

Snohomish County Fire District #4

MEETING MINUTES

REGULAR MEETING **BOARD OF FIRE COMMISSIONERS**

DATE:	Monday, January 13 th , 2025
LOCATION:	Headquarters Fire Station #43 – Harvey Room – Snohomish, WA

BOARD MEMBERS PRESENT:	BRIAN MILLS , Chair CRAIG ERICKSON , Fire Commissioner EVAN MERRITT , Fire Commissioner
STAFF MEMBERS PRESENT:	Don Waller, District Secretary/Fire Chief Jason Hodkinson, Assistant Chief Greg Osborne, Assistant Chief Thad Frater, Assistant Chief DJ Hill, Fire Marshal Shauna Harth, Executive Specialist

I. ROLL CALL

Chair Mills called the meeting to order at 17:01 hours. All members of the Board were present, with Commissioner Erickson attending virtually.

II. FLAG SALUTE

III. ADOPT/ADJUST AGENDA

Discussion: No changes were recommended. The agenda stands as presented.

IV. MINUTES OF PREVIOUS MEETING

Discussion: There were no questions or comments concerning the December 9th, 2024 Regular Board Meeting minutes or the December 9th, 2024 Special. The minutes stand as presented.

V. OPEN PUBLIC COMMENT

No public comments.

VI. VFW FF and EMS AWARDS

Representatives from Veterans of Foreign Affairs (VFW) Post 921 were present. VFW Committee Chair Wolfe and VFW Commander Cote awarded Lieutenant Douglas Higbee as Firefighter of the Year and Firefighter Steven Osborne as EMT Provider of the Year. Chair Mills thanked the representatives for recognizing our crews, their community involvement, and military service.

VI. INFORMATIONAL ITEMS

January 13, 2025 Minutes

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A. Accounts Payable: The following AP Batches were presented:

12/11/2024 for \$ 255.50

12/10/2024 for \$ 73,619.92

12/12/2024 for \$ 15,181.16

12/12/2024 for \$ 25,870.87

Chair Mills moved to approve the AP batches and large warrants for Lawhead Architects (\$87,219.50) and the warrant for VFIS (\$125,014.00). Commissioner Merritt seconded. It was unanimously approved.

B. Payroll - December 2024 Payroll of \$889,952.82 was presented.

Discussion: There were no questions or discussions concerning the informational items.

VII. DISCUSSION ITEMS

A. EV Charging Policy #602

Discussion: Chair Mills posed a clarifying question regarding Section 3.4. No further discussion. Chair Mills advised this discussion item has been brought up previously and that it can be voted on today. Commissioner Merritt motioned to approve the Policy. Commissioner Erickson seconded the motion. It was unanimously approved.

B. Public Facing Capital Plan

Discussion: Chair Mills discussed the need for a document which could be easily digested for the public to understand the District's Capital Facilities Plan and thanked Shauna Harth for her work. Chair Mills moved to approve the document and vote. Commissioner Merritt seconded the motion. It was unanimously approved.

VIII. ACTION ITEMS

A. SCEMSA ILA and SLA

Discussion: Chair Mills discussed the new agency being formed. Chief Waller advised that the original presentation had an error and the corrections were reviewed. The new SCEMSA board will have some adjustments. Chair Mills thanked Chief Waller for the time and dedication he has put into this project, along with other members of the county.

Action: Chair Mills made a motion to authorize the Chief to enter into this agreement. Commissioner Merritt seconded the motion. It was unanimously approved.

B. CAB Selection

Discussion: The following candidates were selected to be members of the Community Advisory Board (CAB): Erica Cenci. Gail Arnold. Bruce Erickson. Pilar Jackson. Russ Urness. Karin Manns, James Hnatyszyn (alternate), and Douglas Williams (alternate). Chair Mills thanked Chief Waller and staff for their work establishing the CAB. Chair Mills and Chief Waller discussed how the CAB positions (President, Vice President and Treasurer) would be selected.

Action: Chair Mills motioned to select the candidates listed on the CAB board. Commissioner Merritt seconded. It was unanimously approved.

IX. COMMENTS

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

Chief Frater

+ Financial reports are included in the packet. AC Frater thanked Kaitlyn DeOliveira for compiling the recent EMAC wildland deployment paperwork.

Chief Hodkinson

+ Reports are included in the packet.

Chief Osborne

+ Reports are included in the packet.

Fire Marshal Hill

+ Reports are included in the packet. The meeting with Koi Simpson has been rescheduled.

Chief Waller

+ Reports are included in the packet.

B. Commissioner

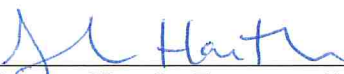
Commissioner Merritt will not attend the next Regular Meeting on February 11th, 2025. Chair Mills and Commissioner Erickson plan on attending the upcoming Sno-Isle Commissioner Banquet.

X. ADJOURN

At 18:08 hours, the Regular Board Meeting was adjourned.

**MINUTES OF REGULAR FIRE COMMISSIONERS BOARD MEETING,
JANUARY 13, 2025**


Minutes prepared and submitted by:


Shauna Harth, Executive Specialist


Don Waller, District Secretary

MINUTES APPROVED BY FIRE COMMISSIONER:


Brian Mills, Board Chair


Date