

# ***Snohomish County Fire District #4***

## **MEETING MINUTES**

### **REGULAR MEETING** **BOARD OF FIRE COMMISSIONERS**

<b>DATE:</b>	Monday, June 10, 2024
<b>LOCATION:</b>	Headquarters Fire Station #43 – Harvey Room – Snohomish, WA

<b>BOARD MEMBERS PRESENT:</b>	<b>EVAN MERRITT</b> , Fire Commissioner <b>CRAIG ERICKSON</b> , Fire Commissioner <b>BRIAN MILLS</b> , Chair
<b>STAFF MEMBERS PRESENT:</b>	Don Waller, District Secretary/Fire Chief Thad Frater, Assistant Chief DJ Hill, Fire Marshal

#### **I. ROLL CALL**

Commissioner Merritt called the meeting to order at 1900 hours. All members of the Board were present. Chair Mills attended the meeting remotely, and Vice Chair Merritt officiated the meeting.

#### **II. FLAG SALUTE**

#### **III. ADOPT/ADJUST AGENDA**

**Discussion:** Item VIII E (RLB ILA) was added to the agenda and it was adopted as amended.

#### **IV. MINUTES OF PREVIOUS MEETING**

**Discussion:** There were no questions or comments concerning the May 13, 2024 Regular Board Meeting and the May 28, 2024 Special Board Meeting minutes. Commissioner Merritt stated the minutes were approved as presented.

#### **V. OPEN PUBLIC COMMENT**

Resident Flath encouraged the district to distribute public education materials (such as stickers) at public events like the fishing derby at Blackman's Lake last weekend. He also expressed frustration over his interaction with an Oregon fire district's billing agency and stressed that billing agencies are an extension of a fire district and should provide good public service.

Resident Jorve (president of Local 2694) welcomed new hires Shauna Harth and DJ Hill to SCFD4.

**Action:** Commissioner Erickson made a **motion** to approve the hiring plan as presented. Commissioner Merritt **seconded** the and it **passed** unanimously.

#### **E. Dark Horse Data Management**

**Discussion:** Our present data analysis process is not meeting our needs. Chief Waller has been exploring options to obtain more comprehensive data analysis at reasonable costs, and will have enough information to present a recommendation on the topic at next month's meeting. Commissioner Merritt questioned why we are not continuing to pursue a data arrangement with SFRF. Chief Waller explained the restrictive boundaries of data configuration that would be made available to us and the

### **VIII. ACTION ITEMS**

#### **A. Final Policy Reviews: 101 Policy Statements, 202 Purchasing**

**Discussion:** These are the same policies that were presented at last month's meeting. There was no further discussion on them.

**Action:** Chair Mills made a **motion** to adopt the policies as presented. It **passed** unanimously.

#### **B. Fire Hose**

**Discussion:** SCFD4 now has 5 engines for which to supply hose. We have begun transitioning to multi-facet attack packets, and our priorities for the budget funds may continue to change. The requested purchase amount (PA2024.18) will fund sufficient 2 ¼ inch hose for 4 engines.

**Action:** Commissioner Merritt made a **motion** to approve PA2024.18 in the amount of \$11664.35. Commissioner Erickson interjected that we are currently using 24 year old hose and the average life expectancy of fire hose is 45-50 years, so this is prudent investment. Commissioner Erickson seconded the motion. The motion was **approved** unanimously.

#### **C. Large Warrants – Lawhead & Seawestern**

**Discussion:** For warrants over \$50,000, not only the purchase but the warrant as well need to be approved.

**Action:** Commissioner Erickson made a **motion** to approve the warrants. Chair Mills **seconded** the motion and it was **approved** unanimously.

#### **D. Transport Waivers**

**Discussion:** There was no discussion.

**Action:** Commissioner Erickson made a **motion** to approve waivers 2024-09 and 2024-10 as presented. It **passed** unanimously.

#### **E. RLB – ILA**

**Discussion:** This ILA arrangement has been in development for the past year. Attorney Snure has weighed in on it, and the new language covers reasonable billing of water costs.

**Action:**

## **IX. COMMENTS**

### **A. Executive Staff** (summarized in the written report in the packet)

#### **Chief Frater**

- + Financial reports are included in the packet.
- + Our second admin hire has passed on accepting the offered position. We have offered that position to the next candidate on our list – Kaitlyn DeOliveira – who will start in July.

#### **Chief Waller**

- + We continue to build a strong supportive relationship with Local 2694.
- + We are pursuing JATC (Apprenticeship), which will offer the District training cost reimbursement and discounted tuition costs for college tuition at EvCC
- + The Chelan WFCFA Conference was very educational and specific learning points will be shared at future commissioner meetings.
- + We are in discussion with South County to develop a CRP and Community Health Workers ILA. This may expand to include SRFR as well. Our chaplains do an amazing job of networking with the community and the ILA will be a step in helping neighboring districts replicate their success.

### **B. Commissioner**

All the commissioners extended a hearty welcome to the new hires.

## **X. ADJOURN**

At 1938 hours, the Regular Board Meeting was adjourned.


**MINUTES OF REGULAR FIRE COMMISSIONERS BOARD MEETING,  
JUNE 10, 2024**

### **Minutes prepared and submitted by:**

  
**Christine Montagne-Heike**, Records Specialist

**Don Waller,** District Secretary

**MINUTES APPROVED BY FIRE COMMISSIONER:**

  
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7/8/24  
\_\_\_\_\_  
Date

 7/8/24  
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District Secretary - Date