



Business Meeting Minutes, January 13, 2021

BVFF Committee: Molly, Chief Andrews and Karen (recorder) were present. Carsen Smith was not in attendance.

There were no BVFF charges to approve.

The meeting was called to order at 7:06 pm on video conference using Zoom app, with a link posted for public access. Present were Commissioner Chair Bill Tubbs, and Commissioners Michelle Adie, Molly Olson, Doug Rupp and Leigh Christianson. Also present were Chief Eric Andrews, Assistant Chief Ernie Walters, Division Chiefs Jarrod Spence and Pete Parrish, Captain Scott Coulson and Secretary Karen McPeters (recorder).

Public Commentary: No public

EXECUTIVE

BUDGET – Included in the budget report tonight is the final revenue report as of December 31st. We do not have a revenue report for January 2021 tonight.

COVID REPORT - Covid vaccinations began to be offered to our members on December 26th through the Everett Clinic. As of our last survey we have 36 members that want to receive the vaccination and 20 that have refused, with other members not completing survey.

Snohomish County Fire Chiefs - The Chiefs have secured enough PPE for the next six months. It appears there may be some issues with using county up front funds to purchase future supplies in bulk. The Chiefs continue to work on planning to continue bulk supply orders for all departments.

Non Voted Bonds – We are working on the non-voted bond application which is due March 1st. We plan to have it in by the end of this month with all the required documentation. We will need to sign resolutions and have attorney opinion for this financing. Should be able to have it ready for the February meeting.

Commissioner Terms – We received notice from Elections that three positions will be up for a vote this year. With this configuration there would be three commissioners running and in the other years we would have a one commissioner race. This is unusual in that the board could potentially have a new majority every six years. While we cannot change the fact that three commissioners will be elected in 2022. We can make one of the positions a shorter two or four year unexpired term and the other two the standard six year terms. This assures that the maximum of new board members would be two in any one year. My recommendation is to have two six year terms and one four year term in 2022, one six year term in 2024 and two six year

terms in 2026. This would get us back on track for what is normally seen for a five-person board.

MEDICAL SERVICES ADMIN – After speaking with the District 5 Fire Chief we have decided a joint MSA would not work with the current expectations from each agency. Joe will stay affiliated as a volunteer and Pete will become a part time employee. Joe will be assigned the MSA vehicle and will be available from home for off duty responses. Pete lives near Leavenworth and is not available for off duty response. I have drafted a part time contract for Pete that I will ask your approval of tonight and Joe will continue to receive volunteer service points.

STAFF RETREAT – The department officers will be holding the annual staff retreat to review successes of past year and plan goals for 2021 this Saturday.

OPERATIONS

Walters stated that he is able to drive and to do light duty at the station.

He really wants to thank everyone that has stepped up to help out while he was out of service last month.

Covid 19 PPE grant – We have not heard anything from FEMA as of yet with regard to the status of our COVID PPE grant submitted in November.

New SCBAs - The new SCBAs are in service and all personnel (minus a handful) are fit tested and have been assigned their masks.

The old SCBAs have been cleaned and are now in the training conex box next to building “C”.

Station remodels – Walters will be contacting the architect to start the process of getting the plans done for the kitchen remodel of station 54.

During the process of getting the plans and bids done for the station 54 kitchen remodel, the goal is to make some repairs to the kitchen area at station 53.

SUPPORT SERVICES

The used Bobcat was purchased and is now at Station 54. It is planned primarily for the training facility use but also has fork lift capability and snow removal ability.

Phone system is up and running which links all stations with same phone system.

The Fall EMT class is underway with several modifications due to Covid. We are holding the class at Station 53 to allow more room for distancing. The class has started with 23 students.

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EMS

The EMS division responsibilities have been re-arranged and duties divided between the two MSA's and one MSO.

Many of our personnel are due to recertify this coming year and Snohomish County is in the process of using a new online training platform. It has been a priority to get all EMTs to complete the ongoing training in the old system before year end.

The EMS division has been coordinating updated pandemic procedures and vaccination of personnel in coordination with all Snohomish County agencies.

Secretary's Report

The Systems Design report and run totals are available for review.

Budget

Currently at 10%.

Minutes: Molly moved to approve the December minutes. With a second from Michelle, the motion passed with 4 ayes and one abstention from Christianson.

Vouchers: Bill moved to approve vouchers 1 through 45 for \$150,584.53, and 46 through 59 for \$63,973.14, and vouchers 1 and 2 from the construction fund for \$2,824.54 . With a second from Michelle, the motion passed unanimously.

Payroll: Bill moved to approve payroll in the amount of \$127,502.39. With a second from Doug, the motion passed unanimously.

Board Position Elections:

Commissioner Tubbs was nominated for Commissioner Chair and was unopposed and elected unanimously.

Commissioner Sample was nominated for Vice Commissioner Chair and was unopposed and elected unanimously.

Karen was nominated as Secretary of the Board and was unopposed and elected unanimously.

Bill moved to run Board Position 5 as a four-year unexpired term, to get our positions back on a correct schedule. With a second from Michelle, the motion passed unanimously.

Bill moved to authorize the chief to sign Pete Parrish's MSA contract as presented. With a second from Michelle, the motion passed unanimously.

The Chief proposed that Assistant Chief Walters be granted holiday time for 2020 that was in his original contract but was left off the 2020 addendum, amounting to 104 hours. He also proposed that Walters be allowed to sell back unused holiday time in February, since it was not available

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in January and he may otherwise carry over more than the maximum allowed.
Leigh moved to approve the changes, and with a second from Michelle, the motion passed unanimously.

Leigh attended the Sno-Isle Commissioners' meeting, and reviewed issues covered. The conference in June will probably be canceled due to Covid.

Walters presented a list of items to be surplus. Bill moved to approve all items on the list for surplus.

Next meeting February 10, on Zoom.

Adjournment 8:14 pm

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