



Board of Commissioners Meeting Minutes

April 22, 2024

Chairman Steve Fox called the meeting of the Board of Commissioners to order at 7:00 p.m. at 32905 Cascade View Dr. Station 51 and via Zoom video conferencing. Commissioner Fox, Commissioner Geiger and Commissioner Chase were present. Chief Johnson, Deputy Chief Fulcher and District Secretary, Cathy Barth, were present. Members of the public were in attendance.

Additions to Agenda -

Commissioner Fox added Agency Benefits to the Consent Agenda.
Commissioner Fox added a Newsletter discussion to New Business.

Public Comments – None

Consent Agenda –

Agency Benefits for April 2024 – \$37,631.60.

A motion to approve **April 2024 Agency Benefits \$37,631.20** was made by Commissioner Fox, seconded by Commissioner Chase, and passed unanimously.

Chief's Report – See attached.

Old Business –

Open Issues/Actions – No new actions were added.

Commissioner Fox reported that Fire District 5 will be hosting the Sno Isle Commissioners Association meeting on May 2nd, 2024 beginning at 6:00 p.m. Sherriff Johnson will be speaking.

New Business –

Deputy Fire Chief hiring – Chief Johnson informed the Commissioners that Deputy Chief Scott Clark would be retiring on May 31st of this year. He provided the Commissioners with a job description and flyer for the position. The Chief asked the Commissioners for their input.

Discussion was held regarding the position. The Commissioner's offered some input about wording in the flyer, expected hours of work, education and experience. Chief Johnson was asked if he had specifications for the job and if he could show those to the Commissioners.

Commissioner Geiger asked if any of the current employees would meet the licensing and certification requirements. Chief Johnson replied that there are employees that could be set on a path to obtain those over a period of time.

Chief Johnson mentioned that a neighboring department is also looking to fill a Deputy Chief position. They are offering 25 percent more salary than what we are offering. He added that he feels some candidates are looking for a department where the size of the department, response area, as well as the potential for growth within the department may be a deciding factor.



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New Business – continued

Deputy Fire Chief hiring-

Chief Johnson discussed the Battalion program and response time.

He asked the Board if they wanted to provide input regarding response time back to the district when covering after-hours Duty Chief responsibilities. Discussion was held regarding whether the new Deputy Chief would be required to live in the District or how far out of the District would be acceptable, and the allowable response times within our district boundaries.

Commissioner Fox stated that Chief Johnson has a good start and received good input from the Board, he added that he is pleased with the direction the District is moving in.

Newsletter Discussion – The Commissioner's stated that they were very pleased to see a newsletter go out this quarter. The Commissioners and Chief Johnson discussed general topics for each quarter. Summer, water safety, fire rules and regulations, in the fall, the potential for flooding and a notification to change smoke alarm batteries, as well as fall prevention awareness week. Winter ice and slippery surfaces, the holidays and extension cord use, candle danger during the holidays watering of the Christmas tree, and carbon monoxide exposure. Also discussed was review of the Newsletter by a Commissioner before it goes to print.

Commissioner Chase inquired about the Narcan program and if it had started yet. Chief Johnson replied that the kits have not arrived yet. She suggested that in the future this topic might be added to the Newsletter.

Commissioner Comments –

Commissioner Fox thanked Chief Johnson and staff. He wished Deputy Chief Clark a grand retirement after years of great service.

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 7:54p.m.



Cathy Barth
District Secretary

Chiefs Report to the Board of Commissioners

April 22nd , 2024

Career Hiring Update

- After the April 10th interviews to fill the FF/Medic positions, it has been determined that staff will continue to recruit for applicants and set another application pull date and interview process.
- Two new Medics are working through their onboarding, one is scheduled to take the Snohomish County Protocol Test in a few weeks.

General

- The peer support training is back on. Staff was able to find a suitable instructor who is available. We are still partnering with Sky Valley for this training and the District will front all costs for the class and send the final bill after the class is complete, based off the final number of participants for each District.
- We have had an ongoing server issue that was scheduled to be repaired this past Saturday. Unfortunately, we had to move that prescheduled work up a few days when the server would not re-boot after general maintenance on Thursday. All systems are up and running with no loss of data reported so far. IS Outsource worked throughout the night to make sure that downtime was minimized.
- Crews performed extrication training for recruits this weekend and had an advanced class for personnel the other day. A vendor was on site to provide a demo of battery-operated extrication tools. The plan is to replace our current tools when we replace the Engine.
- The first of two wildland refreshers was held at Station 51 last week, with the second and final training scheduled for next week. All red-carded staff will be in attendance.
- The County-wide CWPP process continues, but as a reminder it will not be completed prior to this years wildland season.

Events

- Station open house is scheduled for April 28th from noon to 2 p.m.. Community Alliance will be providing pinewood derby cars, track, and refreshments during the event.
- The Annual Battle of the Badges Charity Softball game will take place Sunday, May 19th at Sultan High School, Game starts at noon.

Respectfully submitted,

Seth Johnson
Chief, Snohomish County Fire District 5