

BOARD OF FIRE COMMISSIONERS RETREAT 03-09-2009
CONTINUATION OF FIRE COMMISSIONERS BOARD MEETING OF 02-26-09

The agenda for this meeting was as follows:

1. Call meeting to order
2. Performance Objectives Review
3. Discussion of Bothell Annexation
4. Round table Discussion
5. 2009 Economic Budget/Staffing Adjustments Roundtable discussion
6. Any other business to come before the Board
7. Adjournment

Commissioner Waugh called the meeting to order at 0830 hrs. Present were all five commissioners, Chief Eastman and his staff, CFO Tabor, Lt. Troy Smith, Union President and Bob Corner, member of the public.

Performance Objectives Review

Chief Wirtz gave a presentation reference the Performance Objectives Review. Each member present was given a booklet containing the Performance Measures and Target Outcomes. Chief Wirtz also gave a power point presentation of the Performance Measures and Targets. Chief Wirtz spoke to the goals met from 2006 through 2008. For the most part he stated that the District has had upward movement in most categories. There has been some downward movement in some categories. He stated that the downward movement is sometimes caused by the emphasis in other target areas. He stated that overall the Department has improved across the board. The staff stated that one of the main concerns is the area of pre-incident planning. He stated that overall the staff liked this program as a planning tool.

Commissioner Waugh stated that the Performance Measures and Target Outcomes could coincide with the yearly evaluations of staff members.

Bothell Annexation

Chief Eastman referred to the information packet provided by the City of Bothell. The information referring to fire service is based on mutual aid from District 7 and District 1. Chief Eastman stated that both labor unions were going to start a door-to-door campaign to convince people to vote against the annexation. CFO Tabor presented the board with a hand-out showing possible lost revenues by Fire District 7, if the annexation was approved. Chief Eastman then suggested that the District then invoke jurisdiction by letter to the Boundary Review Board.

Motion

Commissioner Andrew moved to have Chief Eastman write a letter to the BRB invoking jurisdiction in the Bothell annexation. Motion seconded and passed unanimously.

Roundtable Discussion

Chief Rick Rauma reported the following:

- Kevin Ryan retired, Training Division now has CBT training
- Position to be filled by Captain, 3 letters submitted, test May 19, 2009
- New medical doctor advisor Dr. "D" has established a one year training plan
- No plans to buy medic units

- Purchase new stair chair
- Electronic tablets for EMS, RFP, looking to May to select vendor, Jeremy Yoder, rep., check on grant money

Chief Bill Wirtz reported the following:

- Wellness task force incorporating some of the areas, have trained 4 physical fitness instructors for program
- Employee assistance program initiated March 1, 2009
- Safety committee works to keep employees safe and injury free, work force getting older, educate employees on lifting techniques and helping to reduce injuries
- Update operational procedures
- 120 member hazmat, zone 11, 4 drills per year
- Taking courses on safety investigation management

Chief Ralph Provozano reported the following:

- Trained 2 more SCBA techs
- 560 people trained in CPR and First Aid
- Replacing 2 people on the rescue tech team
- County pushing to purchase equipment on a group purchase, no new budget money
- Walkner fund \$10,000, \$6,000 for honor guard, \$2,000 for EMS, \$2,000 for Fast-Splints

Chief Janet Jaeger reported the following:

- Second set of Bunker gear, purchase postponed due to budget
- Field Operations Center set up 1 time in staff meeting, working on minor changes
- Disaster Supplies, need more MRE's due to increase in number of personnel
- PPE tracking going well
- Safety question about helmets not true

CFO Tabor reported the following:

- Still behind in tax revenue to year-to-date
- 16.6% of the budget spent to date – on target
- Budget work group next quarter with Commissioners
- Board to receive quarterly financial updates
- February revenues behind approximately \$17,000

Chief Eastman reported the following:

- Succession plan report to the last Leadership meeting
- Board needs to do follow-up to succession plan recommendations
- Training center, Group 4 doing study on property, Woodinville & Lynnwood to pay
- County looking at road into property from the East
- Mill Creek City Council wants presentation reference last Joint Board meeting
- Talks with Woodinville and Bothell reference Fire Authority, consolidation? Board agreed

Chief Mark Toyson reported the following:

- Maintenance is going well at all stations
- Station 73 parking lot lights shielded due to neighbor complaint
- Station 75 repaired drainage
- Audit year for asset inventory
- PUD grants for sensors and auto lighting
- Attending a class on Leadership from National Fire Academy

Chief Gary Meek reported the following:

- Attended Leadership Seminar
- 2008 spent on personnel matters, 24 hires, lost 5
- Hired Autumn Waite, PIO position – Doing very well. Starting Sno-Cty Public Edu. Assoc.
- Sno County Fire Prevention Officer's Association becoming more active

Chief Craig Clinton reported the following:

- Fire District 7 academy for new hires, huge benefit
- Working on better documentation of training, Sooner-Learn System
- RFP for training center due back March 23, 2009
- Mentoring programs – Mentioned in Succession plan
- Four officers in Leadership courses through National Fire Academy
- ICS 700 training- Commissioners

Lt Troy Smith reported the following:

- Budget staffing, Chief gave short summary of where and how the report came from
- Union trading equaled \$15,000 saved in overtime as of March 9, 2009
- Change in debit days to cut down on overtime – report to be given at each Board meeting
- 5 people “down” does not equal new positions
- Union understands that new staffing level could last until end of economic down turn

2009 Economic Budget/Staffing Adjustments

Chief Eastman referred the Board to the information packet titled 2009 Economic Budget/Staffing Adjustments. Chief Eastman stated this was a product of the work between the staff and the union. This collaboration is a result of the signing of MOU's, and at the direction of the Board at the 2-26-2009 Board meeting.

Commissioner Doherty expressed a concern that the conservation items and other items did not belong in an addendum to the Collective Bargaining Agreement (CBA). He also expressed concern that the addendum allowed the Union to dictate how the money would be spent for the training center. Lt. Troy Smith explained that the CBA was the only binding document that the Labor group has with the District. He stated that if the Labor group was going to give up CBA rights to save the District money then the labor group had to have some assurances that the District would keep up their half of the agreement, that the only way that could be achieved was through an addendum (MOU) to the CBA. Commissioner Doherty also expressed concern that this addendum would be turned into a past practice. Lt. Smith stated that he guaranteed it would not be a past practice and would sign a document to that affect.

After a lengthy discussion it was decided to continue the discussion at the March 12th Board meeting.

It was further agreed upon by the Board, the staff, and labor that on page 10 changes would be made to the suggestions. It was agreed that the residence program would be suspended for now, that the volunteer program would remain, and that both the volunteers and chaplains would be paid on a response only basis.

Good of the Order

- Next retreat scheduled for October 19, 2009
- Board to meet with consultant Sue Mackey March 17, 2009 at noon

Adjournment

Commissioner Waugh adjourned the retreat meeting at 1500 hrs.

Respectfully submitted,

Gregg Knapp, Commissioner
Secretary of the Board