quote on the new signage for the station. We are still working on tweaking the design to fit the space.

**Station 55 –** The mini split condenser was replaced and moved to the back patio at station 55.

**AFG Grant:** We received the quote from Magna Grip to install the vehicle exhaust systems at stations 53, 54 and 55. The quote is within the grant budget and we should be starting the installation in November.

**WSRB Review:** Nothing to report.

**Apparatus:** We purchased two used (Both 2022) pickup trucks as was planned in the apparatus replacement plan. (There were three vehicles planned but we adjusted the plan and reduced it to two.) With the state purchasing not allowing us to utilize state bid, and because of the length of time it has been taking for new vehicle purchases after order, and the fact that we can save some money by purchasing lightly used vehicles that are in like new condition, we decided to take this route. They will be outfitted in the next month or so and will allow us to surplus three older vehicles (2002 Chevy Tahoe, 2006 Ford Focus, 2006 Ford F-150).

**EMS**

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

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

**Continuing EMS Education-** Continuing to work through our Trauma Management

On track with our continuing education.

**SCEMS-** Protocols are being prepared for DOH submission.

**EMT Class-** We have 17 students enrolled.

Class has begun.

**CPR Training-** 17 First aid CPR, 4 BLS, 1 BLS instructor. Developed our own AHA training site.

**Personnel-** Nothing new

August ALS coverage 99% (8.5 hours not covered out of 744 total hours).

**SUPPORT SERVICES**

**Training Center –** We are working on finalizing the bid packet to move forward as well as meeting the grant guidelines.

**Hiring -** New member interviews were postponed till this Saturday due to interviewers’ availability.

**Grants –** We were awarded $500,000 for the training facility grant and have already had a pre- award meeting with the county. I have a list of information that they need that I am currently compiling to meet the requirements of the grant. The Office of Resiliency, created for distribution of ARPA money, has asked us not to publicly announce the grant until their PIO has made the announcement. Regarding the application that was submitted for a $350,000 hazard mitigation grant to pay for backup generators at Station 54 and 55, a request for more information was made which is due by Oct 6th.

**Pano AI –** We are in talks with Sno911 to be able to utilize their tower. They have been busy upgrading their systems, so this has been a slow process. Their tower over the other available PCERNS tower would be far more beneficial due to its raised location and having sight down the north and south fork of the Skykomish.

**Command Trailer –** CV54 has brought in net revenue of 135k over the past 3 years having just brought in approx. 10k from a recent deployment. Capt Coulson also established an emergency equipment agreement for our second Starlink which brought in an additional $2200 for its use on a recent deployment.

We procured a used 28’ trailer that was previously a driving simulation trailer, which will become a Type 2 Incident Command Post. It came with a generator, heat and AC. A high-speed color copier was donated by Sno Count DEM, we are hoping to have it in service for deployment next year.

Secretary’s Report

No news from IRS. Mobe payments are coming in. The switch to the new online version of QuickBooks has not been made yet.

Budget

Currently at 69%.

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

Vouchers: Bill moved to approve vouchers 381 through 425 for $158,185.75. With a second from Kate, the motion passed unanimously.

Payroll: Bill moved to approve payroll in the amount of $254,587.32 ($151,657.14 is reimbursable). With a second from Pat, the motion passed unanimously.

Old Business

A contract has been signed with Camp and Assoc for the wifi feasibility study. The other two inquiries declined to bid after the information request. Doug will be meeting with Camp tomorrow. He sent letters to 3 tribes and has to wait 30 days to go on to the next step of the contracting process.

Action Item

We received bid documents from Harmsen for the training center. We need to determine phases and get bids for the first phase. The commissioners included building demolition, site prep, moving the training containers and adding fencing in phase 1. The estimated cost of this initial phase will be around $500,00-700,000.

Phase 2 will be construction of buildings.

Bill moved to put phase one out to bid. With a second from Kate, the motion passed unanimously.

Next regular meeting October 11, 2023.

Meeting adjourned at 8:21.