



PUBLIC SAFETY COMMITTEE & COMMITTEE OF THE WHOLE MEETING

Monday, November 03, 2025, at 5:00 PM

Snoqualmie City Hall, 38624 SE River Street & Zoom

COMMITTEE MEMBERS

Chair: Rob Wotton

Councilmembers: Cara Christensen and Catherine Cotton

This meeting will be conducted in person and remotely using Zoom.

Join by Telephone: To listen to the meeting via telephone, please call **253.215.8782** and enter Webinar ID **836 4577 2692** and Password **1700040121** if prompted.

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- 1) Click this [link](#)
- 2) If the Zoom app is not installed on your computer, you will be prompted to download it.
- 3) If prompted for Webinar ID, enter **836 4577 2692**; Enter Password **1700040121**

CALL TO ORDER & ROLL CALL

AGENDA APPROVAL

PUBLIC COMMENTS (online public comments will not be taken).

MINUTES

- [1.](#) Approval of the minutes dated October 20, 2025.

AGENDA BILLS

- [2.](#) AB25-101: South King County Fire Training Consortium Interlocal Agreement

DISCUSSION

- [3.](#) Fire Department 3rd Quarter Accreditation Report

ITEMS FOR FUTURE DISCUSSION

ADJOURNMENT



PUBLIC SAFETY COMMITTEE & COMMITTEE OF THE WHOLE MEETING MINUTES OCTOBER 20, 2025

This meeting was conducted in person at Snoqualmie City Hall and remotely using Zoom.

CALL TO ORDER & ROLL CALL – The meeting was called to order at 5:00 pm.

Committee Members: Councilmembers Rob Wotton, Cara Christensen, and Catherine Cotton were present.

Mayor Katherine Ross was also present.

City Staff:

Mike Chambless, City Administrator; Dena Burke, City Attorney; Gary Horejsi, Interim Police Chief; Chris Brown, Deputy Fire Chief; Deana Dean, City Clerk; Fletcher Lacroix, IT Director; and Andrew Jongekryg, IT Support.

AGENDA APPROVAL – The agenda was approved as presented.

PUBLIC COMMENTS –

- Jeff Warren, of Snoqualmie, spoke to public safety issues in downtown Snoqualmie.

MINUTES – The minutes dated October 6, 2025, were approved as presented.

AGENDA BILLS

2. **AB25-091:** Traffic and Criminal Software Agreement. Discussion led by Interim Police Chief Horejsi to transition from the State Patrol's Sector system to their new TraCS system beginning February 2026. Committee questions followed. Additional information provided by City Attorney Burke and IT Director Lacroix. This item is approved to move forward at the October 27, 2025, City Council meeting on the consent agenda.

DISCUSSION

3. Fire Department Overtime Report. Discussion led by Deputy Fire Chief Brown.

ITEMS FOR FUTURE DISCUSSION

- Speed and traffic calming measures in downtown Snoqualmie

ADJOURNMENT - The meeting was adjourned at 5:36 pm.

Minutes prepared by Deana Dean, City Clerk.

Recorded meeting audio is available on the city website after the meeting.

Minutes approved at the _____ Public Safety Committee Meeting.

Council Agenda Bill

AB Number

AB25-101

Agenda Bill Information

Title*

South King County Fire Training Consortium Interlocal Agreement (ILA)

Action*

Motion

Council Agenda Section

Committee Report

Council Meeting Date*

11/10/2025

Staff Member

Mike Bailey

Department*

Fire

Committee

Public Safety

Committee Date

11/03/2025

Exhibits

Packet Attachments - if any

x2 SKCFTC_ILA 2023-2025 track changes.docx	84.67KB
x1 SKCFTC ILA 2026-2029.pdf	236.24KB
x3 (RES) SKCFTC ILA.docx	16.01KB

Summary

Introduction*

Brief summary.

The Snoqualmie Fire Department has been a member of the South King County Fire Training Consortium (SKCFTC) since 2019. The last update to the Interlocal Agreement (ILA) governing the SKCFTC was in 2023. The SKCFTC Administrative Board is proposing a 3-year update to the ILA effective Jan 1, 2026, and requests adoption by the member agencies.

Proposed Motion

Adopt Resolution xxx approving the Interlocal Agreement with South King County Fire Training Consortium

Background/Overview*

What was done (legislative history, previous actions, ability to hyperlink)

The Snoqualmie Fire Department is required by WAC 296-305 to train its firefighters commensurate with their duties. Prior to 2019 the department provided mandated training internally. Beginning in 2019 the department became part of the SKCFTC. Since then, the department members have received a high level of training at an economical and efficient cost through the consortium. The consortium creates an annual training calendar, produces and tracks required annual training, hosts quarterly in person training, provides subject matter experts to deliver the training, and sponsors classes for additional certifications like pump operator and Swiftwater technician. The parent organization of the SKCFTC is Puget Sound Regional Fire Authority (PSRFA). The Chief of the SKCFTC is employed by PSRFA. The overall actions of the SKCFTC are governed by the Administrative Board, which consists of the Fire Chiefs from all the partner agencies, to which the Snoqualmie Fire Chief holds a seat and vote. The Chief of SKCFTC provided the recommended updates to the ILA, and the Administrative Board reviewed, edited, and ultimately passed the attached ILA by unanimous decision.

Analysis*

Being a member of the SKCFTC has been a positive for the department. Members can receive a much higher level of training from qualified individuals then what the department could provide internally. The current structure of the consortium meets the needs of the department and fits within the approved budget. The fire department's close mutual aid partners all belong to the consortium and there is a clear benefit to training with your neighbors and having standard operating procedures for efficiency and firefighter safety. In addition, as the Fire Chief holds a seat on the board, the fire department has a say in the future direction of the SKCFTC, as well as in operation and financial decisions.

Budgetary Status*

Funds have already been authorized in the current biennial budget.

Budget Summary

The updated language of the ILA does not alter the cost to the fire department for participating in the consortium other than normal inflationary increases, and is more administrative in nature. The funds to participate in the SKCFTC is included in the current budget biennium.

