

**Snohomish County Fire District 7
8010 180th Street SE
Snohomish, WA 98296**

**Summary Minutes of the Regular Board Meeting
July 28, 2011**

Commissioner Knapp called the meeting of the Board of Fire Commissioners to order at 0800 hours. Commissioners Knapp, Doherty, Waugh, and Hausmann were present. Commissioner Andrew was excused.

Public Comment: N/A

Union Comment: N/A

Minutes:

The summary minutes of the July 14, 2011 Regular Board Meeting was submitted for approval.

MOTION: Commissioner Hausmann moved to approve the summary minutes of July 14, 2011 with amendments. The motion was seconded and passed.

Secretary's Report

Correspondence

The WA Boundary Review Board's report for the City of Bothell Annexation Proposal was referenced.

Financial Report:

The July 31, 2011 regular pay was submitted in the amount of \$519,449.02

MOTION: Commissioner Doherty moved for the approval of the payroll as presented. The motion was seconded and passed.

Vouchers #764-11 through #812-11 in the amount of \$94,324.25 as submitted for approval.

MOTION: Commissioner Hausmann moved for the approval of the vouchers as presented. The motion was seconded and passed.

Chief's Report:

Chief Meek reviewed his report: We have finalized the agreement with Systems Design. The District received an MOU from the union extending the contract for one more year, and the staff met with the City of Mill Creek to present the counter proposal and we are awaiting response. The bad debt write off for transport billing was discussed.

Transport Billing Office's - Bad debt write-off of \$37,365.16

MOTION: Commissioner Waugh moved for the approval of the bad debt write-off as presented. The motion was seconded and passed. Commissioner Doherty opposed.

Commissioner Doherty asked if there will be bad debt write off even with Systems Design, and Chief Meek said the only way we can avoid it is to send it to collections. Commissioner Knapp suggested that Chief Meek look into collections with Systems Design. Commissioner Waugh stated that we wouldn't

put our residents to collections, so we are only looking at the nonresident amount which is \$7000. He estimated that collections would only collect 10% of it. Commissioner Waugh added that it is not worth the bad pr to collect a marginal collection. Commissioner Doherty disagreed.

Action Items:

Resolution to surplus 1983 Westates

Sno-Isle Tech would like to acquire our surplus apparatus for training purposes.

Resolution 2011-8 – Declaring the 1983 Westates Pumper Surplus

MOTION: Commissioner Hausmann moved to accept the resolution 2011-8 as presented. The motion was seconded and passed.

Donate the Surplus Apparatus to the Sno-Isle Tech

MOTION: Commissioner Waugh moved to accept the donation of the surplus apparatus to Sno-Isle Tech as presented. The motion was seconded and passed.

Commissioner Doherty suggested that we add a disclaimer in the letter to Sno-Isle Tech that the apparatus should not be used for fire suppression.

Discussion Items:

Strategic Plan: N/A

Assistance to Board on Working Together: N/A

Training Center ILA - More information after the attorneys have discussed the ILA

Post Retirement Medical (contract) - Work in Progress

Committee to Develop Savings through Early Retirement – Meeting after the regular board meeting

Board Policy on M.O.U.'s

Commissioner Knapp updated Commissioner Waugh about the last board meeting discussion regarding M.O.U.s. He suggested we have a written policy regarding M.O.U.s. The board members were in agreement. Chief Meek agreed to write a draft policy and email it to the commissioners for review.

Labor Negotiations

Chief Meek presented the board with an M.O.U. and President Peters said that another document will be given to the board regarding pay raises. Commissioner Doherty asked what happened last year when we didn't give raises. Chief Meek answered that an M.O.U. waived of pay raises. Commissioner Waugh and Doherty discussed the merits of asking the attorney about this change. Commissioner Knapp suggested that the union draft an M.O.U. with all of the new information on it, so the board can decide if they will extend it for one year or go into negotiations. Commissioner Waugh wants to know the monetary ramifications for both scenarios.

Old Business:

Brightwater Fire & EMS Agreement: Work in Progress

Billing Office: Updated during the Fire Chief's report

Committee Reports:

Joint Fire Board: TBA

SNOPAC meeting has been scheduled for 9/15/2011

Risk Management meeting has been scheduled for 8/23/2011

Joint Shop meeting has been scheduled for 7/26/2011

Training Center meeting has been scheduled for 8/9/2011

Regional Fire Authority (see www.rfa-planning.org)

Labor Management has been scheduled for 8/16/2011

Executive Session: N/A

Good of the Order:

Commissioner Knapp, Chief Meek, union President Peters, and Union Vice President Michael McConnell met with Fire District 1's Commissioner Chan, Union President Hamilton and Chief Widdis. Commissioner Chan had requested Bothell's co-manning contract to get an idea of how it would look. Fire District 1 will discuss this further with the board and their union. We will have another meeting on 8/24/2011.

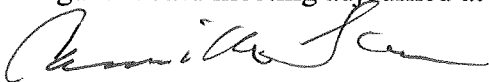
Commissioner Hausmann brought up the browning out of station 5 for a week, and he asked if we were going to upstaff the volunteers. Volunteer lieutenant Keenan commented that they are staffing every night and sometimes they have enough for both the engine and the aid car.

Chief Andrews discussed the apparatus. It was recommended that was instead of acquiring 4 new units as originally budgeted; we purchase 2 and remount 2 of the chassis. It will reduce the cost substantially. He informed the board that he and Chief Dorsey are working on that. It will be on the agenda at the next board meeting.

Commissioner Doherty commended Chief Meek for showing good leadership, conducting the meetings, and doing an excellent job.

Adjournment:

The regular board meeting adjourned at 0923 hours.



Camille Tabor - Secretary of the Board