

EAST COUNTY FIRE SUPPORT SERVICES DIVISION
BOARD OF REPRESENTATION
MEETING MINUTES
February 24, 2009

1 **CALL TO ORDER:**

2 Bob Meador called the meeting to order at 19:00 hours.

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4 **ROLL CALL:**

5 Board Members present: Roy Waugh, Marc Mechling, Jim Kenny, and Bob Meador.

6 Administrative Committee Members present: Chief Andrews and Chief Mattox.

7 District Chiefs present: Chief Silva. ECFSS Personnel present:

8 Administrative Secretary Jennifer Pardee and Shop Foreman Bill Hoffman.

9 **CONSENT AGENDA:**

10 **Approval of Minutes**

11 The motion was made by Commissioner Waugh and seconded by Commissioner
12 Mechling, to approve the January 27, 2009 minutes. On vote,

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14 Motion carried 3/0.

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16 **DISCUSSION AGENDA:**

17 **1. Regional IT**

18 Assistant Chief Andrews explained the Regional IT plan and need for IT
19 support.

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21 **2. Shop Office Remodel**

22 Administrative Secretary Pardee explained that the Mechanical Division is looking
23 to move to the next level of accountability as the program grows. The goal is to
24 ensure that the ECFSS is at a level of compliance that is acceptable to the State
25 Auditors Standards, with the intent of becoming a stand-alone agency in the future.
26 Currently, the Mechanical Division has a parts room that is maintained, but staff
27 realizes the opportunity for improvement. The proposal is to utilize the current
28 office space by rearranging staff and utilizing the Administrative Specialist in the
Shop Office for parts inventory and accountability.

29 Commissioner Waugh expressed concern with removing the Shop Foreman from the Shop
30 floor.

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32 The motion was made by Commissioner Waugh and seconded by Commissioner
33 Mechling, to approve the Shop Office Remodel, not to exceed \$7,900. On vote,

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35 Motion carried 3/0.

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37 **3. Bothell Fire**

38 Assistant Chief Andrews explained that the Administrative Committee met with
39 Bothell Fire in regards to acquiring a new Associate Agency.

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41 The Commissioners discussed the potential of Bothell Fire becoming a member
42 and what the criteria would be for an Agency to become a Member of ECFSS.

43 Commissioner Kenny explained that having Bothell on board would be a positive
44 attribute to ECFSS, especially with the future uncertainty of District #1.

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46 **INFORMATION AGENDA:**

47 **1. Skagit County Fire District #15 Interlocal**

48 The Board signed the Skagit County Fire District #15 Associate Agency
49 Interlocal.

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

52 The next Board Meeting is scheduled for March 24th 2009.

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2 There being no further business the meeting was adjourned at 19:32.
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Bob Meador
9 Chairman
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Jennifer Pardee
14 Recording Secretary
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