



## Board of Commissioners Meeting Minutes

*December 28, 2020*

Chairman Steve Fox called the meeting of the Board of Commissioners to order at 7:00 p.m. via Zoom video conferencing. Commissioner Geiger, Chief Halverson, Deputy Chief Fulcher and District Secretary, Cathy Barth, were present. Commissioner Cople was absent. Members of the public were in attendance.

A motion to excuse Commissioner Cople from the Board of Commissioners Meeting was made by Commissioner Fox, seconded by Commissioner Geiger, and passed unanimously.

**Additions to Agenda** – Commissioner Fox added to Old Business the State Auditors report.

**Public Comments** – Firefighter Gwilt thanked Chief Halverson for getting the information out to the Firefighters regarding the Covid 19 vaccination. He received his first shot this past weekend.

**Consent Items** – None

**Chief's Report** – See Attached

Commissioner Geiger asked if the half of the staff receiving the Covid 19 vaccination included part time and volunteers or just full time personnel. Chief Halverson replied that all firefighters were invited to receive the vaccination.

**Secretary's Report** – None

**Old Business** –

**State Auditors Exit Conference** – Commissioner Fox gave a brief report regarding the State Auditors exit conference. Reiterating what Chief Halverson said in his Chief's report.

Commissioner Geiger spoke to the issue of the Auditors awards that he has seen other District's receive and wondered how that is achieved. He also wanted it noted that the report stated that we had hired a new employee which we have not.

**New Business** –

**Commissioner Meeting Calendar 2021**– A motion to approve the 2021 Commissioner Meeting Calendar was made by Commissioner Fox, seconded by Commissioner Geiger, and passed unanimously.

**Executive Session**–

A motion to recess to Executive Session until 7:45 p.m. per RCW 42.30.110 for the purpose of discussing employee and service provider contracts was made by Commissioner Fox, seconded by Commissioner Geiger, and passed unanimously at 7:25 p.m. Commissioners Fox, Geiger and Chief Halverson were in attendance. District Secretary, Cathy Barth, was excused at that time. The Executive Session adjourned at 7:45 p.m. No actions were taken. Returned to the regular meeting.



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### Regular meeting-

**ALS Extension Agreement** - A motion to authorize Chief Halverson to sign an ALS Extension Agreement with Snohomish Regional Fire and Rescue (District 7), was made by Commissioner Fox, seconded by Commissioner Geiger, and passed unanimously.

Commissioner Fox under the emergency order restricting public meetings and District 5 Resolutions 2020-01 and 2020-02, authorized Chief Halverson to sign the ALS Extension Agreement.

**Deputy Chief Clark Contract** - A motion to approve the 2021 -2022 personnel contract for Deputy Chief Clark, was made by Commissioner Fox, seconded by Commissioner Geiger, and passed unanimously.

Commissioner Fox under the emergency order restricting public meetings and District 5 Resolutions 2020-01 and 2020-02, authorized Chief Halverson to sign the contract for the Deputy Chief of Operations, Scott Clark. Commissioner Fox and Commissioner Geiger stated that they would sign the document in person at a later date.

**Commissioner Comments** – Commissioner Fox thanked staff for their hard work during the pandemic and those staff members including Firefighter Gwilt, for getting the vaccine the weekend after Christmas.

Commissioner Geiger stated his appreciation to the great group of employees at District 5, fifty percent of whom are willing to get the vaccine to insure service to our community during Covid 19. Commissioner Geiger stated that after the discussion he was very happy with the Auditor's report. He extended his thanks to the Administration for their effort on behalf of the District.

**Adjourn** - Being no further business, a motion to adjourn was made by Commissioner Fox, seconded by Commissioner Geiger, and passed unanimously. The meeting adjourned at 7:49 p.m.

Cathy Barth  
District Secretary

# Chiefs Report to Board of Commissioners

December 28, 2020

## **Audit Report**

Our audit exit conference went very well with the auditors praising Cathy's efforts in this Covid environment. It was our first year to produce a financial statement which we relied on the Auditors office to coach us through. Usually we team work these new functions but Covid made that difficult for the Auditors and for our team and it was left to Cathy to work through the process. Ultimately we received a finding primarily over the way we recorded the Bond indebtedness. It is clear that even the auditors could not make good use of one another's expertise and gave us bad advice based on their limited understanding of the unusual way we receive bond funds. All in all it was a very good audit thanks to the good work that Cathy and Lynene do on a daily basis. Audits are a very small part of what the District Secretary and her Assistant Secretary do on a daily basis to insure that District finances are properly managed. Most of their effort is unseen and under recognized.

## **Road Closure**

The Sultan Basin Road closure has been opened to emergency traffic, and local traffic at night and holidays. We expect it to be completed ahead of schedule.

## **Station Construction**

Most of the work this last week of December will be interior rough-in of electrical, HVAC, low voltage electrical, and the fire sprinkler system. Also schedule is blocking for interior cabinets, fixtures and devices.

The first week of January rough-in will continue and exterior work such as the bay roof panels, window glass, and siding will be completed. Site preparation for concrete and asphalt is complete. Laying the concrete and asphalt remains dependent on the weather.

The main electrical panel that was not delivered as scheduled this month is still an issue. If it can't be resolved through a different vendor we will likely have to wait until February for delivery. At this time it isn't expected to hold up completion of the building but will definitely complicate the process for Trico.

## **COVID-19**

About half of our personnel signed up to be given the Covid vaccination. We began vaccinating those who wish to be vaccinated on Saturday December 26<sup>th</sup> and Sunday December 27<sup>th</sup> at the Everett Clinic in Smokey Point. Vaccinations are scheduled by appointment and will continue in the same way this weekend. The Moderna vaccine we are receiving requires a second dose 28 days after the first. The second vaccination is scheduled along with the first and vaccines are held back to insure availability for the second vaccination.

Employees receiving the vaccinations will be asked to provide medical insurance information. If they don't have insurance or if the insurance doesn't cover the vaccination they will still be vaccinated and the cost will be picked up by Snohomish County through a Federal CARES grant. There is no cost to the District or our personnel.

The only regularly occurring side effect has been a sore shoulder at the injection site. There have been some rare instances of body aches. We are hopeful as we find success with these vaccines more personnel will agree to take the vaccination.

### **Weather Expectations**

With La Niña at a 90% expectation our winter weather remains unpredictable. We are thankful that the expected flood event over the weekend before Christmas didn't happen. Floods over the holidays add to the holiday stress and cause people to take risks such as trying to cross impassable roadways. If the general La Nina pattern of colder drier weather accompanied by lowland snow holds true we should be spared flooding until spring.

### **Ransomware Attack**

District 7 (Snohomish Regional Fire Rescue) was hit with a ransomware attack last week. I have not yet been given the details but understand it to have been sophisticated and paralyzing. Over half of ransomware attacks throughout the world are in the US. I am aware of attacks on schools and hospitals but not on public safety. We will look into this in greater detail to see if there are lessons to be learned.