**Business Meeting Minutes June 12, 2024**

The meeting was called to order at 7:06 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, MSA Joe Simmons, Battalion Chiefs Brandon Vargas, Scott Coulson and Rob Thurston, and Karen McPeters (recorder).

**Public Commentary:** No public commentary

**EXECUTIVE**

**Community Wildfire Plan:** County DEM has received a $250,000 grant to complete the county wide CWPP. This is very good for our county and the fire district.

**Staff Retreat –** The staff held our annual retreat this last Saturday and Sunday. We discussed current needs and challenges for each division. We also did a Strengths Weaknesses Opportunities Threats analysis on each division and then we discussed goals for 2025 which should help us plan the 2025 budget. Of course, we will not know the exact revenue resources until early November.

**Training Center Construction:** The site work is complete and we are working with the architect on planning for plumbing needs in the future.

**King County EMS:** King County EMS asked us to testify at this month's levy planning meeting regarding our needs for their next EMS 6-year levy. I have included the documents we presented to them earlier today in Seattle.

**OPERATIONS (Chief Walters)**

**Station 53** – Starting working on the repair of the kitchen and classroom areas. We have been dealing with a leaking issue with the mini split units. I have removed the units from the wall and had to tear out the sheetrock, insulation and some of the flooring due to water damage.

I have contacted the HVAC company and they will be coming out to give us an estimate to replace the units.

The plan is to have the kitchen and classroom completed by the time the EMT class starts.

**Resident house:** We are just about done with the installation of the shower enclosure in the resident house.

**Station Generators:** We have gotten a request for more information for the generator grant and have sent in the response, we are hoping to hear in the next month or two if we got the grant.

**Rescue 54:** Kenworth came up and finalized the measurements for the repair to R-54 and will order the materials and equipment they need. The repair should be completed by the end of next month.

**New Br-54:** The new chassis has been ordered along with all associated equipment (lights, sirens, storage boxes, push bumper, winch, skid unit). Some of the equipment has arrived and is stored in building “C” at station 54. The chassis should be started in July and be delivered at the end of July or early August.

**New Aid Car:** The new aid car is still scheduled for delivery in late October.

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

**King County EMS:** KC EMS will run their levy in 2025 for 2026-2032. Chiefs Andrews and Simmons went to Seattle to testify regardingour partnership to provide ALS coverage to District 50.

**Continuous Quality Improvement/Quality Assurance (CQI/QA)**

All ESO electronic health reports (EHRs) have been assigned to the QA team through April

Code Stat is caught up, and all Cardiac Arrest and Advanced Airways have been annotated.

**SCEMS**

Protocol updates for 2025 are ongoing.

**King County EMS Equipment Grant**

Last month we applied to have funded two portable capnography devices. According to their website, we were funded for this project, so we are waiting to hear notification.

**EMT Class**

So far 7 students have signed up for EMT class, and planning is in progress.

**CPR Training**

We have successfully upgraded to Handtevy 2.0

Integrated SCEMS protocols

Updated meds and doses to match most recent SCEMS protocols

Annual maintenance for all Physio products completed (AEDs, LPs, and LUCAS)

**Personnel**

Paramedic Travis Zimmerman will take his SCEMS protocol test before the end of June as part of his PIP into Snohomish County

Still actively recruiting

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

**Training:**

Fire academy finished. 11 recruits graduated. Of the 11, 2 will report to Fire District 5, and 8 will join us. Congratulations to the recruits and thank you to the drillmasters and instructors for all their hard work and dedication.

Staff completed 753 hours of training in May for a total of 3311 hours for the year.

**Recruiting:**

Current Personnel Count

Paid Staff 45 (0 openings)

Volunteers 44

Part Time Probationary Employee Status

Phase 1 - 3 members

Phase 2 - 0 members

Phase 3 - 0 members

Volunteer Probationary Employee Status

Phase 1 - 17 Members

Phase 2 - 1 Members

Phase 3 - 0 Members

Four of our members have been offered full-time positions with other departments. Tyler Knudson, Melissa McLennan and Krystal Moulton have accepted positions with South County Fire. Temesgen Zegergis has accepted a position with Puget Sound Fire. They will be leaving us at various points this summer. 4 more of our members have been selected for Chief’s interviews with other departments and we expect to lose them soon. Congratulations to them all.

9 new members will have orientation on the 22nd. Two of them will be enrolled in our EMT school this fall. The rest will start their probation process after orientation.

**Wildland Team:**

There are 18 members with packs inspected, ready to go.

Secretary’s Report: No report.

Budget

Currently at 46%.

Minutes: Molly moved to approve the May minutes. With a second from Doug, the motion passed unanimously.

Vouchers: Molly moved to approve vouchers 24-250 through 290 for $91,440.89, and vouchers 24-291 through 301 for $186,513.33 and voucher 11 from the Construction Fund for $1,497.99. With a second from Pat, the motion passed unanimously.

Payroll: Molly moved to approve payroll in the amount of $136,096.29. With a second from Pat, the motion passed unanimously.

Old Business

Skyko 911 project: A drone was brought in by the contractor to check the Starlink signal at the proposed tower sites. The camera on the drone wasn’t working properly due to the lack of internet access. It’s unclear what the process will be for testing Starlink access now since the drone didn’t work. The initial test site to trial the equipment was at Commissioner Rupp’s house, and the chief consulted our attorney regarding any possible conflict of interest. The attorney advised that any benefit of less than $3000 in value is not considered a conflict of interest. Commissioner Rupp reported the attorney’s opinion to the board and stated that the benefit he received is negligible.

Next regular meeting July 10, 2024

Meeting adjourned at 7:47