



Board of Commissioners Meeting Minutes

August 26, 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, and District Secretary, Cathy Barth, were present. Members of the public were in attendance.

Public Hearing Regarding Annexation Properties Lake Bronson Area - Commissioner Fox opened the hearing. Members of the public were invited to speak.

No members of the public offered comments in favor of or in opposition to the annexation.

The Public hearing adjourned at 7:02 p.m.

Additions to Agenda – Commissioner Fox added to New Business a brief discussion about the Fire Commissioner Association annual meeting.

Public Comments – None.

Consent Agenda –

Agency Benefits for August 2024 – \$39,349.91

A motion to approve the **August 2024 Agency Benefits \$39,349.91** was made by Commissioner Fox, seconded by Commissioner Geiger, and passed unanimously.

Chief's Report – See Attached.

Commissioner Fox asked Chief Johnson if the Smokey Bear statue would have a shovel. Chief Johnson replied that it will come with a shovel.

Old Business –

Open Issues/Actions – No new actions were added.

New Business –

Fire Commissioner Association Annual Conference - Commissioner Fox stated that the annual conference will be held in Spokane on October 23th. Commissioner Fox thought he should attend the conference in person. The Commissioners agreed to Commissioner Fox's attendance. Chief Johnson will provide Commissioners Chase and Geiger with proxy voting forms once the meeting date gets closer.

Deputy Fire Chief Hiring – 2025 Considerations – Chief Johnson presented the Commissioners with the job description and an employment agreement for a Deputy Chief position.

Commissioner Chase had some verbiage, and grammar changes she shared with the Board and Chief Johnson.

Commissioner Fox asked that number 14 of the Job description be amended to "Perform other functions and activities as assigned by the Fire Chief".

Deputy Fulcher will not be seeking a contract in 2025. He has offered a proposal for part time position he would like the District to consider. Chief Johnson stated that he has narrowed down the candidates to two for the Deputy Chief position. He would like to hire both candidates at the same time so there could be some overlap and training for the Deputy Chief Fulcher position.



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New Business – *continued*

Deputy Fire Chief Hiring – 2025 Considerations

Chief Johnson stated that he felt the two candidates would be a good fit. One candidate would be a good fit for the Operations side and the other for EMS, operating as a Medical Services Administrator. The Commissioners discussed the positions, duties, and the transition timeline. Chief Johnson was asked to provide a job description for the potential position that Deputy Chief Fulcher would be moving into. Also discussed was the termination of Deputy Chief Fulcher's current contract and notification timeline.

A motion to support the hiring of a second Deputy Chief was made by Commissioner Chase, seconded by Commissioner Fox, and passed unanimously.

Executive Session-

A motion to recess to Executive Session until 8:05 p.m. per RCW 42.30.110 (g) to evaluate the qualifications of an applicant for public employment and to review the performance of a public employee, was made by Commissioner Fox, seconded by Commissioner Geiger, and passed unanimously at 7:45 p.m. Commissioners Fox, Geiger, and Chase were present.

At 8:05 p.m. Commissioner Fox told those in attendance that the meeting would need to be extended for an additional fifteen minutes. A motion to extend the Executive Session was made by Commissioner Chase, seconded by Commissioner Geiger, and passed unanimously. Chief Johnson was asked to join the session. The Executive Session resumed at 8:05 p.m.

The Executive Session adjourned at 8:20 p.m. No action was taken.

The Regular Board Meeting resumed at 8:20 p.m.

Commissioner Comments – No comments.

Adjourn - Being no further business, a motion to adjourn was made by Commissioner Fox, seconded by Commissioner Chase, and passed unanimously. The meeting adjourned at 8:21 p.m.

Cathy Barth
District Secretary

Chiefs Report to the Board of Commissioners

August 26th, 2024

New Personnel

- We have made offers to two FF/Medics who will be starting work soon to round out the ranks. These are the last two positions that we have been looking for, and staff believes that the two incumbents are the right people for the organization and the ALS program.
- One is a Snohomish County Medic, and one comes to us from Island County, and both are experienced firefighters. This will result in one person going right to shift, and the other needing to complete the SnoCo Integration Process, which they should complete by Jan 1.
- All DC interviews have been completed, and there is a discussion item related to this position later on the agenda.

Equipment

- The tractor that was approved earlier this year should be at the station within the next two weeks. This piece of equipment will require a training program and a sign off process yet to be determined. Staff is working with the vendor to provide initial training.
- E51 is still out of service from the station mishap, with E51A used in it's place. I received word today that the last few parts that the manufacturer failed to ship are being sent red label (o-rings and gaskets).

Smokey Update

- Signs have a 4-6 week lead time, and the statue has a 4-6 month lead time. The vendor has one statue available due to an order cancellation.
- Graffiti proof coatings are not standard (or even something that they offer), and the vendor is checking with his production team to determine if they can add that prior to shipping. Vendor will provide a quote once this is determined.
- Permits questions are waiting for key personnel from the city and county to return from vacation next week.

General

- SRT Team completed quarterly training last Friday on the river.
- The end of summer bash is on Friday @ VOA Campus from 6pm to 9pm.
- Wa DOH Rural EMS Quality Improvement Grant Program has been completed.

Respectfully submitted,

Seth Johnson

Chief, Snohomish County Fire District 5