Fiscal Impact

Amount of Expenditure	Amount Budgeted	Appropriation Requested
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Fiscal Impact Screenshot

South King County Fire Training Consortium Interlocal Agreement

This Agreement is made and entered into by and between the undersigned municipal corporations, collectively referred to as “Agency” or “Agencies,”

RECITALS

1. This Agreement is entered into in conformity with Chapter 39.34 RCW, the Interlocal Cooperation Act, as the Agencies desire to enter into an agreement to jointly establish a mutual and cooperative system for combined training resources and ensure consistent, high-quality training across all fire departments through the South King County Fire Training Consortium (“Training Consortium”).
2. The Agencies currently each maintain and operate their own fire departments to provide emergency responder services, including fire protection, fire suppression, and emergency medical services and non-emergent medical care in their respective areas.
3. It is recognized that the Agencies have staff performing similar tasks on a daily basis. Staff have varied talents, skills, and expertise, and by allowing Agencies to coordinate and collaborate through the Training Consortium, the skills and abilities of the individuals could be used in a manner that increases the level and efficiency of training for all Agencies.
4. The Agencies desire to provide training at the highest possible level, while managing the associated costs by eliminating duplication of effort and/or expenses where feasible and making the most effective use of combined resources.
5. The Agencies have concluded that collaboration based on equal participation would provide the highest level of training with the least duplication of effort and expense and would allow for the performance of certain functions not possible within current budget constraints.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual promises and benefits contained herein, it is agreed between the Agencies as follows:

1. **Purpose and Scope of Agreement.** The purpose and scope of this Agreement is to maintain a Training Consortium to enable joint training activities and operations. Each Agency shall retain full authority for and jurisdiction over fire protection, prevention and suppression, emergency medical services, boundaries, elections, and budgets and all other matters not specifically addressed in this Agreement.
2. **Governing Structure of Training Consortium.**

2.1. Administrative Board.

- (a) The Administrative Board shall be composed of the Fire Chief or Administrator of each Agency to this Agreement. The Administrative Board shall be responsible for:
 - (i) Overseeing administration of the fiscal arrangements as set forth in this Agreement (“Fiscal Agent”).
 - (ii) Directing, guiding, and overseeing the actions of the Operations Board.
 - (iii) Implementing the recommendations of the Training Chief; and
 - (iv) Communicating with the governing bodies of the Agencies to this Agreement.
- (b) The Administrative Board shall meet every other month. Members of the Administrative Board shall elect by majority vote a Chief to serve as presiding officer of the Administrative Board. The Chair shall serve a two-year term, which may be renewed by a majority vote. The Chair shall have responsibility to schedule the meetings of the Administrative Board, to serve as presiding officer at board meetings, to gather information and to prepare the agenda for board meetings. In the event a Chair is unable or unwilling to complete his or her term, nominations shall be accepted by the Administrative Board for a replacement Chair, who shall be elected by majority vote of the board and who shall complete the term of the resigning Chair. Each Chief shall have an equal vote on matters that come before the Administrative Board. Any decisions of the Administrative Board that involve the expenditure or obligation of an Agency’s funds shall constitute a recommendation to the governing bodies of the Agencies and shall not be effective until the governing bodies of each Agency have approved such recommendation.

2.2. Operations Advisory Team (“OAT”).

- (a) The OAT shall be composed of the Training Consortium’s Training Chief and the Operations Chiefs from each Agency to this Agreement. The OAT shall be responsible for:
 - (i) Consulting and communicating with the Training Chief on matters involving Agency operations.
 - (ii) Work with the Training Chief to establish consistency in Agency operations.
 - (iii) Work with the Training Chief to ensure the training curriculum is consistent with Agency operations.
 - (iv) A designee from the Operations Chiefs in each of Zone 1 and Zone 3 shall

report directly to the Administrative Board.

2.3. Training Consortium Chief.

- (a) The Training Consortium Chief (also referred to as “Training Chief”) shall be a Deputy Chief from Puget Sound Fire. The Training Chief will be selected by the Puget Sound Fire Chief in close consultation with the Administrative Board. The appointment will be for a period of three (3) years. The Training Chief shall be responsible for:
 - (i) Recommending annual goals and objectives to the Administrative Board.
 - (ii) Developing common operating guidelines for all Agencies.
 - (iii) Developing common training programs, processes, and instructional materials for all Agencies.
 - (iv) Developing common training calendars for all Agencies.
 - (v) Performing such other tasks as directed by the Administrative Board.
 - (vi) Developing an annual Budget for the Training Consortium.
 - (vii) Managing the Training Consortium on a day-to-day basis.

2.4. Firefighter Training Advisory Committee “FTAC”.

- (a) The FTAC shall be composed of uniformed staff participating in the Training Consortium as appointed by the Training Chief and each agency in a manner that ensures each Agency is adequately represented. The FTAC shall be responsible for:
 - (i) Providing feedback and input to the Training Chief regarding the content of the training provided.
 - (ii) Coordinating communications between the Training Chief and the employees receiving training from the Training Consortium.

3. Joint Decision Making.

- 3.1. This Agreement does not alter the current command structure or organizational responsibilities of any Agency. However, this Agreement will allow for joint decision-making by the Administrative Board to modify command structures or organizational responsibilities relating to training within the Training Consortium.
- 3.2. Joint decision-making shall be exercised through the Administrative Board and shall apply only to those areas specifically identified by this Agreement. The Administrative

Board shall make joint decisions using the following procedure:

- (a) Joint decisions shall only be made at a meeting of the Administrative Board attended by a quorum of Agency representatives. A majority of the currently appointed Agency representatives shall constitute a quorum.
- (b) Joint decisions shall be made by a majority vote. A Chief unable to attend a meeting may vote by proxy, either by sending a designated representative or by notifying the Administrative Board of the Chief's vote via email or fax prior to the meeting or by providing a written proxy to another Chief attending the meeting.

4. **Fiscal Arrangements.**

- 4.1. Puget Sound Fire shall be the entity that manages the finances of the Training Consortium as part of Puget Sound Fire's annual budget.
- 4.2. On or about August 1st of each year, the Administrative Board shall approve an annual budget for the Training Consortium's operations that identifies each Agency's personnel and financial responsibilities for the following year. The financial responsibilities will be based on a cost per member as identified by the following components:
 - (a) **Training Officer Cost.** The cost of a Training Officer shall be based on an annual average cost of participating agencies for Battalion Chief, Captain, Lieutenant, and Firefighter, respectively.
 - (b) **Administrative Costs.** The amount shall cover Puget Sound Fire's administrative costs in managing the Training Consortium, including funds to reimburse the agency providing the Training Chief, necessary administrative support staff and other civilian positions as approved by the board.
 - (c) **Supplies and Maintenance Costs.** The amount shall cover Puget Sound Fire's costs in purchasing consumable supplies, professional services and other expenses associated with the delivery of Training.
 - (d) **Facilities Costs.** The amount shall cover the South King County Fire Training Consortium facility lease and related expenses, as well as costs associated with the use of training facilities. The amount shall also cover the Puget Sound RFA Fire's costs in purchasing consumable supplies, professional services, and other expenses associated with the delivery of Training. This section shall also include recognition of and support for departments that house an official SKCFTC office. Similar to the facility credits provided for departments granting access to training grounds that meet established requirements, departments providing space dedicated to training office functions (e.g., the North Office) shall be eligible for comparable support.

