



Snohomish County Fire District 21
www.FireDistrict21.com
12131- 228th St. NE, Arlington, WA 98223
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The Board of Commissioners Workshop was held at 6:30 p.m. on Wednesday October 26, 2016 at Station 49, 12131 228th Street NE Arlington, WA 98223.

Commissioners in Attendance: Chairman Jim Strago, Commissioner Dan Britton and Commissioner Eric Nordstrom.

Additional Attendees Included: Interim Chief Branden Bates, District Secretary Wendy Britton, Captain Rob White, Captain Drew Bono, Rick Isler, Brad Redding, Paul McIntyre, and Chad Schmidt.

Meeting Called to Order:

Meeting called to order at 6:30 p.m. by Chairman Strago.

Consent Agenda Items:

- **Agenda** - Approval of Agenda.
- **Meeting Minutes** – Approval of Meeting Minutes.

Unfinished Business:

- **NWIMT** – Interim Chief Bates provided an overview of NWIMT eight month pilot program, description of recommended duties, job description, and employment contract for District 21. Captain Bono provided overview of proposed expense to District. Chief Redding provided overview of NWIMT resource needs, program funding, office locations, equipment storage, and services.

Chairman Strago inquired about response and resources for recent event in Skagit County. Chief Redding provided overview of response and allocation of resources.

Discussion regarding shared time commitment between NWIMT and District. Chairman Strago advised further discussion required during next regularly scheduled meeting and prior to decision.

- **District Fire Chief** – Discussion regarding Interim Chief Bates desire to continue to serve through 2017 and payroll allocation for District Fire Chief position.

Commissioner Britton expressed desire to pursue options for District Fire Chief and need to employ District Fire Chief as well as Assistant Fire Chief.

Commissioner Nordstrom expressed desire to evaluate financial impact and need for full time vs. part time.

Commissioner Britton expressed desire to not wait another year, in the best interest of the District, and begin exploring options now with allocated funding that is still available.

Interim Chief Bates expressed desire to not work Monday through Friday or do paperwork that is required by District Fire Chief. However, feels it's in the best interest to continue serving at this time due to angry public.

Commissioner Nordstrom expressed desire to take it slow and doesn't feel there is a need to make a decision now.

Further discussions regarding Chief services, bringing back volunteers, internal vs. external candidates, etc. Chairman Strago expressed need to put something together. Decision made to discuss further during next regularly scheduled meeting.

Assistant Chief and District Secretary Employment Agreements –

Discussion regarding District Secretary Job Description and Employment Agreement. Decision made to review and discuss further during next regularly scheduled meeting.

Discussion regarding consistent format for Assistant Chief and District Secretary agreements. Decision made to review and discuss further during next regularly scheduled meeting.

- **Volunteers** – Discussion regarding former volunteers. Interim Chief Bates advised discussions held with previous volunteers and stated that one individual

is planning to return in the near future. Interim Chief Bates commented on the need for additional advertising i.e. Facebook and social media.

Commissioner Nordstrom requested report for Board of Commissioners to review regarding previous volunteers reason for leaving and potential desire to return; He commented on community members expressed desire to approach past volunteer to determine reason for leaving.

Interim Chief Bates advised that upon meeting with approximately 8-10 previous volunteers, the general consensus was lack of comradery; two took applications and none returned to date. He advised CPR training is required for all volunteers, and EMT & FF1 certifications are require for Duty Crew.

- **BLS Transports** – Interim Chief Bates provided overview of meeting with EMS Council and stated that Evergreen Speedway submitted required documentation to release transport license to District 21. Follow-up meeting scheduled for October 27, 2016.
- **Draft 2017 Budget** – Preliminary budget provided for review. Interim Chief Bates advised that he will continue meeting with Chief Haverfield to complete District budget. Decision made to review further during next regularly scheduled meeting.
- **Fire/Expense Levy Ordinance Resolution** – Decision made to approve during next regularly scheduled meeting.
- **EMS Levy Ordinance Resolution** – Decision made to approve during next regularly scheduled meeting.
- **Levy Certifications** – Decision made to approve during next regularly scheduled meeting.
- **2017 Chairman** – Decision made to appoint Commissioner Nordstrom as Chairman of the Board effective January, 2016.

- **Hovercraft** – Discussion regarding pending repairs. Interim Chief Bates advised Firefighter Jankowski discovered damaged fuel tank; Neoteric replacement cost is \$800.00 and Firefighter Jankowski is researching options for replacement. Commissioner Britton and Chairman Strago expressed concern with purchasing modified tank. Interim Chief Bates assured Commissioners tank would meet required specifications and would provide progress updates.

New Business:

No new business

Executive Session:

The chair announced an executive session Pursuant to RCW 42.30.110(1)(g) to review the performance of an employee for 31 minutes: 7:44 p.m. – 8:15 p.m.

Reconvene:

8:15 p.m. - No decisions made.

Meeting Adjourned: 8:16 p.m. The next Commissioners Workshop is scheduled for Wednesday November 23, 2016 @ 6:30pm, at Station 49; 12131 228th Street NE Arlington, WA 98223.

Recorder: Wendy Britton, District Secretary

*Snohomish County Fire Protection District No. 21 Board of Commissioners Mission Statement:
“We aspire to serve our community with professionalism, honesty and integrity by building a firm foundation that provides safety and security for all”*