



*Snohomish County Fire District 21*  
*www.FireDistrict21.com*  
*12131- 228<sup>th</sup> St. NE, Arlington, WA 98223*  
*Fire Station: (360) 435-3311*  
*Fax: (360) 403-7191*

The Board of Commissioners Workshop was held at 6:30pm on Thursday, April 24, 2014 at the Arlington Heights Fire Station, 12131 228<sup>th</sup> Street NE Arlington, WA 98223.

**Commissioner's in Attendance:** Jim Strago Chairman, Dan Britton and Eric Nordstrom

**Additional Attendees Included:** Chief Travis Hots, Assistant Chief Braden Bates, District Secretary & Finance Officer Wendy Britton, Drew Bono, and Rob White

**Meeting Called to Order:**

The meeting was called to order at 6:30pm by Chairman Jim Strago.

**Consent Agenda Items:**

- **Meeting Minutes** – Approval of meeting minutes.

**Unfinished Business:**

- **Architect Agreement** – Discussion regarding suspension of agreement. Commissioner Nordstrom will contact Rice Fergus Miller and provide update accordingly.
- **Computers/Tablets** – Tablets are ready for deployment. Commissioners will follow up with Drew.
- **Spring Retreat** – Decision made to reschedule for July 11-13, 2014. Wendy will make necessary arrangements.

**Draft Agenda Items**

- Day-time staffing
- Uniforms
- EMS/Fire Contracts
- Levy Lid Lift
- Strategic Plan Update
- Capital Facilities and Apparatus Replacement plans
- Consolidation
- Contract Extensions
- Operating Budget
- Electronic Records Management System – New World Systems
- Volunteer Reimbursement for extended periods of time

### **New Business:**

- **Oso Mud Slide Reimbursement** – Chief Travis Hots and District Secretary Wendy Britton provided updates regarding status of reimbursement. Discussions regarding fundraising events and donations. Discussion pertaining to grief management. Chief Travis Hots provided update regarding EAP programs and availability. Chairman Strago provided update regarding programs available through VFIS.
- **BIAS Software** – Discussion regarding implementation of software. Decision made to proceed with implementation of BIAS financial software. Wendy will follow up and implement accordingly.
- **Camano Island Fire Chief** – Chief Travis Hots provided update regarding Camano Island Fire Chief's retirement.

### **Chiefs Report:**

- Letters and pictures for Neah Bay Fire Department, Makah Indian Tribe, and Soup Ladies
- Call review – MVC
- County Chief Updates
- Presidential Visit
- Helicopter Pilot Team Fundraising Banquet
- TE49
- Bump Gas Testing
- Hose Ladder Testing
- Sweatshirts
- EMS Council Agreement

### **Assistant Chiefs Report:**

- Station Organization
- Surplus List

### **Executive Sessions:**

Personnel Concern 8:20 - 8:30

Extension 8:30 – 8:45

### **Meeting Adjourned:** 8:49pm

The next Commissioners Workshop is scheduled for Thursday May 22, 2014 @ 6:30pm, at Station 49; 12131 228<sup>th</sup> Street NE Arlington, WA 98223.

**Recorder:** Wendy Britton, District Secretary & Finance Officer

Board of Commissioners Mission Statement  
Snohomish County Fire Protection District No. 21

*"We aspire to serve our community with professionalism, honesty and integrity by building a firm foundation that provides safety and security for all"*