**Business Meeting Minutes**

**July 9, 2025**

The meeting was called to order at 7:00 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 and Battalion Chiefs Rob Thurston, Brandon Vargas and Scott Coulson, and Karen McPeters (recorder).

**Public Commentary:** None.

**EXECUTIVE**

Other than a fatal car accident, the 4th of July weekend was relatively quiet with only a few very small fires.

The district responded to another drowning at Eagle Falls. While the water rescue personnel were able to recover the victim, the efforts to resuscitate him were unsuccessful. Local media has been doing stories on the high loss of life and we have changed the sign to add one more death to the count.

Attached is the proposed information for the hiring of a part-time administrative assistant.

Recruit graduation was held at the Startup Event Center last Sunday with 12 graduates. This is a culmination of many hours of work by staff and students. Special thanks to Josh Gjerness for his work as Drill Master for the past five months. There are many others that added to the success of this training also.

We have tentatively scheduled our attorney Brian Snure to come speak about consolidation options and answer any legal questions on the different processes for October 2nd at 7:00 PM. Location yet to be determined, I have asked District 5 if we could use their meeting room.

The county has sent out the new tax values for the school districts. This is normally the first notice by the assessor before they send out valuations by city and districts. The Sultan school district increased in value by 4.28% and the Index school district increased by 9.42% (Highest increase in the county). All this means to us currently is that we will get a 1% increase in our 2026 tax allocation. While I am not recommending a lid lift currently, it indicates the amount of increase (for this year) that could be seen if a lid lift was passed by the voters. The actual amount of increase would be calculated for all the previous years’ increase in value since the last lid lift.

**OPERATIONS (Chief Walters)**

**Station 53:** Work is continuing, slowly but surely. The priming of the walls should be done this week along with the prepping of the masonry walls.

**Station 54/55:** The generator bid process is complete and awarded to Farmers Electric out of Maltby. They will be starting the new power drop at Station 55 next week. The generators and other materials are on order and should arrive in 10-12 weeks.

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

**Apparatus:**

**New Br-54:** The brush truck should be back from Gardner Electronics by the end of this week. The last thing that needs to be done is the wiring of the pump to the truck's batteries.

**T-55:** T-55 has returned from Fire District #5. It was loaned to District #5 while their tender was being rehabbed. When it gets back from its annual maintenance, we will be working on getting T-53 repaired.

**Surplus Aid Unit:** I placed the surplus aid unit and Ferno power cot on the surplus website and had very little action on them. We were approached by Ruston Fire Department looking for an aid car to replace their aid car that was damaged beyond repair.

Their chief came up yesterday and inspected the unit. We decided to sell them the unit and power cot and they will pick it up on Friday.

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

Continuous Quality Improvement/Quality Assurance (CQI/QA)

**Ongoing projects:**

Transitioning to EMS One, and Code Stat 12, transition is on hold waiting to sync scheduled with our IT staff and that of Stryker.

Working with Dr. Forcade and our other partners to ensure HIPPA compliance with distance run review.

**EMS Training**

Initial EMT Class has been approved by DOH with 24 students

AEMT class is approved with 4 students

Scheduled an ESE course for EMT and AEMT course.

CPR Training

No Update

**Personnel:**

Actively recruiting paramedics

June ALS coverage 91% (65 hours not covered out of 720 total hours)

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

**Training:**

Zach Sytsma will be giving his final presentation in his probie book on the 13th. This is the last thing he needs to complete. Congratulations Zach! Staff completed 500 hours of training in May for a total of 3991 for the year.

The training division and operations division conducted Lieutenant testing for one candidate. The test consisted of a written test, inbox exercise, counseling session, Incident Command exercise, and an oral interview. The results were forwarded to Chief Andrews for review.

**Wildland/IMT:**

Br53 deployed to the Texas Ferry / Siegel Rd Fire near Spokane for 4 days. Br55 deployed to the Apple Acres Fire near Chelan for 5 days. In addition, two members deployed to the Pomas Fire in the Glacier Peak Wilderness with the NW 7 IMT and our two command trailers.

BC Coulson deployed to the Northwest Territories for a 2-week international assignment as part of the NW assistance compact.

**Recruiting/Staffing:**

The 12 members in the academy graduated on the 29th. 11 of 12 are already members or will be joining our department. The 12th has been hired as a career firefighter with SRFR

The SAFER grant has been completed and is under review. We expect to hear back in late August, early September time frame.

We will be having orientation for 12 new members on the 12th. We are holding testing for new residents on August 3rd.

Our current position count is as follows:

Admin – 8 Personnel, 1 Open Position (PT Admin Asst)

Career – 1 Personnel, 2 Open Positions

PT Operations – 17 Personnel, 14 Open Positions (This number will shrink when we add career staff, currently we have 3 entry level Firefighter positions open)

**PT Paramedics – 16 Personnel, 0 Open Positions**

**Volunteer Operations – 41 Volunteers, 0 Open Positions**

**IT:**

Cameras were installed at Station 53. Our IT contractor is working with Stryker to install a new version of Codestat, our QA software.

**Secretary’s Report:** Our mobe process is working well, with crews submitting documentation on OneDrive.

Budget: Currently at 50%

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

Vouchers: Molly moved to approve vouchers 25-283 through 317 for $165,105.64 and 25-318 through 328 for $14,709.54. With a second from Doug, the motion passed unanimously.

Payroll: Molly moved to approve payroll in the amount of $216,679.29. With a second from Doug, the motion passed unanimously.

**New Business**

Internal job posting for part-time administrative assistant reviewed and approved.

**Old Business**

**Skyko 911 Project:** The money remaining from the design/ feasibility study grant has been submitted for a change of scope. The legislature would have to approve the change to this grant. The Department of Commerce can change the scope of the funds in the current budget internally.

Regular meeting adjourned for 10 minutes for executive session at 19:38.

**Executive Session for the purpose of discussing employee qualifications for position 19:38 to 19:50.**

**Executive session extended by 10 minutes to 20:00.**

Regular meeting reconvened at 20:00.

**Action Item**

After a review of comparable districts, Jason moved to modify the chief’s contract effective July 1, 2025, raising his monthly pay from $4,333 to $7333.33. With a second from Molly, the motion was approved unanimously.

After discussion, the board determined that as the district is not required to make remote public participation available under the OPMA, remote public participation will no longer be available. All public participation must be in person going forward.

Next regular meeting is August 13, 2025. The public is welcome to attend.

Meeting adjourned at 8:20