- (e) **Cost Per Member.** FTE Cost + Administrative Costs + Supplies and Maintenance Costs + Facility Costs/Total number of uniformed members having the rank of Battalion Chief or below = Cost per Member.
- (f) **Annual Agency Cost.** The Annual Agency Cost shall be based upon the agency's number of uniformed members having the rank of Battalion Chief or below for the budget cycle.
- (g) The Annual Agency Cost may be satisfied by contributions of personnel (at the FTE value established above), cash, use of training facilities, training offices or other services as approved by the Administrative Board.
- (h) An Agency may choose to request additional services from the Training Consortium other than those provided for their uniformed staff. These services may include training events for volunteers or use of the Learning Management System (LMS) for civilians. These additional services shall be provided at the discretion of the Training Chief and with the approval of the Administrative Board. The Training Chief will establish a fee for service that ensures the training is cost neutral for the Training Consortium.

4.3. In the event the Administrative Board determines, during the course of the year, that additional expenditures or contributions from one or more participating Agencies are necessary, the Administrative Board shall make a recommendation/request to the appropriate Agency.

4.4. In the event an Agency satisfies its Annual Agency Cost with a cash payment, the full value of such cash payment shall be made to Puget Sound Fire on or before February 1st of each year. In the event an Agency that provides personnel or equipment is entitled to receive a cash payment in return, the Training Consortium shall make such cash payment to the Agency on or before February 1st of each year.

5. Resources. This Agreement allows for the collaborative acquisition, use, and management of property and equipment, ("Resources"). Prior to commingling any Resources under this Agreement, all equipment and property with a value of more than \$1,000.00 used in the performance of this Agreement shall be appropriately marked and inventoried by the contributing Agency. Ownership of Resources shall remain with the Agency that purchases or provides the Resources. Jointly owned resources, if any, may be purchased pursuant to a separate agreement by the Agencies, and shall be listed in **Exhibit A** to this Agreement ("Joint Resources"). The ownership and distribution of jointly owned resources shall be governed by the following paragraphs:

5.1. The ownership of Joint Resources acquired after the execution of this Agreement shall be documented on **Exhibit A**. Such Joint Resources shall be owned by the Agencies to this Agreement in proportion to the financial and in-kind contribution of each Agency in the year of acquisition of such Resources ("Ownership Share").

- 5.2. If this Agreement is terminated as to all Agencies the depreciated value of the Joint Resources acquired under the terms of this Agreement shall be divided in accordance with the Ownership Share.
 - 5.3. In the event an Agency withdraws from this Agreement, such Agency shall be entitled to receive the depreciated value of its Ownership Share in the Joint Resources as determined in the sole reasonable discretion of the Administrative Board.
6. **Personnel.** Each Agency shall cooperate with the Administrative Board and shall allow its employees("Training Personnel") to perform the functions as assigned by the Training Chief exercising authority under this Agreement.
- 6.1. The Training Chief shall have the authority to determine the working location and conditions for Training Personnel when assigned to the Training Consortium. Through the joint decision-making process as defined herein, the Agencies may be asked to fill positions or roles not currently staffed within any of the Agencies. Such assignments, if they do not create additional financial responsibilities or litigation impacts for an Agency, shall be controlled by the Administrative Board and shall not require further approval by any Agency.
 - 6.2. Each Agency shall remain as the employer of its own Training Personnel and shall be responsible for establishing and paying Training Personnel compensation and benefits.
 - 6.3. It is understood by the Agencies that the services provided by Training Personnel pursuant to this Agreement will mutually benefit each Agency in proportion to the benefits received by that Agency.
 - 6.4. The Training Chief shall establish the chain of command for Training Personnel under this Agreement. However, the responsibility for hiring, evaluating, firing, and disciplining Training Personnel shall remain with the employing Agency. An employing Agency may seek input from the Administrative Board in hiring, evaluating, firing, or disciplining Training Personnel, but such guidance shall be optional and non-binding on the Agency seeking guidance.
 - 6.5. Training Personnel filling a shared functional position will be provided an explanation of roles, responsibilities, duties, and expectations of the shared position prepared by the Training Chief.
 - 6.6. To the extent this Agreement would result in any personnel changes that affect the wages, benefits or working conditions of any represented employees, the Training Chief shall assist the governing body of the affected employing Agencies and the affected bargaining units to address such impacts prior to the implementation of the change.

7. Training Consortium Chief.

7.1. Puget Sound Fire agrees to hire and staff the Training Consortium Chief position. The agencies intend that the best candidate will be selected by the Puget Sound Fire Chief to serve as the Training Consortium Chief as contemplated by this Agreement.

- (a)** Puget Sound Fire will remain the employer of the Training Chief. Accordingly, Puget Sound Fire shall be solely responsible for all matters related to the Training Chief's human resource management, performance appraisals, employee relations, work related practices, performance effectiveness and responsiveness, conformance with Training Consortium expectations, and discipline. The Administrative Board will also provide feedback concerning the performance of the said Training Chief to the Puget Sound Fire Chief.

8. Insurance.

8.1. Each Agency agrees to procure and maintain for the duration of this Agreement, and at its sole cost and expense, insurance against claims for injuries to persons or damage to property which may arise from activities related to this Agreement. Each Agency shall provide the Training Consortium with a Certificate of Insurance and appropriate endorsement, naming the South King County Fire Training Consortium as a primary, non-contributory additional insured. Any agency that is self-insured will provide a letter of self-insurance as Evidence of Coverage.

8.2. Each Agency shall procure and maintain the following insurance coverage and policy limits:

- (a)** Commercial General Liability insurance shall be written with limits no less than \$2,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit. Insurance coverage shall be written on Insurance Services Office (ISO) occurrence form CG 00 01, or a substitute form providing equivalent coverage.

An Agency may use Umbrella or Excess policies to provide the liability limits as required in this Agreement. The policies shall be provided on a true "following form" or broader coverage basis, with coverage at least as broad as provided on the underlying Commercial General Liability insurance.

- (b)** Automobile Liability insurance covering all automobiles—owned, hired, or non-owned—used in performance of this Agreement, with limits no less than \$2,000,000 per accident for bodily injury and property damage.
- (c)** Workers' Compensation coverage for the employees of an Agency and any subcontractors as required by the industrial insurance laws of the State of

Washington.

- 8.3.** If an Agency maintains broader coverage and/or higher policy limits than the minimums shown above, the Training Consortium requires and shall be entitled to the broader coverage and/or the higher limits maintained by the Agency. Any available insurance proceeds in excess of the specified minimum limits of insurance coverage shall be available to the Training Consortium.
- 8.4.** An Agency's full membership in a governmental Risk Pool in Washington State is sufficient coverage to meet the insurance requirements of this agreement.

