

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

Regular Board Meeting Minutes
7812 Waterworks Rd. Tulalip, WA 98271
September 26, 2023

CALL TO ORDER – Chairman Sherman called the regular meeting to order at 10:31 a.m. Those in attendance were: Chairman Sherman, Commissioner Hudson, Chief Shaughnessy, Assistant Chief White, Executive Assistant Erin Bickford, and Finance Director Jasmine Perez. Crew were present. Commissioner Fryberg was unexcused.

FLAG SALUTE – Flag salute led by Jasmine Perez.

AGENDA –

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

CONSENT AGENDA –

1. Minutes of August 24, 2023, Regular Meeting
2. Finances:
 - a. August Payroll in the amount of \$299,918.81
 - b. Accounts Payable in the amount of \$99,283.50
 - c. Agency Deposits in the amount of \$406,994.51

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

PUBLIC INPUT – None.

CHIEFS REPORT– Chief Shaughnessy gave a quick update. August and September have been busy months for the District, but other than that, things are status quo.

UNFINISHED BUSINESS –

a) Quil Ceda Village –

1. Contract- Chief Shaughnessy advised that the contract was signed yesterday. The new pumper is ready. The medic unit has a delivery date of 12/31 with an in service date of 2/1/24. Chief Shaughnessy advised that his goal is to hire as many positions from within the Department to reward those employees that have remained throughout all of the change. There will be a testing process.

Chairman Sherman moved to approve the contract for services in Quil Ceda Village. Commissioner Hudson seconded; motion carried by unanimous vote.

2. Purchasing Authority-

Chairman Sherman moved to allow the District to enter into purchasing agreements under \$100,000. Commissioner Hudson seconded; motion carried by unanimous vote.

- b) OFP Update- Chairman Sherman advised that TBFD will be doing their own fire investigations.

NEW BUSINESS –

- a) Resolution 2023-08 September Meeting Date Change-
Commissioner Hudson moved to approve Resolution 2023-08- September Meeting Date Change moving the 10:30 a.m. September 12, 2023 Board of Commissioner’s meeting to 10:30 a.m. September 26, 2023. Chairman Sherman seconded; motion carried by unanimous vote.
- b) Professional Services Agreement/Medicare-
Chairman Sherman moved to authorize Chief Shaughnessy to enter into a service agreement with PCG for the Medicare audit. Commission Hudson seconded; motion carried by unanimous vote.

EXECUTIVE SESSION – The Board recessed and went into Executive Session at 10:47 a.m. to review the performance of a public employee per RCW 42.301.110(g). It was expected to last 10 minutes. At 10:57 a.m. the Board emerged from Executive Session and returned to Regular Session.

ANNOUNCEMENTS –

- a) The next Commissioner meeting is rescheduled for October 18, 2023 at 10:30 a.m.

ADJOURNMENT - There being no further business, the meeting was adjourned at 11:00 a.m.

Minutes Via Erin Bickford
Respectfully Submitted,

Rachel Hughes
Board Secretary