

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

**Summary Minutes of the Regular Board Meeting  
April 23, 2009**

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

*Public Comment:* There was no public comment.

*Union Comment:*

Lieutenant Smith stated there has been an overtime savings of \$46,922 up to date. He also identified five debit days in May, and projects June, July, and August to have higher numbers. He briefly spoke about the PERC petition where the battalion chiefs of Fire District # 7 would like to join a separate bargaining unit.

He met with Woodinville Fire to discuss the pre-annexation agreements. This issue will be further discussed in Yakima's education seminar next week; in attendance will include King County, and South Snohomish County. The second meeting will be between Fire District # 7 and Woodinville Fire for the possible merge into one local. Commissioner Andrew asked about the difference of the contracts and how that would be dealt with. Lieutenant Smith said that the contract is currently very different and over time it will become similar and ultimately merge into one. It may take up to 3 months to decide if this is the direction they want to follow, and also in conjunction of the board's decision as well.

Bothell also contacted Lieutenant Smith regarding the annexation and the goal is to convince them to sign on because the desired result is to have one large Snohomish County Fire District.

*Minutes:*

The summary minutes of the April 9, 2009 Regular Board Meeting were submitted for approval.

MOTION: Commissioner Doherty moved to approve the summary minutes of April 9, 2009 as submitted. The motion was seconded and passed.
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*Secretary's Report:*

Correspondence - The Public Employment Relations Commission sent us a notice of case filing issued and we will be notified when a hearing is scheduled. This petition has been posted on all seven fire stations' bulletin board. Commissioner Doherty asked regarding the PERC notice, if the board can ask the Battalion Chief's why they decided to do this. Lieutenant Smith

answered, yes the board can ask in a public meeting. It was concluded that if the board does ask they will not retaliate in any way from the answers they hear. Thus the objective would only be to gather information.

There was no business for Board of Volunteer Firefighters.

***Financial Report:***

The April 30, 2009 regular pay was submitted in the amount of \$503,468.08.

<p><b>MOTION:</b> Commissioner Hausmann moved for the approval of the payroll as presented. The motion was seconded and passed.</p>
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Vouchers #416-09 through 464-09 in the amount of \$176,724.27 were submitted for approval.

<p><b>MOTION:</b> Commissioner Knapp moved for the approval of the vouchers as presented. The motion was seconded and passed.</p>
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Commissioner Andrew had a question about voucher #428-09 to DiMartino and what it was for. Chief Eastman explained it was for the Disability Insurance.

Commissioner Andrew also asked about the computer monitor purchased for Chief Eastman's office. Chief Eastman stated that it hooks up to the computer system, and it is easier for staff meetings as the conference room is often occupied. Also in the case of a disaster - up to date news correspondence for information would be beneficial.

***Action Items: None.***

***Fire Chief Report:***

Commissioner Waugh inquired why Medic 72 had no transports from the March Statistical Report. Chief Rauma stated that AID 72 makes most of the transports.

Chief Eastman brought to attention the public hearing with the Boundary Review Board regarding the Bothell annexation will take place on Thursday, 5/28/2009 at 18:00. Also, there will be a presentation to the Mill Creek City Council on Tuesday, 5/12/2009 at 18:00 regarding the EMS Levy and staffing proposal.

***Discussion Items:***

Commissioner Waugh discussed the budget and updates regarding the paperless MIR computer systems. The budget committee has previously met and concluded the \$42,000 that was originally budgeted for Lifepac will be changed to reflect expenses for the Paperless MIR computer systems.

***Old Business:***

Commissioner Waugh asked about the training facility, and Chief Eastman said they are signing with the owner on 4/25/2009 and funds are transferred to Chicago Title for the signing on Monday 4/27/2009, and it will close on Tuesday, 4/28/2009. Commissioner Hausmann asked about the access off of Echo Lake Rd and because he was absent at the last board meeting, Chief Eastman recapped the status that road issue should not be a problem according to Group Four and the County's Fire Marshall.