9. Indemnification.

- 9.1.** Each Agency shall be responsible for the wrongful or negligent actions of its employees while participating in this Agreement, as their respective liability shall be subject to the laws of the State of Washington and/or federal laws, and this Agreement is not intended to diminish or expand such liability. Provided, however, each Agency, by executing this Agreement, hereby expressly appoints the Consortium Training Chief as its limited attorney-in-fact with the limited express authority to enter into and bind the Agency to liability waivers, indemnification or hold harmless agreements or releases required by third parties for the use of any training facilities, training props or private property necessary for the conduct of Training Consortium operations.
- 9.2.** Each Agency promises to indemnify, defend, and hold harmless the Training Consortium all the other Agencies from any losses, claims or liability arising from or out of the negligent or otherwise tortious actions or omissions of its employees, officers, and officials. Such liability shall be apportioned among the Agencies or other at fault persons or entities in accordance with the laws of the State of Washington. Each agency shall be solely responsible for its own attorneys' fees and any litigation related costs.
- 9.3.** Nothing herein shall be interpreted to:
- (a)** Waive any defense arising out of RCW Title 51, provided; however, each Agency agrees that its obligations under this provision extend to any claims, demands, and/or causes of action brought by or on behalf of any of its employees or agents. The foregoing indemnity is specifically and expressly intended to constitute a waiver of each Agency's immunity under Washington's Industrial Insurance Act, RCW Title 51, with respect to the other Agencies only, and only to the extent necessary to provide each Agency with full and complete indemnity of claims made by the other Agency's employees. The Agencies acknowledge that these provisions were specifically negotiated and agreed upon by them.
 - (b)** Limit the ability of a participant to exercise any right, defense, or remedy which

an Agency may have with respect to third party Agencies or the officer(s) whose action or omission give rise to loss, claim or liability, including but not limited to an assertion that the employee was acting beyond the scope of his or her employment.

- (c) Cover or require indemnification or payment of any judgment against any individual or Agency for intentionally wrongful conduct outside the scope of employment of any individual or for any judgment for punitive damages against any individual or Agency. Payment of punitive damage awards, fines or sanctions shall be the sole responsibility of the individual against whom said judgment, fine or sanction is rendered and/or his or her employer, should that employer elect to make said payment voluntarily. This agreement does not require indemnification of any punitive damage awards or for any order imposing fines or sanctions.

10. Dispute Resolution.

- 10.1.** Prior to any other action, the Administrative Board shall meet and attempt to negotiate a resolution to any dispute arising under this Agreement.
- 10.2.** If the parties are unable to resolve the dispute through negotiation, any party may demand mediation through a process to be mutually agreed to in good faith between the parties within thirty (30) days. The parties shall share equally the costs of mediation and shall be responsible for their own costs in preparation and participation in the mediation, including expert witness fees and reasonable attorneys' fees.
- 10.3.** If a mediation process cannot be agreed upon or if the mediation fails to resolve the dispute, then within thirty (30) calendar days any party may submit the matter to binding arbitration according to the procedures of the Superior Court Rules for Mandatory Arbitration , including the Local Mandatory Arbitration Rules of the King County Superior Court, King County, Washington, as amended, unless the parties agree in writing to an alternative dispute resolution process. The arbitration shall be before a disinterested arbitrator with both parties sharing equally in the cost of the arbitrator. The location of the arbitration shall be mutually agreed upon or established by the assigned Arbitrator, and the laws of the State of Washington will govern its proceedings. Each party shall be responsible for its own costs in preparing for and participating in the arbitration, including expert witness fees and reasonable attorneys' fees.
- 10.4.** Unless otherwise agreed in writing, this dispute resolution process shall be the sole, exclusive and final remedy to or for any party for any dispute regarding this Agreement, and its interpretation, application, or breach, regardless of whether the dispute is based in contract, tort, any violation of federal law, state statute or local ordinance or for any breach of administrative rule or regulation and regardless of the amount or type of relief demanded.

11. Term of Agreement.

- 11.1.** In the event any Agency shall desire to renegotiate any of the provisions of this Agreement, such Agency shall give one-year advance written notice to the other Agencies. The written notice shall specify the provision to be negotiated, the requested change and the reasons, therefore. Such requests to renegotiate shall not be considered a notice of termination.
- 11.2.** This Agreement shall be effective on January 1, 2026 and shall continue for a term of three (3) years.

12. Termination/Withdrawal.

- 12.1.** Any Agency may withdraw from this Agreement at the end of any calendar year by filing with the Administrative Board a Notice of Termination by December 31st of the preceding calendar year. In the event an Agency terminates its participation under this paragraph but the remaining Agencies continue the Agreement, the Agency that terminated its participation shall be considered a withdrawing Agency that is not entitled to any refund of its prior contributions, but it shall be entitled to reimbursement of its depreciated share of any Jointly Owned Resource and return of any equipment or property owned by the Agency and used by the Training Consortium under this Agreement.
- 12.2.** This Agreement may be terminated by consensus of a majority of the Agencies, effective the end of any calendar year, upon giving written notice thereof to the other Agencies by July 1 of the preceding year. In the event of a termination under this paragraph any Jointly Owned Resource shall be allocated among the Agencies in the manner specified in Section 5.
- 12.3.** If an Agency consolidates with another municipal or local government entity through merger, annexation, or through the creation of a Regional Fire Protection Authority, the consolidated entity shall become an Agency to this Agreement and a successor in interest to the Agency's interest on the effective date of the consolidation without any action by the remaining Agencies, unless otherwise required. The consolidated Agency shall formally assume the agreement upon formation.

13. Additional Agencies.

- 13.1.** Additional Agencies may join the South King County Fire Training Consortium when approved by a majority vote of the Administrative Board and upon approval and execution of this Interlocal Agreement.
- 13.2.** The Administrative Board may authorize one year "Associate Agency" Interlocal Agreements with municipal corporations for one-year trial participation in the South King County Fire Training Consortium. Such Associate Agencies must agree to the

indemnification, insurance and personnel provisions of this Agreement and contribute financially in accordance with the financial terms in Section 4 but shall have no interest in Jointly Owned Resources and have no administrative or decision-making authority.

