



## Board of Commissioners Meeting Minutes

*April 28, 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, Commissioner Geiger and Commissioner Chase were present. Chief Johnson, and District Secretary, Cathy Barth, were present. Members of staff were in attendance.

**Additions to Agenda** – Commissioner Fox added to New Business a brief comment regarding the Sno-Isle monthly meeting. Also added was setting a date for the Strategic plan meeting. Chief Johnson asked to remove the scheduled Executive Session.

**Public Comments** – None

### **Consent Agenda –**

Agency Benefits for April 2025 – \$49,591.53

A motion to approve **April 2025 Agency Benefits \$49,591.53** was made by Commissioner Fox, seconded by Commissioner Chase, and passed unanimously.

**Chief's Report** – See Attached.

Chief included an update about his recent meeting with SCEMSA, and the initial actions the board took, in addition to the workload for the first year.

Commissioner Geiger inquired if the local Walmart will be receiving a thank you note for the grant monies they awarded the District. He suggested that some photos be included with the thank you. Chief Johnson replied that a thank you would be forthcoming.

### **Old Business –**

#### **District Secretary Search Proposal –**

Chief Johnson reviewed the District Secretary job description, flyer, and proposal with the Commissioners.

A motion to fill the Secretary's position due to retirement with the discussed corrections in the job description was made by Commissioner Chase, seconded by Commissioner Fox and passed unanimously.

#### **10.22.23 Lease Capitalization Policy Draft 2 -**

A motion to approve the 10.22.23 Lease Capitalization Policy (second draft), was made by Commissioner Fox, seconded by Commissioner Geiger, and passed unanimously.

**Open Issues/Actions** – No new actions.

### **New Business –**

**Sno-Isle Commissioner Meeting** – Commissioner Fox informed those in attendance that the Sno-Isle Commissioners meeting would be held this coming Thursday at Fire District 5. Fire Management Officer from the DNR Salish Unit will be presenting to the group.

**Strategic Planning Workshop Meeting date** – The Commissioners agreed that a special meeting will be held on May 28<sup>th</sup> at 2:30 p.m. for the purpose of discussing the Strategic Plan.



## Board of Commissioners Meeting Minutes

*April 28, 2025*

### **New Business – continued**

**Snohomish County Fire District 26 (Sky Valley Fire), and King County Fire District 50 meeting** – Chief Johnson reported that he has been asked to attend a meeting with Snohomish County Fire District 26 and King County Fire District 50. It was decided that one Commissioner would attend with the Chief.

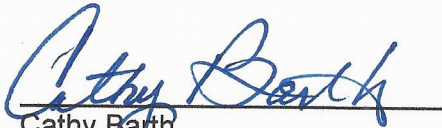
A motion to authorize Chief Johnson and Deborah Chase or alternate Commissioner Fox to attend the meeting with District 26 and District 50, seconded by Commissioner Geiger and passed unanimously.

### **Commissioner Comments –**

Commissioner Fox extended his appreciation to the crews for everything they do every day. “ You are the face of District 5”.

Commissioner Chase commented that it was nice to see the crews in action for a walk in patient today. The person was treated in a very relaxed and reassuring manner. It was very nice to see. Thank you to the crew.

**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 7:45 p.m.

  
Cathy Barth  
District Secretary

# **Chiefs Report to the Board of Commissioners**

April 28<sup>th</sup>, 2025

## **Apparatus**

- DC Spence's replacement command vehicle is scheduled to arrive in Mid-August. We have been amassing supplies and equipment and will be prepared for a quick in-service when that vehicle arrives.
- T51 should be done by end of next week. Once notified, staff will go retrieve the unit in Sumner, return it to service, and give T55 back to Sky Valley Fire. Their providing this tender for us to use while our one and only unit was down for rehab is extremely appreciated, so a big thank you to them.
- CH51 apparatus has returned from the body shop and is waiting for replacement stripes to be installed. The body shop bill was paid for by the District and the reimbursement request has been sent to our insurance company. We will also submit for the stripes to be replaced once that bill arrives.

## **Personnel**

- Firefighter/Paramedic interviews are scheduled for the 15<sup>th</sup> of the month. There are 4 candidates of varying backgrounds and experience.

## **General**

- The first SCEMSA Board meeting occurred two weeks ago, and the new board is finding its way in completing the necessary tasks of standing up a new government agency.
- We are now officially a "ride site" for paramedic students to come and perform their precepted skills and have had a few students already participate.
- SCFD5 received a grant from Wal-Mart in the amount of \$2,900. With those funds, the District has purchased 10 residential Knox Boxes with the intention of loaning these to citizens who have mobility issues that could impact them coming to the door. DC Duros was inspired by a local resident to look into this program, and the grant covered all costs for obtaining the boxes. We still need to work on the docs required to implement the program, but the equipment has arrived.
- May 4<sup>th</sup>, noon to 2pm will be the open house at Station 51, sponsored by the Sultan Community Alliance.

**Respectfully submitted,**

Seth Johnson

Chief, Snohomish County Fire District 5