

**Snohomish County Fire District 7
8010 180th Street S.E.
Snohomish, WA. 98296**

**Summary Minutes of the Regular Board Meeting
January 8, 2009**

Commissioner Waugh called the regular meeting of the Board of Fire Commissioners to order at 0803 hours. Commissioners Waugh, Doherty, Hausmann, and Knapp were present. Commissioner Andrew was excused.

Public Comment:

There was no public comment.

There was no Union comment.

Minutes:

The summary minutes of December 23, 2008 Regular Board Meeting were submitted for approval.

MOTION: Commissioner Doherty moved for approval of the summary minutes of December 23, 2008 as submitted. Motion was second and passed.
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Secretary Report:

Correspondence was accepted as submitted.

There was no business for the Board of Volunteer Firefighters.

Financial Report:

The January 15, 2009 regular pay was submitted for approval in the amount of \$348,420.00.

MOTION: Commissioner Hausmann moved for approval of the payroll as presented. Motion was second and passed.
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Chief Eastman explained that the amount was higher due to Annual Leave sellback.

Vouchers #001-09 - #057-09 in the amount of \$497,249.30 were submitted for approval.

MOTION: Commissioner Hausmann moved for approval of the vouchers as submitted. Motion was second and passed.

Action Items:

Chief Eastman presented information regarding the acceptance of Stations 73 and 75. It was noted that there was an overpayment on Station 73 of \$7, 108.04. CFO Camille Tabor recommended that the District not release the retainage on Station 73 until the overpayment was refunded to the District. Chief Eastman recommended that the District not accept Station 75 until all punch list items are complete.

MOTION: Commissioner Knapp moved for accepting Station 73 subject to the receipt of the overpayment on Station 73 in the amount of \$7108.04. Motion was second and passed.

Discussion Items:

The submitted QA program for the Medic Program was tabled until the next Regular Meeting so that the Board would have time to review the information that Chief Rauma handed out.

The Board reviewed Policy #2-16 regarding Public Disclosure. Chief Eastman stated that a request form would be added to the policy.

Old Business:

Commissioners Waugh and Knapp will set a date for the Training Center Committee.

The Management consultant will start in the beginning of 2009.

New Business:

A County Ordinance on Fire Safety was submitted for informational purposes. Chief informed the Board of the Districts position on the Ordinance and requested their help in addressing it.

Chief Meek introduced Autumn Waite, the District's new Public Educator/ Public Information Officer.

CFO Camille Tabor will be giving a class on Financial Statements on January 29, 2009. The class will start at 1300 hours and go until about 1700 hours.

Committee Reports:

Safety Committee: Will meet on 1/26/09. Minutes from the last meeting were included.

Joint Fire Board: No date was given.

Leadership Meeting: Will meet on 02/04/09. Commissioner Hausmann gave a recap of the items discussed at the 01/07/09 meeting. The main topics were snow related issues and what is currently happening with the Training Center.

SNOPAC: Will meet on 1/15/09.

Risk Management: Will meet on 04/28/09.

Joint Shop: Will meet on 1/26/09.

Wellness Committee: Met on 1/2/09. Commissioner Waugh reported that a proposal for an EAP is forthcoming.

Executive Session:

The Board went into Executive Session at 0855 hours, to discuss a Staff Contract Pay-scale with a stated return time in 10 minutes. The Board came out of Executive Session at 0905 hours and returned to Executive session, to further discuss a Staff Contract Pay-scale with a stated return time of 0915 hours.

The Board came out of Executive Session at 0915 hours and returned to Executive session, to further discuss a Staff Contract Pay-scale with a stated return time of 0940 hours. The Board returned to Open Session at 0940 hours.

The Board returned to Open Session and no action was taken.

Adjournment:

The regular board meeting was adjourned at 0945 hours.

Respectfully Submitted,

Gregg Knapp, Commissioner
Secretary of the Board