

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

**Regular Board Meeting Minutes**

7812 Waterworks Rd. Tulalip, WA 98271

**February 9, 2021**

**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. Attorney Rich Davis and crew from Station 60 were also present. Commissioner Fryberg was unexcused.

**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 January 11, 2021, Regular Meeting
2. Finances:
  - a. January payroll in the amount of \$212,251.31
  - b. Accounts Payable in the amount of \$59,163.88
  - c. Agency Deposits in the amount of \$269,215.65

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

**PUBLIC INPUT** – None

**NEW BUSINESS** –

- a) Rich Davis Q&A- Chief Shaughnessy moved Attorney Rich Davis to the top of the agenda for time purposes. Rich Davis spoke to the Board about forming an RFA and contracting for services from outside agencies. Rich Davis answered questions from the Board. After Rich Davis spoke, the meeting continued as presented on the agenda.

**UNFINISHED BUSINESS** -

- a) COVID-19 Update- Deputy Chief Reinhardt gave an update on COVID-19. Cases on the Tulalip Reservation and in Snohomish County are declining. Deputy Chief Reinhardt has completed training to do COVID antibody testing. There are currently four mass vaccination sites within Snohomish County. The Boom City vaccination site is being delayed due to limited supply of vaccines as well as limited staffing. As of February 22, the TBFD BLS crews will no longer be stationed in the administration building and will return to the fire station.
- b) RFA with Everett Fire and SCFD4- Chief Shaughnessy met with Karen Reed the consultant for the City of Everett regarding the RFA. The planning group which will include TBFD Commissioners, Everett City Council, and SCFD4 Commissioners, and will start to hold meetings shortly.

There will be 5 planning meetings that will be held every 2 weeks. The schedule should be released shortly.

**NEW BUSINESS CONTINUED –**

- b) Resolution 2021-02- February Meeting Date Change-

*Chairman Sherman moved to approve Resolution 2021-02- February Meeting Date Change moving the 4:30pm February 8, 2021 Board of Commissioner’s meeting to 4:30pm February 9, 2021. Commissioner Hudson seconded; motion carried by unanimous vote.*

- c) Part-time Sick Leave- Chief Shaughnessy asked the Board to consider offering sick leave accrual for part-time firefighters outside of the COVID sick leave.

*Chairman Sherman moved to approve sick leave accrual for part-time firefighters not to exceed 10 hours per month. Commissioner Hudson seconded; motion carried by unanimous vote.*

- d) COVID Vaccine Incentive- A discussion was held about possibly giving an incentive to employees who have received the COVID vaccine. The Board agreed that the District would not offer the incentive.
- e) Deputy Chief and Executive Assistant Contracts- Chief Shaughnessy asked the Board to allow the District to enter into employee contracts with Deputy Chief Jim Reinhardt and Administrative Assistant Erin Bickford.

*Chairman Sherman moved to approve the District entering into employee contracts with Deputy Chief Jim Reinhardt and Administrative Assistant Erin Bickford. Commissioner Hudson seconded; motion carried by unanimous vote.*

- f) Snohomish County Training Academy- Captain Finley advised the Board that the three new recruits would be starting the Snohomish County Training Academy February 22 and would be in the South County cohort. The scheduled graduation for the recruits is May 4. The District will backfill with part-time employees. Chairman Sherman is proud to have TBFD be a part of this academy.
- g) Vehicle Maintenance- Chief Shaughnessy advised that he will be hiring Firefighter Jake Schorzman to do some of the vehicle maintenance for the District that is within his scope of abilities outside of his regular firefighter hours. Chief Shaughnessy would eventually like to get Firefighter Schorzman certified as an Emergency Vehicle Mechanic.

**GOOD OF THE ORDER –** Chief Shaughnessy thanked the TBFD captains for taking on additional duties while the Chiefs have been out of the station due to COVID.

**EXECUTIVE SESSION –** None

**ANNOUNCEMENTS –**

- a) Next Commissioner meeting is scheduled for March 8, 2021 at 4:30 p.m. via video conference at [Blu-jeans.com](https://blu-jeans.com) meeting ID# 3389248566.

**ADJOURNMENT -** There being no further business, the meeting was adjourned at 5:17 p.m.

Respectfully Submitted,

Rachel Hughes  
Board Secretary