**Business Meeting Minutes**

**May 14, 2025**

The meeting was called to order at 7:30 pm. Present were Commissioner Chair Molly Olson, Vice Commissioner Chair Pat Sample, and Commissioners Doug Rupp, Jason Lavinsky and Kate Hayes. Also present were Chief Eric Andrews, Asst Chief Ernie Walters, MSA Joe Simmons, Battalion Chiefs Brandon Vargas, Rob Thurston and Scott Coulson, and Karen McPeters (recorder).

**Public Commentary:** There was public commentary by a volunteer firefighter regarding demobilization from a wildland fire. The individual was provided with the department grievance policy.

**EXECUTIVE**

**Radio Upgrades:** County upgrade to radio system has been completed as of May 6th. The new system is working as expected. The new Sno 911 building move is scheduled for this month. One open house was yesterday and the next one is next Tuesday at 2:00 PM if you would like to see the new dispatch facilities.

**Budget:** May’s budget target is 42%, we have 56% of revenues for the year and expenditures are at 41% as shown in financial report.

**Pre-Fire Season Planning:** DNR held its annual pre-fire season planning last month in Sedro Wooley. Several items were discussed, including DNR’s planned resources for this summer which has not been decreased with the exception of some mitigation projects. Expect some impacts in 2026 with possible reductions. Fire mobilization, air ops and communications were some of the topics featured.

DEM will host a pre-fire season discussion on May 28th at their Everett office with agencies.

**District Consolidation:** There has been discussion on consolidation of fire districts that possibly includes King 50, Sno. 5 and Sno 26. We are currently exploring options and fact finding regarding how best to work together. Expect rumors and opinions on the delicate subject as we move forward. I would ask that you contact one of the fire chiefs if you have questions. I believe it can be all summarized by saying that we need to do our due diligence in exploring how we can best serve our communities. Consolidation of agencies is one of those topics that deserve careful consideration. We have just begun looking into the various factors that need to be considered. I have a quick info sheet on all three agencies that provides a brief surface overview.

**Administrative Assistant:** I have had one of our volunteers work part time with Karen in the office to help her catch up on a few projects. One of my concerns is how much we depend on Karen to get all the administrative work completed and what if we had some down time with Karen. Much of what we do depends on this work that cannot be delayed very long. Karen reports that the part time help has been very helpful. I would like to get board approval to solicit a part-time position and develop a contractual agreement for this position.

**Liabilities Fund:** As previously approved, we have established the leave liability account. You will see it tonight in the budget revenue report. We have transferred $25,000 to start the account. We are not aware of anyone planning to leave in the next few years, but we have a goal of establishing an amount in the fund that will not affect the regular expense budget if an employee leaves and we need to cash out a substantial amount.

**OPERATIONS (Chief Walters)**

**Facilities**

**Station 53:** Work has begun again on the upstairs project at Station 53, the mudding and taping of the sheetrock is complete and we’re hoping to have the texture and priming done this week. The goal is to have the painting and flooring complete prior to the EMT/AEMT class.

**Station 54:** Walters and Capt. Tubbs have been working on building a new garden shed for Station 54 to house the lawn mowers and hand tools. The project was started by the fire academy students to learn building construction. We should have it completed in the next couple of weeks.

The apparatus guidelines and pickle ball court lines have been redone at Station 54 and bldg. “B” and they will be redone for bldg. “C” and stations 53 and 55. I want to give a shout out to Maddie Anderson who volunteered to take on this big job.

**AFG Grant:** No word yet on the micro grant submitted for four thermal imaging cameras.

**Apparatus**

**New Br-54:** The storage boxes and skid unit have been mounted on the new brush truck, and it was outfitted with most of the gear it needs.

It is scheduled to go up to Mount Vernon at the end of this week to get the striping and decals done. Br-54 is scheduled to get the lights and sirens installed in June.

**New B-54:** We are waiting on the canopy and deck storage system for the B-54.  It will be going to Mount Vernon this week along with BR-54 to get striping and decals. The lights will be installed after Br-54 gets back**.**

**EMS ( Chief Simmons / Chief Parrish)**

**Continuous Quality Improvement/Quality Assurance (CQI/QA:** All ongoing QA projects are caught up.

**EMS Training:**

Initial planning for EMT and AEMT are ongoing. This includes:

Relationships with our clinical sites have been secured and renewed for both EMT and AEMT students.

Defining Schedules

AEMT start is August 11

EMT start is August 18

Both classes finishing in early December

**SCEMS:** New organization is up and running, and the relationship with Dr. Forcade is going well.

**CPR Training:** Transitioned to new training site for CPR training.

**Stevens Pass:** Final shift of 24/25 season was April 12**.**

**Personnel:** No update

**April ALS coverage:** 95% (39 hours not covered out of 720 total hours).

**TRAINING / SUPPORT SERVICES (Chief Coulson / Chief Thurston)**

**Training:** Members completed our annual Wildland Refresher training and are ready for the 2025 fire season. Staff completed 794 hours of training in April for a total of 3039 for the year.

**Wildland/IMT:** We have applied for 2 new grants with Washington DNR. The first is the HB1168 Wildland PPE/Equipment grant, totaling over $20,000 for new line packs and wildland interface coats. The second is HB1168 grant for $100,000 to purchase a new F550 chassis and refurbish the old aluminum flatbed deck. This project would replace the 2007 gas F550 brush unit currently at Station 55.

We applied for a $100,000 oil spill equipment response grant. We asked to have some IMT equipment funded along with 10 sets of bunker gear, 200 gallons of foam and some foam equipment.

**Recruiting:** The academy has completed their initial Wildland Firefighting course along with several other current department members and 1 firefighter each from District 5 and District 50. The eight nonaffiliated recruits in the academy have been offered membership with our department. So far, 3 have indicated they wish to join. Graduation will be June 29th at the Startup Events Center.

**IT:** We have installed new station cameras at Stations 54 and 55. Station 53 cameras will be upgraded this week. We are able to see the new cameras online so they can be monitored remotely. They include a DVR to record video and can export if necessary.

**Secretary’s Report:** The annual report has been submitted for 2024.

Budget: Currently at 42%

Minutes: Molly moved to approve the April minutes. With a second from Kate, the motion passed unanimously.

Vouchers: Molly moved to approve vouchers 25-188 through 228 for $78,966.24 and 25-229 through 238 for $20,547.54. With a second from Pat, the motion passed unanimously.

Payroll: Molly moved to approve payroll in the amount of $180,521.25. With a second from Doug, the motion passed unanimously.

**New Business**

**Part-time Administrative Assistant:** Molly moved to authorize the chief to bring a proposal for a part time administrative position to the June meeting. With a second from Pat, the motion passed unanimously.

**Generator Grant:** The generator purchase and installation grant is out for bid and closes on the 26th at 1:00.

**Snure Seminar:** Jason attended a virtual training covering rules around employee wages. It was very informative.

**Old Business**

**Skyko 911 Project:** $1 million for this project has been included in the state budget. This will pay for about 1 mile of coverage. Doug met with a representative from Ziply, who will come back with a proposal to meet the legislative intent and extend currently planned fiber optic cable up to Skyko 2.

Next regular meeting is June 11, 2025. The public is welcome to attend.

Meeting adjourned at 8:20