Board of Commissioners Meeting Minutes

October 12, 2026

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 Chase, and Commissioner Copple were present. Chief Johnson, Deputy Chief Jarrod Spence and District Secretary Kendra Chynoweth were present. Members of staff were in attendance.

Public/Staff Comments – None

Consent Agenda -
Approval of Minutes for September 14, 2026
Approval of Minutes for September 28, 2026
Approval of Payroll 2026 = $290,354.29
Approval of Expense Fund Vouchers #261001001 - #26100132 October 2026 = $96,961.58

A motion to approve the consent agenda as presented was made by Commissioner Fox, seconded by Commissioner Chase, and passed unanimously.

Chief's Report – See attached

Deputy Chiefs Reports – See attached

Old Business –
Open/Actions
Helipad discussion – Commissioner Fox said he is scheduling a preapplication meeting hopefully get an extendable permit and start researching funding.

New Business –
Wildland Mobilization Process Presentation – Chief Johnson prepared a Power Point presentation about how our calls work from single unit response all the way up to State of Emergency calls. Commissioner Fox has asked Chief Johnson to present the report to the Regional Commissioners on November 5, 2026, location to be determined.

Preliminary Revenue Report 2027 – Chief Johnson presented preliminary numbers for incoming 2027 revenue. This will be updated as more information becomes available

Executive Session-
A motion to recess to Executive Session until 08:20 p.m. per RCW 42.30.110 to review the performance of a public employee was made by Commissioner Fox, seconded by Commissioner Chase, and passed unanimously at 8:05 p.m. Commissioners Fox, Chase, Copple and Chief Johnson were present.

The Executive Session adjourned at 8:20 p.m. No actions were taken. Meeting resumed at 8:20 p.m.

Informational
Records Requests

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Commissioner Comments –
Commissioner Fox – Thank you chief for all your presentations tonight!
Commissioner Chase – I'm excited for the engine to be ready to go!

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.

Kendra Chynoweth
District Secretary

Chiefs Report to the Board of Commissioners

October 12, 2026

US 2 Construction

- The laydown yard is being established, and some underground utility work will commence this week. The next step will be the re-route of Old Owen Road to the West, through the S end of the Red Apple parking lot.

Apparatus

- The new engine is getting the final items installed in Hillsboro and DC Spence is working to wrap that project up and determine the most appropriate delivery date.
- T51 has been detailed, and the final under-hood insulation parts are being installed today at the shops. While the truck was in the shop, annual maintenance was also performed and other minor repairs which were not associated with the fire.
- I want to recognize Sky Valley Fire for allowing us to use their tender while ours was out, highlighting the benefits of close working relationships with neighboring agencies.

Citizens Academy

- We hosted the Sultan Citizens Academy on the 14th at Station 51, for the latest cohort of participants. The group was very engaging, and I feel that we were able to make the best use of their time, explaining how their local fire department works for them.
- We will again be hosting the graduation on Wednesday, November 18th at 1800 here at Station 51. The format will be like last year when all the participating legislative bodies come together for a joint meeting, recognizing the participants' involvement in their community.

MISC

- DEM hosted an Incident Command 300 course here the week before last, with approximately 40 participants. There will be a follow up 400 level course in approximately one month.
- The District will participate in the Downtown Sultan Trunk or Treat this year, on October 31.
- The Snohomish County Fire Chiefs Association will be holding their November meeting at Station 51 on November 2.

Respectfully submitted,

Seth Johnson
Chief, Snohomish County Fire District 5

Operations Chief Report 10/12/26

1. Logistics

a. Facilities
   i. Station 52 has been completed. We are organizing the back room to accommodate a few workstations

b. Apparatus
   i. Painting was delayed on E52 so I will be travelling there tomorrow to go over the final change orders.
   ii. T51 has been repaired and was dropped off to be detailed today.

c. IT
   i. We have received all the equipment for locution and are waiting for an install date to have everything updated.
   ii. We have started working on a member's portal to digitize and streamline operations
   iii. We have just signed on to a new inventory management solution to help streamline and cut costs operationally.

2. Operations

a. Part Time Members
   i. We have 9 part-timers coming tomorrow for orientation and will be assigned to shift this week.

3. Training

a. Department Training
   i. Crews performed well in the live fire training with Snohomish Regional, learning and practicing their skills forcing garage doors, search and extinguishment.
   ii. We have the ICS 300 Class starting tomorrow with the ICS 400 class on December 8th and 9th

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SNOHOMISH COUNTY FIRE DISTRICT 5

32905 Cascade View Drive Sultan WA 98294
(360) 793 1179 **www.snofire5.org**

DC52 Report of Activity 10-12-26

Date	Activity
10/7-10/9	DC52 and Josh attended MIH (Mobile Integrated Health) Symposium in Kennewick. Josh achieved a Community Paramedicine Credentialing, which might be confusing but EMTs, Community Health Workers, Social Workers, etc are all eligible- Paramedic is just a term, not a scope of practice. DC52 spoke on the BHCore Grant partnership and general COMPASS program on behalf of SCFD5.
	COAST Behavioral Health Training was postponed so the two individuals who head up the material distribution can come together and ensure they have the most complete and up to date instructor material, Josh taught COAST alongside the Riverside Fire personnel while at the MIH Symposium with lots of compliments.
	DC52 entered into a DOH grant award for the Rural Health Transformation Project where the deliverables include facilitating and distributing the education surrounding our buprenorphine medication that our paramedics can give. DOH is partnered with SCFD5 to see how we educate and implement so that other rural Snohomish County departments follow suit with these progressive medications. **$40,000** will be awarded with this grant- Deliverables attached for review.
10/31	Staff will be present for Trunk or Treat on Main Street. SCFD5 will have lots of candy to hand out and have A52 decorated as a Haunted Ambulance. The department is taking steps to ensure we show up in the community appropriately by registering as a vendor, etc, where necessary where we haven't done so in the past. This is thanks to the organization of the Community Outreach Group, standardizing the department's presence at community events.
	All AEDs were replaced with the refurbished new-to-us updated LP1000 models that all now read EKGs. All of the units are in service, all staff has undergone in-service training on the update. We now have two perfectly working AED spares that we can consider for surplus to include possible community donation- new batteries were purchased so that if we do intend to award these, we give out models that have a fresh battery and are in good working condition.