



Business Meeting Minutes, April 14, 2021

BVFF Committee: Molly, Commissioner Chair Bill Tubbs, Chief Eric Andrews and Karen (recorder) were present. Carsen Smith was not in attendance. There were no charges.

The meeting was called to order at 7:03 pm on video conference using Zoom app, with a link posted for public access. Present were Commissioner Chair Bill Tubbs, Vice Chair Pat Sample, Commissioners Michelle Adie, Molly Olson, Doug Rupp and Leigh Christianson. Also present were Chief Eric Andrews, Assistant Chief Ernie Walters, MSA Pete Parrish, Captain Joe Simmons and Secretary Karen McPeters (recorder).

Public Commentary: No public

EXECUTIVE

COVID Report – Several of our personnel continue to assist at the vaccination sites around the county. The hope is the mass vaccination sites can be closed by June 1st and the remaining vaccination needs handled by the regular clinics and pharmacies.

Non-Voted Bonds – Karen and Chief Andrews met with State LOCAL Program officials and went over the projects for inclusion into the financing package. The only stumbling block is the state requires that we have work contracts in place by May 17th otherwise the financing cannot be included in the June financing. They did say what we could not get done by May 17th could be included in the October financing.

Promotion – We added a Lieutenant position to the department that is designated EMS lieutenant. After the staff retreat it was felt that since we have many EMS only personnel that these individuals should have an advocate/supervisor that represents them. In addition, we have added 6 new positions to our ranks.

Engine Purchase – After the awarding of the engine bid at the special meeting we have secured the contract for purchase and Karen processed the payment. Ernie has planned the pickup and return of the new engine. As we spoke briefly, we want to get the news out about the new engine emphasizing that we purchased with regular funds and no extra taxes were required as in the past. We will want to include the same about the upcoming purchase of the EMS unit. Not that many will remember but this is what we said we would do in the past few elections.

Recap - We have accomplished a lot in the first quarter of this year: placing all new self-contained breathing apparatus in service, placing all new portable radios in service, obtaining two Covid grants, completed EMT course, tested and processed six new volunteers, purchased a

new engine, upgraded capability at training site, upgraded computer and phone systems. We have also enacted training methodologies around Covid, assisted in Covid vaccinations, started station remodeling, secured financing and several more accomplishments. Too many people to thank but it is a pleasure to watch so much being accomplished and come to fruition.

OPERATIONS

Station remodels – Station 53 repairs are progressing.

AC Walters has contacted several contractors to get bids for the items that will need to be done by a licensed contractor: HVAC system, cement repair, window installers, septic designer and painting.

He will be meeting with Lawhead architects the week he gets back from Florida.

Apparatus Repair: Walters inspected Engine 54 (Pierce) and Tender 55 at Hughes Fire Equipment in Tacoma last week. All the parts to repair the apparatus have arrived and reassembly of the vehicles started on Monday (4/12).

New Engine Purchase: On Tuesday (4/13) AC Walters and Patrick Hovell will be flying down to Florida to pick up the new engine. The plan is to spend most of the day on Wednesday to inspect the vehicle and drive it to Hughes Fire Equipment in Tacoma.

The drive should take four days and they should arrive back home on Sunday. The truck will be at Hughes Fire for about a week. The goal is to have the vehicle in-service by the end of May.

SUPPORT SERVICES

NO REPORT

EMS

Continuous Quality Improvement/Quality Assurance (CQI/QA). All ESO electronic health reports (EHR's) have been assigned to the QA team through March.

EMS division is working with Snohomish County to update the County EMS CQI/QA procedure.

Developed a QA tracking system, for reporting to SCEMS as required by SCEMS policy

Code Stat is up and running. Evaluated all Cardiac arrests in 2020 for baseline. This will allow us to measure training needs. This will be used for all of our advanced airway procedures also.

EMT Training, graduated 23 EMT students, so far 4 have passed the NREMT on their first attempt.

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Planning is underway for Advanced EMT course in the Fall.

Continuing EMS Education

- Conducted the first quarter OTEP practical skills set, six skill sessions, most of the department have completed this. Still have some make-up to catch.
- Received new EMS training mannequin, used in all six training events. Works very well.

CPR Training

- Trained 2 new BLS CPR providers
- 21 students trained at Sultan School District
- 28 students trained at BNSF

EMS apparatus replacement committee, the committee is complete with five members plus the chair, meetings will start soon.

Paramedic Personnel - Arndt and Steinbach out on injury. In communication with them for status updates.

Ski Medic program -The extended season added four more shifts; the last one on 4/18.

Secretary's Report

The Systems Design report and run totals are available for review. Final documentation has been submitted for EMAC reimbursement, so hopefully we will be receiving that soon. The Q1 KC EMS payment just arrived today.

Budget

Currently at 31%.

Minutes: Leigh moved to approve the regular March minutes. With a second from Molly, the motion passed unanimously.

Michelle moved to approve the minutes from the special meeting to award the bid for the engine. With a second from Leigh, the motion passed unanimously.

Vouchers: Bill moved to approve vouchers 174 through 212 for \$76,707.92, and vouchers 4-6 from the Construction Fund for \$2,657.50. With a second from Doug, the motion passed unanimously.

Payroll: Bill moved to approve payroll in the amount of \$102,482.36. With a second from Leigh, the motion passed unanimously.

Discussion Items

Cost Recovery Billing

Commissioners discussed the roll out of cost recovery billing, what sorts of calls should be covered, and whether in-district people should be billed as well as out-of-district people. Further

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discussion was tabled until the May meeting.

Resolutions 2021-01 and 2021-02

There was discussion around the delay in getting a conditional use permit meaning we may only have contracts in place for the station remodels in time for the June financing, and the training center may have to be postponed until the October round. Since interest rates will probably go up, all are hoping to continue with the plan to submit contracts for all three projects in time for the June round.

Bill moved to approve Resolution 2021-01, LOCAL Program Financing. With a second from Doug, the motion passed unanimously.

Bill moved to approve Resolution 2021-02, Form of Reimbursement. With a second from Pat, the motion passed unanimously.

Leigh attended the Sno-Isle Commissioners' meeting, and reviewed issues covered.

Cybersecurity is a hot topic, as is appointing a Public Information Officer to post to social media.

Next regular meeting May 12, on Zoom.

Adjournment 8:04 pm

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