



**BOARD OF FIRE COMMISSIONERS SPECIAL JOINT MEETING MINUTES
LAKE STEVENS FIRE / FIRE DISTRICT 7
Fire District 7 Station 31 Training Room
163 Village Court, Monroe, WA 98272**

March 28, 2019

1700 hours

OPEN THE MEETING OF MARCH 28, 2019

Chairman Waugh and Chairman Elmore called the meeting to order at 1700 hours.

Fire District 7 Commissioner Snyder excused with prior notice.
Lake Stevens Fire Commissioner Gagnon excused with prior notice.

PLEDGE OF ALLEGIANCE

DISTRICT 7 REGULAR BUSINESS

General Public Comment

None

Union Comment

- IAFF - None
- Teamsters - None

Fire Chief Report

Chief Meek reviewed the Fire Chief Report.

Consent Agenda approved

- Review Vouchers – None
- Approve Payroll – March 31
- Approval of Minutes
 - Regular Meeting Minutes March 14, 2019
 - Secretary's Report on Correspondence - None

Discussion Item

None

Action Item

None

Commissioner Committee Reports

Joint Fire Board with Mill Creek (Fay, Woolery, Waugh)

TBD / Station 71



Finance Committee (Waugh, Wells, Snyder)

TBD / Admin Bldg

Chairman Waugh commented the committee discussed projections and moving from an EMS levy to a Fire levy, a year early so it will fall in line with the levy for Lake Stevens Fire. New legislation allows the levy to be progressively maintained at CPI. We plan to submit for the ballot in May and be on the August ballot.

Chief Meek commented it will be a multi-year permanent levy, based on historical CPI.

Policy Committee (Wells, Woolery, Schaub)

TBD / Admin Bldg

Chairman Waugh commented that he and Chairman Elmore discussed bringing our policies up to date. Our joint Boards will need to discuss the differences between us in regards to policies.

Safety Committee (Fay, Schaub)

Monday, March 25, 2019 – 1800 hours / Station 71

Commissioner Schaub commented they had three vehicle collisions this past month.

Risk Management (Schaub)

Tuesday, April 23, 2019 – 1900 hours / Snohomish Co FD 22

August 27, 2019 – 1900 hours / Snohomish Co. FD 22

November 5, 2019 – 1900 hours / Snohomish Co. FD 22

Labor Management (Waugh, Wells, Fay)

Shop Committee (Snyder, Woolery, Schaub)

TBD / Admin Bldg

Strategic Plan Committee (Fay, Schaub, Wells)

Capital Facilities Committee (Schaub, Snyder, Woolery)

Station 33, Station 72, Station 32, Station 76

Other Meetings Attended

Snohomish County 911 (Waugh)

Regional Coordination

Leadership Meeting (Fay, Schaub, Wells)

Thursday, April 3, 2019 – 0900 hours / Station 71

Sno-Isle Commissioner Meeting

Thursday, April 4, 2019 – 1930 hours at Fire District 4 with Dr. Cooper



SR 522 Coalition Meeting (Woolery, Silva)

Old Business

None

Call on Commissioners

None

Citizen Life Saving Award

Deputy Chief Dorsey recognized a cardiac save patient and the two citizens who performed life saving CPR.

Chairman Waugh requested a 5 minute break at 1730 hours.

Chairman Waugh reconvened the open public meeting at 1735 hours and moved forward with Attendance Check.

Attendance Check

The Commissioners cancelled their April 11 meeting as four Commissioners will be unable to meet and they would not have a quorum.

Motion to cancel Fire District 7's April 11 Commissioner Meeting as we won't have a quorum.
Motion by Commissioner Woolery and 2nd by Commissioner Wells.
Vote Unanimous.

Motion to authorize Chief to sign payroll vouchers during the next pay period, if it is not done by the 5th.
Motion by Commissioner Fay and 2nd by Commissioner Woolery.
Vote Unanimous.

The Commissioners confirmed their next meeting will be the Joint Commissioner Meeting scheduled for 5pm Thursday, April 25, 2019 at the Lake Stevens Fire Conference Center.

EXECUTIVE SESSION

RCW 42.30.140 (4) (a) – Post Retirement Medical Contract (IAFF Member)

At 1740 hours Chairman Waugh requested an executive session regarding a post retirement medical contract pursuant to RCW 42.30.140 (4) (a) for 15 minutes with expected action to follow. Executive session included Fire District 7 Chairman Waugh, Commissioner Schaub, Commissioner Wells, Commissioner Woolery, Commissioner Fay, Chief Meek, CFO Camille Tabor, and Lake Stevens Fire Chairman Elmore, Vice Chair Steinruck, and Chief O'Brien.

At 1755 hours Chairman Waugh reconvened the open public meeting and moved forward with the following motion.



Motion to authorize the Chair to sign the agreement to provide medical benefits, including details in the three page document submitted.

Motion by Commissioner Woolery and 2nd by Commissioner Wells.

Vote Unanimous.

JOINT MEETING AGENDA

Draft Board Rules and Polices

Chairman Waugh commented we would like to turn over the policies to Chairman Elmore, Commissioner Wells and Commissioner Schaub.

Chairman Elmore suggested we identify the Board specific policies that we are directly involved with, and review those policies to determine what is best for the merger moving forward.

Meeting Dates and Times

The Commissioners agreed to scheduling the Joint Commissioner Meetings with Fire District 7 and Lake Stevens Fire on the fourth Thursday of the month at 5pm and alternating locations between Lake Stevens Fire and Fire District 7.

Fire District 7 will keep their first meeting of the month scheduled for 3:30pm on the second Thursday of each month.

Future Capital Retreat

Chairman Waugh commented we would like to schedule a Capital Plans Meeting and suggested we review both the Fire District 7 and Lake Stevens Fire capital plans and facility plans. We need to be able to validate our levy lift.

Chief Meek commented we would like to include architects Rice Fergus Miller at the meeting.

Assistant Chief Guptill commented we are trying to set this up after April 16 for a two hour block of time when we can get all the Commissioners together.

The Commissioners agreed to meet at 5:30pm Thursday, April 18 in Monroe for this meeting.

Chairman Elmore asked about UGA modifications, and if any areas are in question where a neighboring district would take it over.

Chief Meek commented Station 72 is in Mill Creek's UGA area.

Chairman Waugh commented the boundary is moving. He also suggested we consider the Lake Chelan Seminar weekend for a Commissioner Retreat as well.

Chief Meek commented we will reach out to legal counsel Brian Snure and see if the retreat could be considered an executive session.

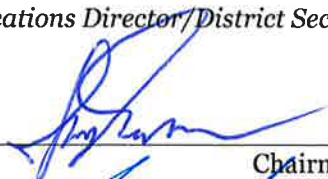


ADJOURNMENT

Chairman Waugh adjourned the meeting at 1815 hours.

Motion to adjourn the meeting at 1815 hours.
Motion by Chairman Elmore and 2nd by Vice Chair Steinruck.
Vote Passed, Commissioner Gagnon is an excused absence.


Minutes respectfully submitted by Laana Larson, Communications Director/District Secretary.



Chairman Troy Elmore



Vice Chair Jim Steinruck

Commissioner Paul Gagnon


Chief Kevin K. O'Brien