

**BOARD OF FIRE COMMISSIONERS
SNOHOMISH COUNTY FIRE DISTRICT NO. 15**

**Regular Board Meeting Minutes
7812 Waterworks Rd. Tulalip, WA 98271
December 15, 2020**

CALL TO ORDER – Chairman Sherman called the regular meeting to order via conference call at 4:30 p.m. Those in attendance were: Chairman Sherman, Commissioner Hudson, Chief Shaughnessy, Deputy Chief Reinhardt, Administrative Assistant Erin Bickford, and Board Secretary Rachel Hughes. Crew from Station 60 were also present. Commissioner Fryberg was excused due to personal business.

FLAG SALUTE – No flag present.

AGENDA -

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

CONSENT AGENDA –

1. Minutes of November 11, 2020, Regular Meeting
2. Finances:
 - a. November payroll in the amount of \$199,076.19
 - b. Accounts Payable in the amount of \$61,939.20
 - c. Agency Deposits in the amount of \$434,790.81

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

PUBLIC INPUT – None

UNFINISHED BUSINESS –

- a) COVID-19 Update- Deputy Chief Reinhardt gave a brief update on COVID-19. Providence hospital will be the main distribution point for the COVID-19 vaccine and the first vaccine pod for tier one employees should be set up in Arlington by the end of the month. Deputy Chief Reinhardt is working with the Tulalip Health System to help in vaccinating its staff when the vaccine becomes available. Commissioner Sherman thanked Deputy Chief Reinhardt on stepping up to help the Tulalip Health System with vaccinations.
- b) Car Covers- Chairman Sherman advised that he has found multiple businesses to purchase car covers if necessary.
- c) RFA with Everett Fire and SCFD4- Chief Shaughnessy advised the Board that a decision needs to be made if the District would like to continue further talks with Everett Fire and SCFD4 about the possibility of forming a RFA. The Chief would need approval from the Board, Administration Staff, and the union. Chief Shaughnessy will speak with the union and draft up a letter for the Board to sign at January's meeting. Commissioner Hudson will attend the meeting with the union.
- d) COVID Unit Staffing Agreement- Chief Shaughnessy would like the Board to start thinking about the 2022 staffing and funding agreement with the Tribes.

- e) Full-time Firefighter Testing- A discussion was held about the current status of the firefighter testing process. Chief Shaughnessy advised that conditional job offers would likely be given the following day. The Board and Chief Shaughnessy decided to hire Firefighter Chavez plus two additional firefighters.

Commissioner Hudson moved to approve the hiring of Firefighter Chavez plus two additional firefighters. Commissioner Hudson seconded; motion carried by unanimous vote.

- f) 2020 Amended Budget- The Board reviewed the 2020 amended budget as presented. Chief Shaughnessy advised that more was spent than budgeted in 2020 due to COVID-19 and all of the unforeseen costs associated with it. However, Chief Shaughnessy advised that there was adequate funding to cover the deficit. Funds came from GEMT, ACH, and the COVID unit funding from the Tribe.
- g) 2021 Budget Review- A discussion was held about the 2021 budget. A balanced budget was presented to the Board. The Board reviewed and approved the budget as presented. Commissioner Sherman thanked the command staff for their hard work and dedication towards the 2021 budget.

NEW BUSINESS -

- a) Letter from Local 3219- A letter from local 3219 was presented to the Board. Firefighter Dineen spoke on behalf of the union who indicated concern of firefighters being overworked and asked the Board to consider hiring three additional firefighters as opposed to two which would help with the overtime situation. Chairman Sherman appreciated the feedback from the staff.
- b) Resolution 2020-21- 2021 Budget Resolution-
Chairman Sherman moved to approve Resolution 2020-21- 2021 Budget Resolution adopting the balanced 2021 budget as presented. Commissioner Hudson seconded; motion carried by unanimous vote.
- c) Resolution 2020-22- 2020 Amended Budget-
Chairman Sherman moved to approve Resolution 2020-22- 2020 Budget Amendment adopting the amended 2020 budget as presented. Commissioner Hudson seconded; motion carried by unanimous vote.
- d) Resolution 2020-23- December Meeting Change-
Chairman Sherman moved to approve Resolution 2020-23- December Meeting Date Change moving the 4:30pm December 14, 2020 Board of Commissioner's meeting to 4:30pm December 15, 2020. Commissioner Hudson seconded; motion carried by unanimous vote.
- e) Resolution 2020-24- COVID Sick Leave-
Chairman Sherman moved to approve Resolution 2020-24- COVID Sick Leave which grants all part time paid employees an additional 40 hours of paid sick leave for absences related to COVID-19 type symptoms. Commissioner Hudson seconded; motion carried by unanimous vote.
- f) Brush 60 Replacement- A discussion was held about the need to replace Brush 60. Chief Shaughnessy asked the Board to approve a change in the 2021 budget from \$90,000 to \$120,000 for a replacement Brush unit. The additional funds would go towards the purchase of a Dodge 5500 for \$61,221.11 from the local dealership that holds the State bid and all necessary equipment.
Chairman Sherman moved to approve the additional funds needed towards the replacement of Brush 60. Commissioner Hudson seconded; motion carried by unanimous vote.
- g) Appointment of 2021 Board Chairman and Vice Chairman-
Commissioner Hudson moved to nominate Commissioner Sherman as Chairman. Commissioner Sherman seconded; motion carried by unanimous vote.

Chairman Sherman moved to nominate Commissioner Hudson as Vice Chairman. Commissioner Hudson seconded; motion carried by unanimous vote.

EXECUTIVE SESSION – The Board recessed and went into Executive Session at 5:20 p.m. to review the performance of a public employee per RCW 42.30.110(g). It was expected to last 15 minutes. At 5:35 p.m. the Board emerged from Executive Session and returned to regular session.

ANNOUNCEMENTS –

- a) Next Commissioner meeting is scheduled for January 11, 2021 at 4:30 p.m. via video conference at Blujeans.com meeting ID# 3389248566.

ADJOURNMENT - There being no further business, the meeting was adjourned at 5:36 p.m.

Respectfully Submitted,

Rachel Hughes
Board Secretary