14. Miscellaneous.

- 14.1. Notices.** All communications regarding this Agreement shall be sent to the parties at the addresses listed on the signature page of the Agreement, unless notified to the contrary. Any written notice hereunder shall become effective upon personal service or three (3) business days after the date of mailing by registered or certified mail via the United States Postal Service and shall be deemed sufficiently given if sent to the addressee at the address stated in this Agreement or such other address as may be hereafter specified in writing.
- 14.2. Benefits.** This Agreement is entered into for the benefit of the Agencies to this Agreement only and shall confer no benefits, direct or implied, on any third persons.
- 14.3. Severability.** If any provision of this Agreement or its application is held invalid, the remainder of this Agreement shall not be affected.
- 14.4. Amendments.** This Agreement represents the entire agreement of the Agencies regarding the subjects addressed herein. Amendments to this Agreement may be proposed by the Administrative Board or by any Agency to this Agreement. To become binding, Amendments must be made in writing and must be recommended for approval by the Administrative Board and approved by the unanimous consent of the Agencies to this Agreement. In the event that changes in federal or state law or changes in the boundaries of any or all Agencies significantly affect the performance of any Agency, the Agencies agree to enter into good faith negotiations so that continuation of the operations of the Training Consortium are not impaired.

15. Execution.

- 15.1.** This Agreement may be executed in any number of counterparts, each of which shall constitute an original, and all of which will together constitute this one Agreement.

IN WITNESS WHEREOF, the Agencies by the signatures of their authorized representatives have executed this Agreement effective upon the date of signatures.

Puget Sound Fire 20811 84th Avenue S. Kent, WA 98032 Signature: _____	APPROVED AS TO FORM: Signature: _____ Name: <u>Brian Snure</u> Title: <u>Attorney for Puget Sound Fire</u>
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Name: <u>Mark Jones, Fire Chief</u> Date: _____	
Eastside Fire and Rescue 175 Newport Way NW Issaquah, WA 98027 Signature: _____ Name: <u>Ben Lane, Fire Chief</u> Date: _____	Enumclaw Fire Department 1330 Wells Street Enumclaw, WA 98022 Signature: _____ Name: <u>Ben Hayman, Fire Chief</u> Date: _____
King County Fire District #2 900 SW 146th Street Burien, WA 98166 Signature: _____ Name: <u>Jason Gay, Fire Chief</u> Date: _____	King County Fire District #20 12424 76th Avenue S. Seattle, WA 98178 Signature: _____ Name: <u>Eric Hicks, Fire Chief</u> Date: _____
King County Fire District #27 4301 334th Place SE Fall City, WA 98024 Signature: _____ Name: <u>Brian Culp, Fire Chief</u> Date: _____	City of Kirkland Fire Department 123 _____ 5th _____ Ave Kirkland, Washington 98033 Signature: _____ Name: <u> </u> Date: _____
King County International Airport Fire Department (Boeing Field) P.O. Box 80245 7277 Perimeter Road South Seattle, WA 98108-0245 Signature: _____ Name: <u> </u> Date: _____	Mountain View Fire and Rescue 32316 148th Avenue SE Auburn, WA 98092 Signature: _____ Name: <u>Dawn Judkins, Fire Chief</u> Date: _____
Renton Regional Fire Authority 18002 108th Avenue SE	Snoqualmie Fire Department 37600 Snoqualmie Pkwy.

Renton, WA 98055 Signature: _____ Name: <u>Steve Heitman, Fire Chief</u> Date: _____	Snoqualmie, WA 98065 Signature: _____ Name: <u> </u> Date: _____
South King Fire and Rescue 31617 1st Avenue S. Federal Way, WA 98003 Signature: _____ Name: <u> </u> Date: _____	Valley Regional Fire Authority 1101 D Street NE Auburn, WA 98002 Signature: _____ Name: <u>Brad Thompson, Fire Chief</u> Date: _____
Vashon Island Fire & Rescue 10020 SW Bank Road Vashon, WA 98070 Signature: _____ Name: <u> </u> Date: _____	King County Medic One 20811 84th Ave S #102 Kent, WA 98032 Signature: _____ Name: <u> </u> Date: _____

South King County Fire Training Consortium Interlocal Agreement

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1. This Agreement is entered into in conformity with Chapter 39.34 RCW, the Interlocal Cooperation Act, as the Agencies desire to enter into an agreement to jointly establish a mutual and cooperative system for combined training resources and ensure consistent, high-quality training across all fire departments through the South King County Fire Training Consortium (“Training Consortium”).
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AGREEMENT

NOW, THEREFORE, in consideration of the mutual promises and benefits contained herein, it is agreed between the Agencies as follows:

1. **Purpose and Scope of Agreement.** The purpose and scope of this Agreement is to maintain a Training Consortium to enable joint training activities and operations. Each Agency shall retain full authority for and jurisdiction over fire protection, prevention and suppression, emergency medical services, boundaries, elections, and budgets and all other matters not specifically addressed in this Agreement.
2. **Governing Structure of Training Consortium.**

2.1. Administrative Board.

- (a) The Administrative Board shall be composed of the Fire Chief or Administrator of each Agency to this Agreement. The Administrative Board shall be responsible for:
 - (i) Overseeing administration of the fiscal arrangements as set forth in this Agreement (“Fiscal Agent”).
 - (ii) Directing, guiding, and overseeing the actions of the Operations Board.
 - (iii) Implementing the recommendations of the Training Chief; and
 - (iv) Communicating with the governing bodies of the Agencies to this Agreement.
- (b) The Administrative Board shall meet every other month. Members of the Administrative Board shall elect by majority vote a Chief to serve as presiding officer of the Administrative Board. The Chair shall serve a two-year term, which may be renewed by a majority vote. The Chair shall have responsibility to schedule the meetings of the Administrative Board, to serve as presiding officer at board meetings, to gather information and to prepare the agenda for board meetings. In the event a Chair is unable or unwilling to complete his or her term, nominations shall be accepted by the Administrative Board for a replacement Chair, who shall be elected by majority vote of the board and who shall complete the term of the resigning Chair. Each Chief shall have an equal vote on matters that come before the Administrative Board. Any decisions of the Administrative Board that involve the expenditure or obligation of an Agency’s funds shall constitute a recommendation to the governing bodies of the Agencies and shall not be effective until the governing bodies of each Agency have approved such recommendation.

2.2. Operations Advisory Team (“OAT”).

- (a) The OAT shall be composed of the Training Consortium’s Training Chief and the Operations Chiefs from each Agency to this Agreement. The OAT shall be responsible for:
 - (i) Consulting and communicating with the Training Chief on matters involving Agency operations.
 - (ii) Work with the Training Chief to establish consistency in Agency operations.
 - (iii) Work with the Training Chief to ensure the training curriculum is consistent with Agency operations.
 - (iv) A designee from the Operations Chiefs in each of Zone 1 and Zone 3 shall

report directly to the Administrative Board.

