**Business Meeting Minutes, July 12, 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, Doug Rupp and Leigh Christianson. Also present were Chief Eric Andrews, Asst Chief Ernie Walters, Deputy Chief Jarrod Spence, MSA Pete Parrish, Scott Coulson and Secretary Karen McPeters (recorder).

**Public Commentary:** No public

**EXECUTIVE**

**Personnel Issue –** Unfortunately one of our members and full time Seattle firefighter has had some serious felony charges filed against him. I have had to use district counsel to assure we are following appropriate steps in the handling of these allegations. This individual has been placed on required administrative leave including being prohibited from being on district property and the returning of any district property. As advised by counsel we have obtained a copy of all police reports and interviews, which counsel has reviewed. There have been some social media posts that I have replied to assuring the readers the district takes the charges seriously and has taken action as described.

**Insurance –** Fire District 17 has been working hard on helping the group determine the best insurance moving forward after seeing a large increase in premiums this last year. Our rate increase was about 60% over the prior year. We had an in-person meeting with a group last night and have had several Zoom meetings and presentations from other providers. Chief Andrews will have a recommendation for the board soon. Nicholson and Assoc came out to review the property and reevaluate our coverage.

**Snohomish County Fire Chiefs** - On Tuesday staff met via teams with the Burke company to provide input into the county chiefs’ study on ways to work smarter together.

**Wildland Season –** We have had many resources out on state mobilization fires this past month, most recently Monday to Grant County.

**OPERATIONS**

**Facilities:**

**Station 53** - Amsberry painting came out this week and repaired/repainted the apparatus bay doors and the roof flashing due to bubbling and chipping of the paint.

**Station 54 –** Doorman door company came out yesterday and replaced the kitchen exterior door, repaired the meeting room exterior door and installed new door hardware on the kitchen door. They also installed closing hardware at station 53.

**Station 55 –** We replaced the door hardware at station 55 that has been having issues for some time.

**AFG Grant:** I have contacted Magna Grip and they came out today to get a better understanding of the scope of work and to update the quote for the exhaust system installation. Should be in by the beginning of next week.

**WSRB Review:** I submitted all the documentation that the WSRB requested, and we are now waiting on them to complete the review and send us the report.

**Apparatus:** A-55 is back in service, and the leak has been fixed (the cab running lights were replaced)

T-55, Br-54 are currently out on deployment in Grant County on a state mobe.

CV-54 is deployed to Shelton with Peter Drott as the operator.

BT-54 is currently being loaned to SRFR for July and August due to the low water levels in our area. They have more river calls where it can be used now, and their boat motor is out. They will be training 10 of our personnel to be boat operators and will give us some spare parts.

**EMS**

**Continuous Quality Improvement/Quality Assurance (CQI/QA)**

All ESO electronic health reports (EHRs) have been assigned to the QA team through June

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

**Continuing EMS Education**

Completed second quarter OTEP skills and ALS run review

**SCEMS**

SCEMS is still waiting to approve protocols; the EMS division is assisting with the development, and implementation of several aspects of these protocols.

**EMT Class**

EMT class has been approved

Books ordered

Actively recruiting students.

Class begins August 29th.

**CPR Training**

No current update

**Personnel**

Nothing new

June ALS coverage 94% (43 hours not covered out of 720 total hours)

**SUPPORT SERVICES**

**IMT –** The command trailer had a few technology upgrades to expand capability in its wireless internet. It is currently on its 3rd deployment with the wildland team.

**Training Center –** The grant is to be awarded in August sometime. Harmsen was hoping to have a bid packet done at the end of last week, but I still have not received it.

**Hiring –** We are bringing on 2 new members and have orientation today. We also have 3 new people from Index interested in joining with the hope of gaining 5 from the local area to respond from home.

**Support Services/Operations –** We moved forward with the Hazard Mitigation Grant application for the back up generators at 54 and 55 totaling around $300,000 if awarded.

**Support Services Truck –** Should be delivered by the end of this week, it will then go in for decals and window tinting.

Secretary’s Report

The Systems Design report is available for review. QuickBooks is no longer supporting the installed desktop version we currently use so we have to move to an online version with a monthly fee.

Budget

Currently at 54%.

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

Vouchers: Bill moved to approve vouchers 294 through 326 for $83,938.80, and 327 through 339 for $11,021.82 from the expense account, voucher 5 from the Construction Fund for $910.00, and voucher 2 from the Apparatus Fund for $87,568.77. With a second from Molly, the motion passed unanimously. Because we have not yet received the final invoice from the Ford dealership, Bill moved that up to 89,000 can be spent on that voucher without requesting additional approval. (Secretary’s note: final voucher amount was $87,658.24)

Payroll: Bill moved to approve payroll in the amount of $145,516.40. With a second from Pat, the motion passed unanimously.

Discussion Items

Life jackets are in, and available for distribution. We received 100 life jackets from the Girl Scouts of Gold Bar and Sultan. They originally were donated by Cabelas.

Old Business

Sno Isle commissioners planned to come to Gold Bar, but we haven’t heard anything.

Camp and Assoc has drawn up a scope of work utilizing the state funding we have been awarded, so we are ready to go to bid as soon as we get the terms of the award.

New Business

Commissioner Christianson is moving to Port Townsend and will be retiring at the end of the month. She has been serving since 1987.

Next regular meeting August 9, 2023 in person with public access on Zoom available.

Meeting adjourned at 7:56.