

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

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

**October 28, 2019**

**CALL TO ORDER** – Chairman Sherman called the regular meeting to order at 10:31a.m. Those in attendance were: Chairman Sherman, Commissioner Hudson, Chief Shaughnessy, Deputy Chief Reinhardt and Administrative Assistant Erin Bickford. Commissioner Fryberg was excused due to personal business. Four Crew members were present.

**FLAG SALUTE** – The flag salute was led by Erin Bickford

**AGENDA -**

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

**CONSENT AGENDA –**

1. Minutes of September 16, 2019, Regular Meeting
2. Finances:
  - a. September payroll in the amount of \$128,454.17
  - b. Accounts Payable in the amount of \$166,061.95
  - c. Agency Deposits in the amount of \$97,645.85

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

**PUBLIC INPUT** – None.

**UNFINISHED BUSINESS**

- a) Quil Ceda Village Update- Chief Shaughnessy gave an update on the progress regarding Quil Ceda Village. The process is continuing to move forward.
- b) Fire Marshal Position- Chairman Sherman would like to volunteer as Fire Marshal for Snohomish County Fire District 15. Because Commissioner Fryberg was not present, no decision was made and the topic was tabled.
- c) Captain/Paramedic Position- An applicant from Marysville Fire was offered the position of Captain/Paramedic to which he declined. Chief Shaughnessy has several other interested candidates who are lined up to interview. The process to fill the position is ongoing.

**NEW BUSINESS-**

- a) Resolution 2019-12 Meeting Reschedule-  
*Commissioner Hudson moved to approve Resolution 2019-11 Meeting Reschedule. Chairman Sherman seconded; motion carried by unanimous vote.*
- b) Resolution 2019-13 Vehicle Surplus-

*Commissioner Hudson moved to approve Resolution 2019-13 Vehicle Surplus. Chairman Sherman seconded; motion carried by unanimous vote.*

- c) Resolution 2019-14 Staff Car Purchase-  
*Chairman Sherman moved to approve Resolution 2019-14 Staff Car Purchase. Commissioner Hudson seconded; motion carried by unanimous vote.*
- d) Temporary Building- Chief Shaughnessy informed the Board that staff and crew are outgrowing Station 60 and that it would be beneficial to have Deputy Chief Reinhardt's office with the rest of the Administrative staff rather than at the Tulalip Health Clinic. Chief Shaughnessy suggested a temporary building at Station 60 for the Admin. Staff and reworking the interior of the Station to add more crew quarters and a meeting space. Chairman Sherman is going to look into some options and the topic will be revisited.
- e) Audit- Chief Shaughnessy gave a breakdown of the final audit exit interview. Chairman Sherman congratulated everyone on the good outcome of the audit and the State Auditor's Stewardship Award that was presented to the District. Chief Shaughnessy thanked Captain Smith for all of his hard work regarding the audit.
- f) Medic School- A discussion was held regarding the CWU Medic program. Chief Shaughnessy and Deputy Chief Reinhardt are still working on the logistics for backfilling shifts for those who attend. Chief Shaughnessy proposed to the Board that the District fund the program on a repayment schedule to create less of a financial hardship on part-time crew members that may attend. The Board would like Chief Shaughnessy to submit a proposal.

**EXECUTIVE SESSION** – The Board recessed and went into Executive Session at 11:17 a.m. to review the performance of a public employee per RCW 42.30.110(g). It was expected to last 15 minutes. At 11:32 a.m. the Board emerged from Executive Session and returned to regular session.

**ANNOUNCEMENTS** – Next Commissioner meeting is Monday, November 18<sup>th</sup>, 2019, 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 11:37 a.m.

Respectfully Submitted,

Erin Bickford  
Administrative Assistant/Board Secretary