**Business Meeting Minutes April 10, 2024**

The meeting was called to order at 7:02 pm. Present were Commissioner Chair Molly Olson, Vice Commissioner Chair Pat Sample and Commissioners Kate Hayes, Jason Lavinsky and Doug Rupp. Also present were Chief Eric Andrews, Asst Chief Ernie Walters, MSAs Joe Simmons and Pete Parrish, and Battalion Chiefs Rob Thurston, Scott Coulson and Brandon Vargas, and Karen McPeters (recorder).

**Public Commentary:** No public commentary

**EXECUTIVE**

**Community Wildfire Plan:** Meetings continue monthly for the county wide plan. We are working on a temporary solution for our district plan that expires this year. The county plan is not planned to be completed until 2025.

**NW DNR:** DNRis hosting a pre fire season planning meeting next week in Sedro Wooley.  This is the first time DNR is holding this meeting, which is planned to be held annually before fire season in the future.

**Training Center Construction:** Most of the civil work is completed, and Jarrod and Bill Tubbs are meeting with the architect to modify building plans for a future bathroom and small kitchen area. While we may not complete these immediately, we need to make sure the building has plumbing and needed items for the inclusion of these areas in the plans.

**ARPA Grant:** The county has given us the invoicing information for reimbursement of training grounds projects which are underway.  We will be turning in reimbursements for current work up to the $500,000 awarded.

**Staff Planning Retreat –** We have scheduled a planning retreat this June, to establish 2025 goals and budget priorities.  This year BC Thurston is going to introduce some long-range planning objectives.  The retreat is planned for 1.5 days.

**OPERATIONS (Chief Walters)**

**Station 53 –** Work is still progressing on the kitchen and training room.

**Station 54:** Still working on getting a committee together to redesign the kitchen and dayroom at station 54.

**Resident house:** We are just about done finalizing the install of the  broken shower enclosure in the resident house

**Station Generators:** We received the estimates for the install of the generators that we received from DNR and they are extremely expensive.  I am still gathering information on the generators if they are able to be used at the stations.

**AFG Grant:** The installation of the exhaust system has started and should be done by next week.

**EMS ( Chief Simmons / Chief Parrish)**

* **Continuous Quality Improvement/Quality Assurance (CQI/QA)**
	+ All ESO electronic health reports (EHRs) have been assigned to the QA team through March
	+ Code Stat is caught up, and all Cardiac Arrest and Advanced Airways have been annotated.
* **Continuing EMS Education**
	+ I had a medic meeting in person in Snohomish to discuss expectations and the direction of the medic program.
* **SCEMS**
	+ The 2024 protocol update is out and being delivered
	+ The training was developed for the providers as several changes to our practice and operation exist.
	+ I have been appointed as vice chair, first seat.
	+ Shane attended a community health conference to bring awareness to our community health needs.
* **EMT Class**
	+ With the challenges of last year's clinical requirements and the students' requirement of proof of vaccination status, planning for EMT class this year will need to begin much earlier.
* **CPR Training**
	+ 23 students trained
* **King County Medic One Grant**
	+ Applied for the equipment grant, waiting to see if we get awarded.
* Remain in the process of upgrading to Handtevy version 2
* **Personnel**
	+ Actively recruiting additional paramedics
	+ Dakoda Fenter resigned
* **Stevens Pass/Vail**
	+ Nothing new
* March ALS coverage 95%(39.25 hours not covered out of 744 total hours)

**TRAINING / SUPPORT SERVICES (Chief Coulson / Chief Thurston)**

**Training**

We conducted live fire training for our firefighting staff on March 17th. We integrated the training with the recruit academy, which helped comradery with our firefighters andreduced the cost of putting on separate live fire days.

**Fire Academy Continues.** We have 11 students currently enrolled, down from 13 last month. 1 student resigned, 1 student was dropped due to poor performance. Students will be completing Wildland Firefighter Training next weekend at the training center.

**Emergency Management / Disaster Response**

**IMT:**Scott Coulson (Incident Commander Trainee), Carsen Smith (Logistics Section Chief Trainee), Katelyn Roeder (Resource Unit Leader Trainee) all attended the 4 Day All Hazards IMT Symposium in New Jersey representing HLS1 IMT. Training was well presented by IMT professionals from around the country including FDNY IMT. BC Coulson met with members of the FDNY IMT and explored opportunities for us to work together in the future PNW Wildland Fire season.

The Gray communications Trailer got a window installed in the door and CV53 is at the shop getting windows installed at this time. BC Thurston met with Kaleb, our IT guy, and has a plan in place to install the Starlink and network system into CV53.

**DNR Inter-Agency Agreement:** BC Coulson has been working with David Way, Assistant Wildfire Division Manager with DNR on renewing the IAA with them for the command trailers. Proposed rate will follow the 2024 Wage and Equipment Rates at:

CV53 - Type 2 ICP Trailer $950 per day

CV54 - Type 3 ICP Trailer $700 per day

COMS54 - Type 4 ICP/Coms trailer $400 per day.

This doesn’t include tow vehicle reimbursement of $1.22/mile or wages for the operator.

**Personnel / Recruiting**

Errett Turner is back working as a volunteer FF/EMT from his LOA, and he plans to complete his driver book. We are looking at scaling back hiring to only 2 times a year, bringing all members on as volunteers first before giving the option of applying as part time Firefighter/EMT.

**IT**

Kaleb came and fixed several networking issues at the station including the Verizon EFEMTO at Station 54 which broadcasts Verizon signal indoors.

Secretary’s Report

Some computer issues have been resolved but Kaleb is still trying to figure out why scanning is not working to the secretary’s workstation.

Budget

Currently at 31%.

Minutes: Pat moved to approve the March minutes. With a second from Kate, the motion passed unanimously.

Vouchers: Pat moved to approve vouchers 24-157 through 205 for $132,884.95, and voucher 24-8 from the Construction Fund for $1,540. With a second from Molly, the motion passed unanimously.

Payroll: Pat moved to approve payroll in the amount of $147,805.65. With a second from Kate, the motion passed unanimously.

Old Business: Paine Field retracted their offer to buy the surplus brush truck due to the cost of repairs needed to get it running again. We are bringing it back and taking off equipment we can use on the new replacement brush truck.

Discussion Items: The county is establishing a new program to use a community paramedic for distributing buprenorphine for treatment of drug addiction. This program is still in its infancy but might be a good model for the future.

Katie Reed has been working on developing a peer support group to help personnel after difficult calls. Currently there are 12 members who are willing to attend training, along with some personnel from Sultan FD. FF Reed is trying to get initial training scheduled in June, with additional training planned for the future.

Next regular meeting May 8, 2024

Meeting adjourned at 7:41.