2.3. Training Consortium Chief.

- (a) The Training Consortium Chief (also referred to as “Training Chief”) shall be a Deputy Chief from Puget Sound Fire. The Training Chief will be selected by the Puget Sound Fire Chief in close consultation with the Administrative Board. The appointment will be for a period of three (3) years. This term may be amended by a majority vote of the Administrative Board. The Training Chief shall be responsible for:
 - (i) Recommending annual goals and objectives to the Administrative Board.
 - (ii) Developing common operating guidelines for all Agencies.
 - (iii) Developing common training programs, processes, and instructional materials for all Agencies.
 - (iv) Developing common training calendars for all Agencies.
 - (v) Performing such other tasks as directed by the Administrative Board.
 - (vi) Developing an annual Budget for the Training Consortium.
 - (vii) Managing the Training Consortium on a day-to-day basis.

2.4. Firefighter Training Advisory Committee “FTAC”.

- (a) The FTAC shall be composed of uniformed staff participating in the Training Consortium as appointed by the Training Chief and each agency in a manner that ensures each Agency is adequately represented. The FTAC shall be responsible for:
 - (i) Providing feedback and input to the Training Chief regarding the content of the training provided.
 - (ii) Coordinating communications between the Training Chief and the employees receiving training from the Training Consortium.

3. Joint Decision Making.

- 3.1. This Agreement does not alter the current command structure or organizational responsibilities of any Agency. However, this Agreement will allow for joint decision-making by the Administrative Board to modify command structures or organizational responsibilities relating to training within the Training Consortium.
- 3.2. Joint decision-making shall be exercised through the Administrative Board and shall

apply only to those areas specifically identified by this Agreement. The Administrative Board shall make joint decisions using the following procedure:

- (a) Joint decisions shall only be made at a meeting of the Administrative Board attended by a quorum of Agency representatives. A majority of the currently appointed Agency representatives shall constitute a quorum.
- (b) Joint decisions shall be made by a majority vote. A Chief unable to attend a meeting may vote by proxy, either by sending a designated representative or by notifying the Administrative Board of the Chief's vote via email or fax prior to the meeting or by providing a written proxy to another Chief attending the meeting.

4. Fiscal Arrangements.

- 4.1. Puget Sound Fire shall be the entity that manages the finances of the Training Consortium as part of Puget Sound Fire's annual budget.
- 4.2. On or about August 1st of each year, the Administrative Board shall approve an annual budget for the Training Consortium's operations that identifies each Agency's personnel and financial responsibilities for the following year. The financial responsibilities will be based on a cost per member as identified by the following components:
 - (a) **Training Officer Cost.** The cost of a Training Officer shall be based on the average costs of a Puget Sound Fire Battalion Chief, Captain, and Firefighter respectively.
 - (b) **Administrative Costs.** The amount shall cover Puget Sound Fire's administrative costs in managing the Training Consortium, including funds to reimburse the agency providing the Training Chief, necessary administrative support staff and other civilian positions as approved by the board.
 - (c) **Supplies and Maintenance Costs.** The amount shall cover Puget Sound Fire's costs in purchasing consumable supplies, professional services and other expenses associated with the delivery of Training.
 - (d) **Facilities Costs.** The amount shall cover the South King County Fire Training Consortium facility lease and related expenses, as well as costs associated with the use of training facilities.
 - (e) **Cost Per Member.**
$$\text{FTE Cost} + \text{Administrative Costs} + \text{Supplies and Maintenance Costs} + \text{Facility Costs} / \text{Total number of uniformed members having the rank of Battalion Chief or below} = \text{Cost per Member}.$$
 - (f) **Annual Agency Cost.** The Annual Agency Cost shall be based upon the agency's number of uniformed members having the rank of Battalion Chief or below for the budget cycle.

- (g) The Annual Agency Cost may be satisfied by contributions of personnel (at the FTE value established above), cash, use of training facilities or other services as approved by the Administrative Board.
- (h) An Agency may choose to request additional services from the Training Consortium other than those provided for their uniformed staff. These services may include training events for volunteers or use of the Learning Management System (LMS) for civilians. These additional services shall be provided at the discretion of the Training Chief and with the approval of the Administrative Board. The Training Chief will establish a fee for service that ensures the training is cost neutral for the Training Consortium.

4.3. In the event the Administrative Board determines, during the course of the year, that additional expenditures or contributions from one or more participating Agencies are necessary, the Administrative Board shall make a recommendation/request to the appropriate Agency.

4.4. In the event an Agency satisfies its Annual Agency Cost with a cash payment, the full value of such cash payment shall be made to Puget Sound Fire on or before February 1st of each year. In the event an Agency that provides personnel or equipment is entitled to receive a cash payment in return, the Training Consortium shall make such cash payment to the Agency on or before February 1st of each year.

5. **Resources.** This Agreement allows for the collaborative acquisition, use, and management of property and equipment, ("Resources"). Prior to commingling any Resources under this Agreement, all equipment and property with a value of more than \$1,000.00 used in the performance of this Agreement shall be appropriately marked and inventoried by the contributing Agency. Ownership of Resources shall remain with the Agency that purchases or provides the Resources. Jointly owned resources, if any, may be purchased pursuant to a separate agreement by the Agencies, and shall be listed in **Exhibit A** to this Agreement ("Joint Resources"). The ownership and distribution of jointly owned resources shall be governed by the following paragraphs:

- 5.1. The ownership of Joint Resources acquired after the execution of this Agreement shall be documented on **Exhibit A**. Such Joint Resources shall be owned by the Agencies to this Agreement in proportion to the financial and in-kind contribution of each Agency in the year of acquisition of such Resources ("Ownership Share").
- 5.2. If this Agreement is terminated as to all Agencies the depreciated value of the Joint Resources acquired under the terms of this Agreement shall be divided in accordance with the Ownership Share.
- 5.3. In the event an Agency withdraws from this Agreement, such Agency shall be entitled

to receive the depreciated value of its Ownership Share in the Joint Resources as determined in the sole reasonable discretion of the Administrative Board.

6. Personnel. Each Agency shall cooperate with the Administrative Board and shall allow its employees("Training Personnel") to perform the functions as assigned by the Training Chief exercising authority under this Agreement.

- 6.1.** The Training Chief shall have the authority to determine the working location and conditions for Training Personnel when assigned to the Training Consortium. Through the joint decision-making process as defined herein, the Agencies may be asked to fill positions or roles not currently staffed within any of the Agencies. Such assignments, if they do not create additional financial responsibilities or litigation impacts for an Agency, shall be controlled by the Administrative Board and shall not require further approval by any Agency.
- 6.2.** Each Agency shall remain as the employer of its own Training Personnel and shall be responsible for establishing and paying Training Personnel compensation and benefits.
- 6.3.** It is understood by the Agencies that the services provided by Training Personnel pursuant to this Agreement will mutually benefit each Agency in proportion to the benefits received by that Agency.
- 6.4.** The Training Chief shall establish the chain of command for Training Personnel under this Agreement. However, the responsibility for hiring, evaluating, firing, and disciplining Training Personnel shall remain with the employing Agency. An employing Agency may seek input from the Administrative Board in hiring, evaluating, firing, or disciplining Training Personnel, but such guidance shall be optional and non-binding on the Agency seeking guidance.
- 6.5.** Training Personnel filling a shared functional position will be provided an explanation of roles, responsibilities, duties, and expectations of the shared position prepared by the Training Chief.
- 6.6.** To the extent this Agreement would result in any personnel changes that affect the wages, benefits or working conditions of any represented employees, the Training Chief shall assist the governing body of the affected employing Agencies and the affected bargaining units to address such impacts prior to the implementation of the change.

