**Business Meeting Minutes**

**December 11, 2024**

The meeting was called to order at 7:12 pm. Present were Commissioner Chair Molly Olson, Vice Commissioner Chair Pat Sample, and Commissioners Doug Rupp, Kate Hayes and Jason Lavinsky. Also present were Chief Eric Andrews, Asst Chief Ernie Walters, MSA Pete Parrish, Battalion Chiefs Brandon Vargas and Rob Thurston, and Karen McPeters (recorder).

**Public Commentary:** No public commentary

**EXECUTIVE**

**Mobilizations:** We have received much of our mobilization monies earlier than expected.

**Wa State Audit:** Karen has been working with the auditor this past several weeks. We should see that close out before the end of the year, with an exit conference planned for the January meeting.

**ESTA:** Ernie and Bill completed the work requested by the state department of transportation on highway abutment needs. Bill is working quickly on the building project.

**EMT Class:** Great job by DC Simmons and all the assisting instructors for this year’s EMT class. They held graduation this last Sunday, which was well attended by families and friends. I believe they started with 20 and ended with 20 which is very unusual. There was a lot of pride in the room from the students and families. It was tremendous to see the enthusiasm and the hard work that goes into having such a successful class.

**Physician Oversight:** We have partnered with Fire Dist 5 and Fire Dist 17 to share a delegate medical program physician. Dr. Brown has retired after serving us for the past 19 years. This is a new concept of having a shared physician that will have accountability to the fire district and to the county EMS physician.

**OPERATIONS (Chief Walters)**

**Facilities**

**Station 53 –** With the EMT class concluding this month, we will be able to work in the classroom area without disturbing the class. We will be finishing up the sheetrock repair, priming and painting the walls and then installing the flooring.

**Station 54 / Station 55:** We have moved one of the generators that we received from DNR last year close to the current generator at Station 54. We plan to swap out the generators in the next week or two.

The shop will be up to do maintenance on the new(ish) generator prior to us replacing the old generator.

**Grants:** The ultrasonic cleaner, from the excess funds from the exhaust system grant, has arrived and we are currently looking for a suitable location for it. The cleaner will allow us to clean equipment and reduce the exposure to our personnel. I have submitted the paperwork to FEMA for reimbursement for the ultrasonic cleaner.

The AFG grant period is currently open until Dec. 20th. We are looking at the high priority items that they fund, and will submit a grant for any items that we are in need of.

**Apparatus:**

**Engine 54:** E-54 is still down in Tacoma/Pacific being fixed. There has been a delay due to unavailability of parts. I’m hoping it will be completed by the end of the month.

**New Br-54:** The new Brush Truck is at Station 54, and we have been installing the front bumper winch and the push bumper. We will be placing the flat bed on the truck by the end of this week.

**New Medic Car:** The new Medic unit is now in service.

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

**Continuous Quality Improvement/Quality Assurance (CQI/QA)**

All ESO electronic health reports (EHRs) have been assigned to the QA team through November, Code Stat is caught up, and all Cardiac Arrest and Advanced Airways have been annotated.

**SCEMS-** There is a new delegate physician. Changes for 2025 include:

Protocol updates coming in January

New Protocol application coming in January

EMS Connect Coming in January with lots of training and opportunities

CAM changes in process

**EMT Class-** TheEMT class started with 20 students, and graduated 20. There are 7 NREMT testing vouchers available for local folks and department volunteers.

**CPR Training-** No update

**New equipment for 2025-** IV pump, Glidescope Go2 x2, and AEDs x3.

**Stevens Pass-** The first shifts were last weekend, 12/7 and 12/8. Everything went well.

**Personnel-** No update

November ALS coverage 97% (24 hours not covered out of 720 total hours).

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

**Training**

**Training:** Staff completed 757 hours of training in November for a total of 5540.5 hours

for the year. The second live fire training of the year took place. 22 personnel participated in the training along with several firefighters from King County Fire District 50.

**Recruiting:** The fire academy signups started December 1st. We currently have 11 people signed up. SRFR, Sultan and Getchell have all offered instructors. The academy will start March 4th.

Testing for new members will take place in January. Orientation for those members would take place in early February.

**Emergency Management/Disaster Response**

**UAS Program:** The new DJI M30T drone has cleared customs and arrived. BC Coulson completed approximately 5hrs of flight training in both daytime and nighttime flight operations. It is now in service as UAS54 with BC Coulson as the primary pilot.

**IT**

**Phones:** We are auditing our wireless lines to remove unnecessary connections. Several staff members have met with T-Mobile and we are exploring moving more of our lines to T-Mobile. They are partnering with Starlink to provide voice calling and limited data in areas that are not serviced by traditional 5G and LTE connections.

We are in the process of moving from Google to Microsoft. This move will allow us to have more options for products that we license to our members. This is expected to save us several thousand dollars a year for email and business productivity software.

**Secretary’s Report:** The WA State Auditor’s Office entrance conference was held, with Karen and Chief Andrews in attendance. The entrance conference printout has been handed out. Please look it over and let Karen or the chief know if you have any questions or concerns.

Both Molly and Jason participated in risk assessments with the auditor, and Jason sat in on the first working call with the auditor and is receiving the Teams invitations for all future working calls. If any other commissioners would like to sit in, the meetings are generally on Tuesday afternoons, and are virtual, so you can just log in and listen to the audit concerns and topics if interested. The exit conference can be held at our January meeting, or at a different time, depending on the availability of commissioners and the auditor.

The commissioners requested that the exit conference be held at the start of our January 8th meeting, if possible.

Budget: Currently at 99%

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

Vouchers: Molly moved to approve vouchers 24-523 through 559 for $155,328.71, vouchers 24-560 through 571 for $35,810.40 from the expense fund, and vouchers 20 and 21 for $2,875.72 and voucher 22 for $490.95 from the construction fund. With a second from Doug, the motion passed unanimously.

Payroll: Molly moved to approve payroll in the amount of $137,229.75. With a second from Pat, the motion passed unanimously.

Old Business: Doug requested funding be allocated for 4 months of lobbying and $1,000 per month for the 2025 legislative session to advocate for funding for the construction of one emergency communications tower at the Troublesome Creek location. Doug moved to approve the funding, and with a second from Pat, the motion passed unanimously.

Next regular meeting is January 8, 2025, to begin with exit conference with the auditor, followed by the regular business meeting. The public is welcome to attend.

Meeting adjourned at 8:13