



Board of Commissioners Meeting Minutes

April 14, 2025

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, and Commissioner Chase were present. Chief Johnson, and District Secretary, Cathy Barth, were present. Commissioner Geiger was present via Zoom. Members of staff and the public were in attendance.

Additions to Agenda –

Commissioner Fox pulled the minutes of March 24, 2025, from the Consent Agenda.

Public/Staff Comments – No Comments

Consent Agenda -

Approval of Minutes for March 10, 2025

Approval of Special Meeting Minutes March 17, 2025

Approval of Payroll April 2025 = \$208,947.54

Approval of General Expense Fund Vouchers #250401001 - #250401044 April 2025 = \$149,485.14

A motion to approve the consent agenda excluding the minutes of March 24th, 2025, was made by Commissioner Fox, seconded by Commissioner Chase, and passed unanimously.

Item pulled: Minutes of March 24, 2025

A motion to approve the Minutes of March 24, 2025, as presented was made by Commissioner Chase, seconded by Commissioner Geiger, Commissioner Fox abstained, the motion passed.

Chief's Report – See attached.

Reports –

Chaplain Activity Report - Chief Johnson asked the Commissioners for feedback regarding the report. The Commissioners discussed the report and agreed that some reformatting would make the report easier to absorb and understand the many details. Also suggested was that the call types and locations be omitted. Call types and training discussed in a summary would be sufficient as the document is open to public disclosure.

Some discussion was held regarding the call types that the Chaplains are being dispatched to and consideration of burnout potential.

Discussed also was the cost and type of radios the District is considering for the Chaplains. Chief Johnson stated he is looking at radios that would cost the District nothing.

Old Business –

Open Issues/Actions – No new actions.

New Business –

PO# 2025-3656 Sirennet – Lighting and Communications package for new DC51 apparatus

A motion to approve **PO# 2025- 3656-Sirennet** as presented was made by Commissioner Fox, seconded by Commissioner Geiger, and passed unanimously.



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New Business – Continued

District Secretary Search – Chief Johnson discussed with the Commissioners the need to begin advertising for the District Secretary position. The job description will be presented at the next meeting.

Discussed were advertising options, budget, and when to post the ads for the position.

Strategic Plan Workshop – The Commissioners discussed a date for the next Strategic Plan workshop. It was decided April 28th, 2025 from 2:30 p.m. to 5:00 p.m. a Special Meeting would be held for the purpose of a Strategic Plan workshop.

Commissioner Fox - Sno-Isle meeting – Commissioner Fox gave a brief overview of the Sno-Isle meeting he recently attended.

Executive Session-

A motion to recess to Executive Session until 8:30 p.m. per RCW 42.30.110 (g) for the purpose of a performance review of a public employee was made by Commissioner Fox, seconded by Commissioner Chase, and passed unanimously at 8:00 p.m. Commissioners Fox, Geiger, Chase, and Chief Johnson were present.

The Executive Session adjourned at 8:30 p.m. No actions were taken. Meeting resumed at 8:30 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 8:31 p.m.


Cathy Barth
District Secretary

Chiefs Report to the Board of Commissioners

April 14th, 2025

Apparatus

- Last week, 4 members of SCFD5, lead by DC Spence, travelled to the Spartan Apparatus Factory in Brandon, SD for a pre-construction meeting with our sales rep and Spartan engineers.
- Costs associated with the additions and subtractions of options on the new truck made at the factory by the District Design Committee are still being calculated, but it is likely that the total of changes could result in a zero sum.
- CH51 apparatus is still at the body shop. We were notified that it was complete, but after inspection of the vehicle at the body shop we informed the staff there that the vehicle needed more work prior to our acceptance. It should be done this week.
- Waiting for US Fire Equip to call back with an update on T51, but should be done soon. Apparatus was in paint two weeks ago.

Personnel

- We are recruiting for one career Firefighter/Paramedic position. Advertisements are on our website, facebook, as well as other online job posting platforms.

General

- Regarding SCEMSA, the new Snohomish County EMS Agency, the first Board meeting is occurring tomorrow. I will be representing the District as the Position 6 Director, along with the other members of the caucus including Sky Valley Fire, Granite Falls, Lake Roesiger and Getchell. Fire Commissioner Mills is representing the Snohomish County Fire Commissioners in Director Position 7.
- I signed a student rider agreement with the National Medical Education and Training Center (commonly known as the "Boston Medic Program"). This allows the District to host students participating in that program.
- I met with the CIAW Insurance Program Administrator and discussed the Districts insurance policy. Good conversation was had about the needs of small fire districts and programs that we may be interested in, as well as ways to incentivize agencies that have very low loss occurrences, such as ours.
- We received the final legal descriptions for the two annexations (298th/Reiner and Lake 16), and we will be filing the BRB packet soon.
- We need to set a date for the next strategic planning workshop.

Respectfully submitted,

Seth Johnson

Chief, Snohomish County Fire District 5