7. Training Consortium Chief.

- 7.1.** Puget Sound Fire agrees to hire and staff the Training Consortium Chief position. The agencies intend that the best candidate will be selected by the Puget Sound Fire Chief to serve as the Training Consortium Chief as contemplated by this Agreement.

- (a) Puget Sound Fire will remain the employer of the Training Chief. Accordingly, Puget Sound Fire shall be solely responsible for all matters related to the Training Chief's human resource management, performance appraisals, employee relations, work related practices, performance effectiveness and responsiveness, conformance with Training Consortium expectations, and discipline. The Administrative Board will also provide feedback concerning the performance of the said Training Chief to the Puget Sound Fire Chief.

8. Insurance.

- 8.1. Each Agency agrees to procure and maintain for the duration of this Agreement, and at its sole cost and expense, insurance against claims for injuries to persons or damage to property which may arise from activities related to this Agreement. Each Agency shall provide the Training Consortium with a Certificate of Insurance and appropriate endorsement, naming the South King County Fire Training Consortium as a primary, non-contributory additional insured. Any agency that is self-insured will provide a letter of self-insurance as Evidence of Coverage.

- 8.2. Each Agency shall procure and maintain the following insurance coverage and policy limits:

- (a) Commercial General Liability insurance shall be written with limits no less than \$2,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit. Insurance coverage shall be written on Insurance Services Office (ISO) occurrence form CG 00 01, or a substitute form providing equivalent coverage.

An Agency may use Umbrella or Excess policies to provide the liability limits as required in this Agreement. The policies shall be provided on a true "following form" or broader coverage basis, with coverage at least as broad as provided on the underlying Commercial General Liability insurance.

- (b) Automobile Liability insurance covering all automobiles—owned, hired, or non-owned—used in performance of this Agreement, with limits no less than \$2,000,000 per accident for bodily injury and property damage.
- (c) Workers' Compensation coverage for the employees of an Agency and any subcontractors as required by the industrial insurance laws of the State of Washington.

- 8.3. If an Agency maintains broader coverage and/or higher policy limits than the minimums shown above, the Training Consortium requires and shall be entitled to the broader coverage and/or the higher limits maintained by the Agency. Any available insurance proceeds in excess of the specified minimum limits of insurance coverage shall be

available to the Training Consortium.

- 8.4.** An Agency's full membership in a governmental Risk Pool in Washington State is sufficient coverage to meet the insurance requirements of this agreement.

9. Indemnification.

- 9.1.** Each Agency shall be responsible for the wrongful or negligent actions of its employees while participating in this Agreement, as their respective liability shall be subject to the laws of the State of Washington and/or federal laws, and this Agreement is not intended to diminish or expand such liability. Provided, however, each Agency, by executing this Agreement, hereby expressly appoints the Consortium Training Chief as its limited attorney-in-fact with the limited express authority to enter into and bind the Agency to liability waivers, indemnification or hold harmless agreements or releases required by third parties for the use of any training facilities, training props or private property necessary for the conduct of Training Consortium operations.
- 9.2.** Each Agency promises to indemnify, defend, and hold harmless the Training Consortium all the other Agencies from any losses, claims or liability arising from or out of the negligent or otherwise tortious actions or omissions of its employees, officers, and officials. Such liability shall be apportioned among the Agencies or other at fault persons or entities in accordance with the laws of the State of Washington. Each agency shall be solely responsible for its own attorneys' fees and any litigation related costs.
- 9.3.** Nothing herein shall be interpreted to:
- (a)** Waive any defense arising out of RCW Title 51, provided; however, each Agency agrees that its obligations under this provision extend to any claims, demands, and/or causes of action brought by or on behalf of any of its employees or agents. The foregoing indemnity is specifically and expressly intended to constitute a waiver of each Agency's immunity under Washington's Industrial Insurance Act, RCW Title 51, with respect to the other Agencies only, and only to the extent necessary to provide each Agency with full and complete indemnity of claims made by the other Agency's employees. The Agencies acknowledge that these provisions were specifically negotiated and agreed upon by them.
 - (b)** Limit the ability of a participant to exercise any right, defense, or remedy which an Agency may have with respect to third party Agencies or the officer(s) whose action or omission give rise to loss, claim or liability, including but not limited to an assertion that the employee was acting beyond the scope of his or her employment.
 - (c)** Cover or require indemnification or payment of any judgment against any

individual or Agency for intentionally wrongful conduct outside the scope of employment of any individual or for any judgment for punitive damages against any individual or Agency. Payment of punitive damage awards, fines or sanctions shall be the sole responsibility of the individual against whom said judgment, fine or sanction is rendered and/or his or her employer, should that employer elect to make said payment voluntarily. This agreement does not require indemnification of any punitive damage awards or for any order imposing fines or sanctions.

10. Dispute Resolution.

- 10.1.** Prior to any other action, the Administrative Board shall meet and attempt to negotiate a resolution to any dispute arising under this Agreement.
- 10.2.** If the parties are unable to resolve the dispute through negotiation, any party may demand mediation through a process to be mutually agreed to in good faith between the parties within thirty (30) days. The parties shall share equally the costs of mediation and shall be responsible for their own costs in preparation and participation in the mediation, including expert witness fees and reasonable attorneys' fees.
- 10.3.** If a mediation process cannot be agreed upon or if the mediation fails to resolve the dispute, then within thirty (30) calendar days any party may submit the matter to binding arbitration according to the procedures of the Superior Court Rules for Mandatory Arbitration, including the Local Mandatory Arbitration Rules of the King County Superior Court, King County, Washington, as amended, unless the parties agree in writing to an alternative dispute resolution process. The arbitration shall be before a disinterested arbitrator with both parties sharing equally in the cost of the arbitrator. The location of the arbitration shall be mutually agreed upon or established by the assigned Arbitrator, and the laws of the State of Washington will govern its proceedings. Each party shall be responsible for its own costs in preparing for and participating in the arbitration, including expert witness fees and reasonable attorneys' fees.
- 10.4.** Unless otherwise agreed in writing, this dispute resolution process shall be the sole, exclusive and final remedy to or for any party for any dispute regarding this Agreement, and its interpretation, application, or breach, regardless of whether the dispute is based in contract, tort, any violation of federal law, state statute or local ordinance or for any breach of administrative rule or regulation and regardless of the amount or type of relief demanded.

