

EAST COUNTY FIRE SUPPORT SERVICES DIVISION
BOARD OF REPRESENTATION
MEETING MINUTES
August 28, 2007

1 **CALL TO ORDER:**

2 Bill Snyder called the meeting to order at 19:00hrs.

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4 **Roll Call:**

5 Board Members present: Bill Snyder, Neil Doherty, Jim Kenny, and Marc
6 Mechling. Administrative Committee Members present: Chief Guptill and Chief
7 Mattox. ECFSS Personnel present: Administrative Secretary Jennifer Pardee.
8 Additional Personnel present: Chief Widdis and Chief Aleshire.

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10 **CONSENT AGENDA:**

11 **Approval of Minutes**

12 Neil Doherty moved to approve the July 24, 2007 minutes.

13 Jim Kenny moved to second the motion.

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15 On vote, **Motion Carried 2/0/1.** Commissioner Kenny abstained from the vote.

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17 **ACTION AGENDA:**

18 **1. City of Lynnwood Interlocal Agreement**

19 Chief Guptill explained the City of Lynnwood's involvement with the ECFSS
20 Shop and recommend that the ECFSS provide an Interlocal to City of Lynnwood
21 for future work.

22 Jim Kenny moved to provide the City of Lynnwood with an Interlocal Agreement.

23 Bill Snyder moved to second the motion.

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26 **Motion carried 3/0.**

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28 **DISCUSSION AGENDA:**

29 **1. Regional Purchasing**

30 Chief Guptill discussed future goals for the ECFSS through regional
31 purchasing, using an example of a software product for map point. Explaining
32 how one agency would be the sponsoring agency in order to purchase the
33 software at a bulk discount, but then charging the agencies for the
34 product/license. The Administrative Committee requested a code of conduct
35 for how to move forward with Regional Purchasing and protocol.

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37 Commissioner Kenny expressed concern as to whether the product would produce
38 enough of a benefit to pay for itself.

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40 Commissioner Snyder and Neil Doherty suggested that the Administrative
41 Committee first discuss future projects under regional purchasing and then
42 present the amount of effort that would be required to manage the process.

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44 Chief Widdis commented that District #1 would not be participating in the
45 regional purchasing of the software product by map point.

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47 **2. Grounds Maintenance Update**

48 Jennifer Pardee provided a brief update of all the districts that have signed
49 contracts as well as the districts that are still interested. Commissioner
50 Kenny discussed the District #1 position on Grounds Maintenance.
51 Commissioner Snyder commented that the process has included all three member
52 agencies so the assumption was made that all member agencies would be
53 participating. It was stated that if one of the member agencies were not

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1 participating that the ECFSS board may have not decided to move forward with
2 the grounds maintenance project. Commissioner Doherty agrees with
3 Commissioner Snyder and commented that the ECFSS group (with all member
4 agencies present) chose to move forward with the grounds maintenance project.
5 The question arose as to at what point does the ECFSS board agree to move
6 forward on a regional project? Chief Widdis began discussing his view on the
7 process of how the grounds maintenance project was conducted. Chief Widdis
8 stated his impression to be that each agency could submit addresses to
9 receive quotes for certain stations, but then choose to participate or not
10 participate after the quotes were received. District #1 was not of the
11 understanding that all member agencies were required to participate in the
12 regional grounds maintenance program. District #1 chose not to participate
13 in the regional grounds maintenance program. Instead, District #1 ended
14 their contract with Skinner and hired extra help for the summer with the
15 intent to keep the help through the end of 2007. Chief Widdis stated that
16 District #1 would be interested in looking at the grounds maintenance quotes
17 for 2008. Commissioner Doherty asked how the ECFSS board could do things
18 differently to avoid confusion. Commissioner Kenny stated that the way
19 communication has taken place through this process has created a bit of an
20 abrasion. Chief Guptill began to discuss the communication break down.
21 Commissioner Doherty asked how things should be done for the next regional
22 endeavor. Commissioner Kenny stated his hopefulness for future program
23 development. Chief Guptill discussed how the grounds maintenance contract
24 fortunately was not contingent on all member agencies participating and
25 continued to discuss the importance of being aware of all member agencies
26 positions prior to signing a contract with a vendor. Chief Guptill stated
27 that the ECFSS has not decided to extend the grounds maintenance contract
28 with the current vendor through 2008. Chief Guptill continued to make it
29 clear that the ECFSS board would like to hear from District #1 if they are
30 interested in looking at different models for grounds maintenance.
31 Commissioner Doherty reminded the board that each member agency came together
32 to cooperatively achieve bigger and better things and if the ECFSS decides to
33 move forward with a program then all members should participate.
34 Commissioner Doherty continued to state that when a member agency backs out
35 they are acting like an associate agency. Each member agency ought to be
36 united when moving forward with a program or at least acknowledge the fact
37 that the ECFSS will move forward regardless of member agencies participation.
38 Commissioner Kenny stated that District #1 will get its board's approval so
39 as not to give false hope to the ECFSS board in the future. Chief Guptill
40 commented that the process will start with the Admin committee, but first
41 begin at the administration level of each member agencies district.

40 Commissioner Doherty brought up the idea of renting a penzoil shop which
41 brought up the question of the status of the station 21 shop. Chief Widdis
42 commented that the station 21 would be bulldozed and rebuilt, but the station
43 21 shop will remain. There may be some access limitations during part of the
44 construction. Chief Aleshire stated that station 11 may have one bay that
45 the shop truck can utilize. Chief Guptill discussed the idea of a second
46 shop truck in the near future.

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48 **EXECUTIVE SESSION:**

49 1. Personnel Issue

50 Enter executive session at 20:00.

51 Executive session ended at 20:13.

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1 Commissioner Kenny moved to provide to the Vehicle Shuttle Position
2 comparable benefits of other ECFSS mechanic employee as of January 1st 2008.

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4 Commissioner Snyder moved to second the motion.

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6 On vote, **Motion Carried 2/1.** Commissioner Doherty was opposed to the motion.

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8 Commissioner Snyder moved that the Vehicle Shuttle Position be provided
9 vacation prorated from August 1st 2007.

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11 Commissioner Doherty moved to second the motion.

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13 On vote, **Motion carried 2/1.** Commissioner Kenny was opposed to the motion
14 commenting that all benefits should start as of January 1st 2008.

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16 **STAFF COMMENT/CHIEF'S STATUS REPORT**

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18 **CALL ON BOARD MEMBERS/ATTENDANCE CHECK**

19 The next meeting date will be September 25, 2007, 19:00hrs @ Station 71.

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21 The Meeting was adjourned at 20:24

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Bill Snyder
28 Chairman

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Jennifer Pardee
33 Recording Secretary
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