

**BOARD OF FIRE COMMISSIONERS**  
**SNOHOMISH COUNTY FIRE DISTRICT NO. 15**  
**Regular Board Meeting Minutes**

Tulalip Administration Building 6406 Marine Dr. #162 Tulalip, WA 98271

**February 24, 2020**

**CALL TO ORDER** – Chairman Sherman called the regular meeting to order at 10:30a.m. Those in attendance were: Chairman Sherman, Commissioner Hudson, Chief Shaughnessy, Deputy Chief Reinhardt, Administrative Assistant Erin Bickford, Tribal Liaison Jenna Bowman, Consultant Scott Hamilton and Rob Toyer. Five Crew members were present. Commissioner Fryberg was excused due to personal business.

**FLAG SALUTE** – The flag salute was led by Captain Finley.

**AGENDA -**

*Commissioner Hudson moved to approve the agenda as presented. Chairman Sherman seconded; motion carried by unanimous vote.*

**CONSENT AGENDA –**

1. Minutes of January 27, 2020, Regular Meeting
2. Finances:
  - a. January payroll in the amount of \$149,515.67
  - b. Accounts Payable in the amount of \$61,844.52
  - c. Agency Deposits in the amount of \$32,343.20

*Commissioner Hudson moved to approve consent agenda as presented. Chairman Sherman seconded; motion carried by unanimous vote.*

**PUBLIC INPUT** – None

**UNFINISHED BUSINESS –**

- a) Office Space- Chief Shaughnessy and Deputy Chief Reinhardt are still working on leasing retail space for administrative offices in Quil Ceda Village. A discussion was held regarding the proposed portable office space for Station 60 administration. Because of the immediate need, it was determined that the Department will lease a building short term to allow planning time for a long term structure.
- b) SnoCo EMS- Snohomish County EMS would like TBFD to be their pass-through agency. Chief Shaughnessy has a meeting to discuss the contract and assured the Board that this will be a cost neutral partnership for the Department.
- c) Union Update- Chief Shaughnessy has created a new Memorandum of Understanding with updated language to present to the Union allowing the District to promote another Firefighter.

## NEW BUSINESS-

- a) Resolution 2020-03-Meeting Reschedule-  
*Commissioner Hudson moved to approve Resolution 2020-03 Meeting Reschedule, changing the regularly scheduled meeting from February 17, 2020 to February 24, 2020. Chairman Sherman seconded; motion carried by unanimous vote.*
- b) Resolution 2020-04-2020 Sharepoint Access-  
*Commissioner Hudson moved to approve Resolution 2020-04 Sharepoint Access, allowing Accountant Rob Toyer access to Sharepoint. Chairman Sherman seconded; motion carried by unanimous vote.*
- c) Resolution 2020-05 Authorized Signers-  
*Commissioner Hudson moved to approve Resolution 2020-05 Authorized Signers, updating the Departments authorized account signers to current staff. Chairman Sherman seconded; motion carried by unanimous vote.*
- d) Resolution 2020-06 Participation in PERS-  
*Commissioner Hudson moved to approve Resolution 2020-06 Participation in PERS, allowing eligible employees to join PERS. Chairman Sherman seconded; motion carried by unanimous vote.*
- e) Resolution 2020-07 Auditing Officer-  
*Commissioner Hudson moved to approve Resolution 2020-07 Auditing Officer, updating the Departments Auditing Officers to current staff. Chairman Sherman seconded; motion carried by unanimous vote.*
- f) Resolution 2020-08 Participation in PERS(2)-  
*Commissioner Hudson moved to approve Resolution 2020-08 Participation in PERS, allowing eligible employees to join PERS. Chairman Sherman seconded; motion carried by unanimous vote.*
- g) Cultural Training- Tribal Liaison Jenna Bowman will conducting mandatory cultural training classes at The Hibulb for Tbfd and Marysville Fire.
- h) Marysville RFA Board Request – Marysville Regional Fire Authority would like to schedule a joint Board meeting in May. Chairman Sherman will speak to the other Commissioners to get a meeting scheduled.
- i) Financial Services Agreement – Chief Shaughnessy informed the Board that the District will be entering into a Financial Services Agreement with accountant Rob Toyer replacing the current contract with North County Fire.

**GOOD OF THE ORDER-** Chairman Sherman thanked the Tbfd Crew for their work on the recently passed EMS Levy.

**EXECUTIVE SESSION** – None

**ANNOUNCEMENTS** – Next Commissioner meeting is Monday, March 16th, 2020, 10:30 a.m. at the Tulalip Administration Building 6406 Marine Dr. #264 Tulalip, WA 98271

**ADJOURNMENT** - There being no further business, the meeting was adjourned at 11:09 a.m.

Respectfully Submitted,

Erin Bickford  
Administrative Assistant/Board Secretary