

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

**Summary Minutes of the Regular Board Meeting
January 12, 2012**

Commissioner Knapp called the meeting of the Board of Fire Commissioners to order at 0800 hours. Commissioners Doherty, Waugh, Willner, Knapp and Fay were present.

Union Comment:

Union President Peters commented on behalf of members of Local 2781 to show support and welcome the new board. He hopes to work well with them.

Minutes:

The summary minutes of the December 22, 2011 Regular Board Meeting was submitted for approval.

MOTION: Commissioner Doherty moved to approve the summary minutes of December 22, 2011. The motion was seconded and passed.

Bi-annual Organization per policy 1-30

- Commissioner Knapp welcomed the newly elected commissioners
- The two new commissioners, Randy Fay and Shauna Willner were sworn in to office
- Commissioner Waugh nominated Commissioner Doherty / Commissioner Fay nominated Roy Waugh. Roy way declined the nomination.
- Commissioner Doherty was elected as the new chairman and assumed those duties for the remainder of the meeting.
- Commissioner Fay nominated Commissioner Waugh as vice chairman.
- Commissioner Waugh was elected as the new vice chairman of the Board of Commissioners.

Brief intermission – There was a welcome reception for the new Commissioners at 0815 hours, and the meeting resumed at 0825 hours.

Commissioner Doherty thanked Commissioner Knapp for his leadership during the tumultuous past year and he thanked the staff for their hard work.

Financial Report:

The January 15, 2012 regular pay was submitted in the amount of \$356,835.24

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

Vouchers #1-12 through #72-12 in the amount of \$272,885.79 submitted for approval.

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

Secretary's Report

Correspondence

- WFCOA – 2012 Legislative Report
- WFCOA – Legislative Day Registration – 1/25/2012
- WFCOA – Seminar for Newly Elected/Appointed and Experienced Commissioners – Campbell's Resort June 2nd 2012

Fire Chief's Report:

Chief Meek commented that the Joint Fire Board meeting with Mill Creek was positive and is expecting a counter proposal to the Districts offer.

The Brightwater representative contacted Chief Meek to set up a meeting so that she can be educated on District operations before the next Brightwater meeting. The Jan 17th meeting has been postponed.

Chief Meek requested that the board meeting be extended so Attorney Cogdill can be present for an executive session. This meeting will be extended to January 19th at 0900 hours to go into executive session.

Discussion Items:

Commissioner Doherty requested that a retreat be scheduled to discuss deployment, the RFA, and how we should address the public regarding these matters. A retreat was scheduled for 2/15/2012 at 0800 hours. The discussions items will include the RFA, consolidation and deployment, the Mill Creek contract, (6 year) financial forecast, District 7 strategic plan, review/ update of policy 1-30, and Community/Town hall meeting – state of the District.

As Chairman, Commissioner Doherty asked that the first part of the agenda, including the minutes, secretary's report and financial report, be included as a consent agenda in the future.

Commissioner Doherty and Chief Meek volunteered to accompany our new Commissioners for introductions at Fire District #1's next board meeting.

Committee assignments were discussed. Commissioner Doherty would like to have the commissioners rotate attendance at the Leadership meetings.

Strategic Plan: Commissioner Waugh suggested attending the strategic plan conference.

Training Center ILA: Commissioner Knapp will contact Woodinville Fire for status updates.

SNOPAC Notice for the RFA area: A letter will be sent to SNOPAC.

Brightwater Fire & EMS Agreement: (Claim Dispute deadline – October 5, 2011): N/A

RFA 101 Presentation (PIO Waite)

Public Information Officer Waite gave a presentation on the RFA for the benefit of the new board.

Committee Reports:

- Joint Fire Board: TBA

- SNOPAC: TBA
- Risk Management: TBA
- Joint Shop: TBA
- Training Center: TBA
- Regional Fire Authority (see www.rfa-planning.org)
- Labor Management: 1/17/2012 at 1300 hours
- Finance Committee: 1/19/2012 at 0730 hours

Resolution #2012-1 Resolution appointing commissioners to the RFA planning committee: Commissioner Willner, Commissioner Fay, and Commissioner Doherty with Commissioner Waugh as an alternate.

MOTION: Commissioner Knapp moved for the approval of Resolution 2012-1 as presented. The motion was seconded and passed.

Good of the Order:

Commissioner Knapp thanked Chief Meek, the staff and Union President Peters for all the help he received as a chairman.

Chief Meek commented about getting information for business cards, emails, and uniforms for the new commissioners.

Commissioner Fay thanked everyone and noted that the communication has been great.

Commissioner Willner said that it's a pleasure and honor to be here, and that she will work very hard.

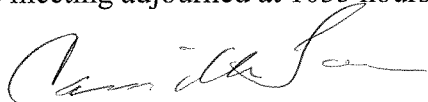
Continuation:

At 0930 hours, it was decided that the meeting would be continued at 0900 hours on January 19, 2012.

**Continuation of Summary Minutes of the Regular Board Meeting
January 19, 2012**

The continuation of the meeting began at 0900 hours, Mitch Cogdill, the District's Attorney was present. The Board went into executive session at 0900 hours under RCW 42.30.110 to discuss complaints against an employee. The executive session was expected to last 2 hours, the Board came out of executive session at 1035 hours, no action was taken.

The meeting adjourned at 1035 hours.



Camille Tabor - Secretary of the Board