



## 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 monthly meeting was held at 6:30 p.m. on Thursday, June 14, 2012, 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:** District Secretary & Finance Officer Wendy Britton, Chief Rick Isler, Assistant Chief Branden Bates, Drew Bono, John Jacobson, Ken McDannald, Jeff Edmonds, and Dave Hoover

**Meeting Called to Order:**

The meeting was called to order at 6:30 p.m. by Commissioner Jim Strago Chairman.

**Public Comment:**

- John Jacobson asked if the funds in the cash account included EMS for the City of Arlington. Chairman Jim Strago confirmed amount will be reviewed during Consent Agenda - Accounts Payable.

**Consent Agenda Items:**

- **Meeting Minutes** – Approval of the meeting minutes from May.
- **Consent Agenda** – Finance review and approval of Accounts Payable and Payroll. Discussion regarding funding for City of Arlington EMS & Fire.
- **Membership Business Meeting** – Decision made to attend Association Business Meetings on a quarterly basis. Next meeting is scheduled for July 10, 2012.
- **Protecting District Assets – VFIS** – Next meeting will be held in July.

**Old Business:**

- **Reader Board & Highway Signs** – Permits are in process and supplies have been purchased.
- **Information Systems** – Discussion regarding updated email addresses and shared folders. Wendy & Jim will follow up with Drew accordingly. Website is under construction. Discussion regarding need for IT Policies.
- **Storage Unit** – RFQ (Request for Qualifications) published in The Daily Herald June 7, 2012. Tours will be provided to interested parties in June.

- **Strategic Plan** – Eric will provide a copy of the final version for review and approval. Wendy will draft resolution accordingly.
- **Budget** – Discussion regarding need for additional monthly meeting. Decision made to increase monthly meetings to be held on the second and fourth Thursday.

**New Business:**

- No additional items

**District Secretary Reports:**

- Provided summary of District donations and note cards.

**Chief Reports:**

- **Accidents or Injuries** – U49 minor damage to bumper. No VFIS or BVFF claims.
- **Volunteer Firefighter Updates** – Discussion regarding live fire training at Indian ridge; next session will be held at 9am on June 24, 2012.
- **MRB** – No report.
- **Safety** – Next regularly scheduled meeting will include discussion regarding damage to U49.
- **Sign Project** – Sign project continues. Community is providing positive feedback, appreciation and recognition for services.
- **Fire and EMS** – Discussion regarding services within North County and Arlington.

**Executive Session:**

- 8:00 pm – 8:30 pm  
Employee Performance

**Cash TB Summary:**

- **Cash on hand** – \$528,932
- **Investment account** – \$442,586

**Approval of Monthly Payroll:**

- **Monthly Payroll Submitted** - \$ 10,208

**Approval of Current Monthly Bills:**

- **Bills Submitted** – \$ 262,077

**Warrant No.**

1708511 – 1708532

**Meeting Adjourned:** 8:30 pm

The next monthly Commissioner Meeting is scheduled for Thursday, June 28, 2012 @ 6:30 PM, at the Arlington Heights Fire Station, 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”*