Chief Clinton stated that six proposals are to be reviewed, and by the first week of June all interested parties will meet.

Chief Eastman discussed the House bill 5808 for Fire Protection Districts – and his meeting with the Bothell Fire Chief. It seems the City of Bothell is waiting for the result of the Boundary Review Board hearing before making any decisions.

Chief Eastman briefly discussed this month's Utility Log, and Commissioner Hausmann commented on the water significantly going up for Station 71. Chief Eastman said it was due to training being done on the new tender.

Commissioner Waugh inquired about Transport Billing's write offs and what denotes a reversal. Chief Financial Officer Tabor explains that insurance companies may be tardy in paying the bill, and a reversal will take place when it is paid; this is especially in the case of car accidents where it can take a few years to process. She explained the process of collections and the run number system and is keeping track of the bills on a spreadsheet so the payments and credits are reconciling.

The board gave commendation to Rachel Hukill for working hard in the billing office, as well as the rest of the office staff for the good work they have done.

***New Business:***

A discussion ensued about billing patients and the misinformed public regarding transport billing fees. Commissioner Waugh received a call from a citizen who was billed for a transport, and it was determined that there is a need to better inform our citizens. The medic should not be subjected to making a decision and explain about transport fees. Chief Eastman stated that a pamphlet would be made to pass out to patients being transported.

**Recessed at 0905 hours, resumed meeting at 0915 hours.**

Chief Eastman spoke about the bidding for grounds maintenance since it is expiring 7/31/09.

The Board asked the committee representatives to ask the group for a new bid for Risk Management Insurance.

### ***Committee Reports:***

The Safety Committee meeting is scheduled for April 27, 2009.

Joint Fire Board: Date to be announced.

Leadership Committee meeting is scheduled for May 6, 2009.

SNOPAC retreat is scheduled for April 30, 2009.

Risk Management meeting is scheduled for April 28, 2009.

Joint Shop meeting is scheduled for April 28, 2009.

Training Committee: Date to be announced.

### ***Work Session:***

A discussion ensued regarding the issue on MOU'S, and Commissioner Doherty believed we had a policy in place that the board discusses MOU's in a public meeting. It was revealed that there is no policy. Commissioner Hausmann stated he did not agree that all MOU's needed to be in a board meeting. Chief Eastman inquired if even when the MOU's had no financial impact and it is a management issue would the Board want to be involved with it.

Commissioner Doherty feels any change to the union contract is a change of policy and the board should be aware of it. In conclusion the Board directed Chief Eastman to draft a policy regarding MOU's.

An issue was brought up regarding - if a member of the Board, also have the position of being the Secretary of the Board. Commissioner Hausmann feels there are many issues to discuss at a board meeting and would like someone outside of the Board do the minutes so there is no divided attention. Commissioner Knapp explains he will continue signing legal documents as a Secretary of the Board and leave the responsibility of taking the minutes for a recording secretary. Chief Financial Officer Tabor added that it would be a conflict of interest if someone who did payroll and accounts payable also were in charge of signing the voucher and payroll approvals. It was decided to have a recording secretary and to remove the responsibility from a board member. Commissioner Waugh suggested that every year there could be a rotation in board members to change positions; by doing this every board member would have a chance to perform a different administrative role. The Secretary of the Board will remain a commissioner to sign legal documents, but the details of this issue will be discussed at a later time.

Chief Eastman stated that a conversation is lengthy to have for election decisions. It was decided that a discussion could be made after the County Assessment of Properties be concluded, which will be in the summer.

Commissioner Hausmann asked about the hospital levy and Chief Eastman answered that the last he heard they were going to lift the levy of the hospital. Due to the fact that the overall tax cap has not been met it would not impact our district.

*Adjournment:*

The regular meeting was adjourned at 1027 hours.

Respectfully Submitted,

Gregg Knapp, Commissioner  
Secretary of the Board