

SNOHOMISH COUNTY FIRE PROTECTION DIST. 22  
BOARD OF DIRECTORS MEETING  
June 5, 2017

Commissioner Taylor called the meeting to order at 10:02 a.m.

**The following were in attendance:**

Commissioners:

\_\_\_\_\_  
Tim Bailey  
Chris Greig  
Paul Taylor

Staff Members:

\_\_\_\_\_  
Travis Hots, Fire Chief  
Ron Selia, Assistant Fire Chief  
Deidre Korte, Board Secretary

Chief Hots led the flag salute.

***PUBLIC HEARING / AUDIENCE PARTICIPATION***

- NONE

***Consent Agenda***

- A. Approval of the Minutes of May 16, 2017 regular meeting
- B. Approval of the Minutes of May 31, 2017 special meeting
- C. Approval of Accounts Payable
  - i. Expense Fund - \$ 4,858.84

**Motion** was made by Bailey, second by Greig to approve the Consent Agenda Items A and C.

**Motion carried (3-0).**

**Motion** was made by Bailey, second by Greig to approve the Consent Agenda Item B.

**Motion carried (2-0).**

**Communications:** All Communications were provided in the board packet.

***Committee Reports***

**Purchasing Committee:** Nothing new to report.

**Board of Trustees:** Approval and a signature are presented for a Board of Volunteer. The voucher is for medical services for an injured firefighter. Chairperson Taylor reviewed the two vouchers and signed them.

## ***Fire Chief Report***

**Operations Report:** We have responded to 675 alarms to date. At this time last year there were 712 calls to date.

**State Mobilization:** There was a recent state mobilization deployment the district was sent on. This was one of the earliest state mobilizations. The event lasted three days. The district sent a Type 6 engine and a Strike Team Leader.

**GRIT:** The orientation went well, there were a few no shows. We are at twelve students.

**Phone System:** The new phone system is operational.

## ***Current Business***

**New Building/Fire Station:** Chief Selia is working on setting up a tour.

**Policies and Procedures:** The changes have been corrected and distributed to the board members to review. The discussion will continue at the next meeting.

**Annual Report Review:** There was a copy of the annual report in the board packets for review. There were no additional comments.

**Opening of the Septic System Upgrade Bids:** There was only one bid received. The bid was from Bravo Enterprises in the amount of \$ 39,625.00. After some discussion regarding the total cost bid price the board decides to not accept the bid. Due to the fact there is no supporting documentation of the details of the cost and the amount budgeted for the project.

**Motion** was made by Bailey, second by Greig to not accept the bid received from Bravo Enterprises on the septic system upgrade.

**Motion carried (3-0).**

## ***Call on the Board Members***

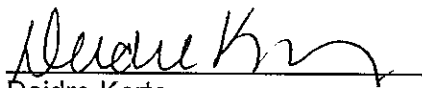
- Greig commented that our district was well represented in Chelan for the WFCA Conference and thanked all for attending.

## ***Adjournment***

**Motion** was made by Greig, second by Bailey to adjourn from the regular meeting.

**Motion carried (3-0).**

With no further action required, the Board adjourned at 10:32 a.m.



Deidre Korte  
Board Secretary

6-19-17

Date approved

*Dm*

SNOHOMISH COUNTY FIRE PROTECTION DIST. 22  
BOARD OF DIRECTORS MEETING  
June 19, 2017

***CALL TO ORDER / FLAG SALUTE***

Chairperson Taylor called the meeting to order at 10:03 a.m.  
a.m.

**The following were in attendance:**

Commissioners:

Tim Bailey  
Chris Greig  
Paul Taylor

Staff Members:

Travis Hots, Fire Chief  
Deidre Korte, Board Secretary

***PUBLIC HEARING / AUDIENCE PARTICIPATION***

***CONSENT AGENDA***

- A. Approval of the June 5, 2017 regular meeting minutes
- B. Approval of June claims
  - i. Expense Fund- \$ 50,234.72
  - ii. Approval of June payroll \$ 41,793.98 (Excluding Benefits)
- C. Accept financial reports for month ending May 31, 2017.

**Motion** was made by Greig, second by Bailey to approve the Consent Agenda.

**Motion carried (3-0).**

***INFORMATION ITEMS***

**Communications:** All communications were in the board packet including the financial reports, meeting calendar and a letter of resignation.

***Committee Reports***

**Purchasing Committee:** There is nothing new to report from the purchasing committee.

**Board of Trustees:** There are two invoice vouchers for the Board of Volunteer Firefighters that need to be approved and signed by the Board of Trustees Chairperson. The vouchers are for the ongoing medical treatment for an injured firefighter.

## ***Fire Chief Report***

**Operations Report:** We have responded to 736 alarms to date. There were 259 of the 736 that were cancelled in route.

**Pancake Breakfast:** The pancake breakfast was a success.

**Getchell Recruits in Training (GRIT):** This is the second full week of academy.

**County Mutual Aid Plan:** There has been a revision to the plan and this will be presented to the board once it has been completed.

**Ice Caves:** Last Saturday, there was a training exercise involving multiple agencies at the ice caves. Chief Hots and a few Getchell Captains participated in the drill. Chief Hots served as Incident Commander for the drill.

**GRIT Academy:** Chief Hots suggests that in the future of the GRIT Academy the board consider making modifications to the program. The program has a good success rate compared to other organizations of our size. Currently, there are twelve recruits. One possibility is to create incentives for completion of the program including the yearlong volunteer commitment. Many smaller districts are faced with issues retaining part time paid firefighters and volunteers. Chief Hots suggests to the board we continue to have an ongoing discussion and keep this topic of staffing on the agenda.

## ***Current Business***

**New Building/Fire Station:** Nothing new to report at this time.

**Policies and Procedures:** The manual has been reviewed by all board members.

**Motion** was made Bailey, second by Greig to adopt the Policy and Procedure Manual for Snohomish County Fire District 22 as written.

**Motion carried (3-0).**

**Septic System Repair:** A representative from Bravo Enterprises was to be present to explain his previous bid but he is not present at the meeting today. Chief Hots suggests to the board that the district go out to bid for a second time for the septic system for 14 days.

**Motion** was made Bailey, second by Greig to go out to bid for the Septic System Repair for 14 days.

**Motion carried (3-0).**

**Call on the Board Members**

- Nothing.

**Adjournment**

Motion was made Bailey, second by Greig to adjourn from the regular meeting.

Motion carried (3-0).

With no further action required, the Board adjourned at 11:13 a.m.

  
\_\_\_\_\_  
Deidre Korte/ Board Secretary

7-3-17  
\_\_\_\_\_  
Date approved