11. Term of Agreement.

- 11.1.** In the event any Agency shall desire to renegotiate any of the provisions of this Agreement, such Agency shall give one-year advance written notice to the other Agencies. The written notice shall specify the provision to be negotiated, the

requested change and the reasons, therefore. Such requests to renegotiate shall not be considered a notice of termination.

- 11.2.** This Agreement shall be effective on January 1, 2026 and shall continue for a term of three (3) years.

12. Termination/Withdrawal.

- 12.1.** Any Agency may withdraw from this Agreement at the end of any calendar year by filing with the Administrative Board a Notice of Termination by December 31st of the preceding calendar year. In the event an Agency terminates its participation under this paragraph but the remaining Agencies continue the Agreement, the Agency that terminated its participation shall be considered a withdrawing Agency that is not entitled to any refund of its prior contributions, but it shall be entitled to reimbursement of its depreciated share of any Jointly Owned Resource and return of any equipment or property owned by the Agency and used by the Training Consortium under this Agreement.
- 12.2.** This Agreement may be terminated by consensus of a majority of the Agencies, effective the end of any calendar year, upon giving written notice thereof to the other Agencies by July 1 of the preceding year. In the event of a termination under this paragraph any Jointly Owned Resource shall be allocated among the Agencies in the manner specified in Section 5.
- 12.3.** If an Agency consolidates with another municipal or local government entity through merger, annexation, or through the creation of a Regional Fire Protection Authority, the consolidated entity shall become an Agency to this Agreement and a successor in interest to the Agency's interest on the effective date of the consolidation without any action by the remaining Agencies, unless otherwise required.

13. Additional Agencies.

- 13.1.** Additional Agencies may join the South King County Fire Training Consortium when approved by a majority vote of the Administrative Board and upon approval and execution of this Interlocal Agreement.
- 13.2.** The Administrative Board may authorize one year "Associate Agency" Interlocal Agreements with municipal corporations for one-year trial participation in the South King County Fire Training Consortium. Such Associate Agencies must agree to the indemnification, insurance and personnel provisions of this Agreement and contribute financially in accordance with the financial terms in Section 4 but shall have no interest in Jointly Owned Resources and have no administrative or decision-making authority.

14. Miscellaneous.

- 14.1. Notices.** All communications regarding this Agreement shall be sent to the parties at the addresses listed on the signature page of the Agreement, unless notified to the contrary. Any written notice hereunder shall become effective upon personal service or three (3) business days after the date of mailing by registered or certified mail via the United States Postal Service and shall be deemed sufficiently given if sent to the addressee at the address stated in this Agreement or such other address as may be hereafter specified in writing.
- 14.2. Benefits.** This Agreement is entered into for the benefit of the Agencies to this Agreement only and shall confer no benefits, direct or implied, on any third persons.
- 14.3. Severability.** If any provision of this Agreement or its application is held invalid, the remainder of this Agreement shall not be affected.
- 14.4. Amendments.** This Agreement represents the entire agreement of the Agencies regarding the subjects addressed herein. Amendments to this Agreement may be proposed by the Administrative Board or by any Agency to this Agreement. To become binding, Amendments must be made in writing and must be recommended for approval by the Administrative Board and approved by the unanimous consent of the Agencies to this Agreement. In the event that changes in federal or state law or changes in the boundaries of any or all Agencies significantly affect the performance of any Agency, the Agencies agree to enter into good faith negotiations so that continuation of the operations of the Training Consortium are not impaired.

15. Execution.

- 15.1.** This Agreement may be executed in any number of counterparts, each of which shall constitute an original, and all of which will together constitute this one Agreement.

IN WITNESS WHEREOF, the Agencies by the signatures of their authorized representatives have executed this Agreement effective upon the date of signatures.

Puget Sound Fire 20811 84th Avenue S. Kent, WA 98032 Signature: _____ Name: <u>Brian Carson, Fire Chief</u> Date: _____	APPROVED AS TO FORM: Signature: _____ Name: <u>Brian Snure</u> Title: <u>Attorneys for Puget Sound Fire</u>
Eastside Fire and Rescue 175 Newport Way NW Issaquah, WA 98027	Enumclaw Fire Department 1330 Wells Street Enumclaw, WA 98022

Signature: _____ Name: <u>Ben Lane, Fire Chief</u> Date: _____	Signature: _____ Name: <u>Ben Hayman, Fire Chief</u> Date: _____
King County Fire District #2 900 SW 146th Street Burien, WA 98166 Signature: _____ Name: <u>Jason Gay, Fire Chief</u> Date: _____	King County Fire District #20 12424 76th Avenue S. Seattle, WA 98178 Signature: _____ Name: <u>Eric Hicks, Fire Chief</u> Date: _____
King County Fire District #27 4301 334th Place SE Fall City, WA 98024 Signature: _____ Name: <u>Brian Culp, Fire Chief</u> Date: _____	City of Kirkland Fire Department 123 5th Ave Kirkland, Washington 98033 Signature: _____ Name: <u> </u> Date: _____
King County International Airport Fire Department (Boeing Field) P.O. Box 80245 7277 Perimeter Road South Seattle, WA 98108-0245 Signature: _____ Name: <u>Jonathan Youngblood, Polic Chief</u> Date: _____	Mountain View Fire and Rescue 32316 148th Avenue SE Auburn, WA 98092 Signature: _____ Name: <u>Dawn Judkins, Fire Chief</u> Date: _____
Renton Regional Fire Authority 18002 108th Avenue SE Renton, WA 98055 Signature: _____ Name: <u>Steve Heitman, Fire Chief</u> Date: _____	Snoqualmie Fire Department 37600 Snoqualmie Pkwy. Snoqualmie, WA 98065 Signature: _____ Name: <u>Mark Bailey, Fire Chief</u> Date: _____

South King Fire and Rescue 31617 1st Avenue S. Federal Way, WA 98003 Signature: _____ Name: <u> , Fire Chief </u> Date: _____	Valley Regional Fire Authority 1101 D Street NE Auburn, WA 98002 Signature: _____ Name: <u> Brad Thompson, Fire Chief </u> Date: _____
Vashon Island Fire & Rescue 10020 SW Bank Road Vashon, WA 98070 Signature: _____ Name: <u> Ben Davidson, Fire Chief </u> Date: _____	King County Medic One 20811 84th Ave S #102 Kent, WA 98032 Signature: _____ Name: <u> </u> Date: _____

EXHIBIT A
JOINTLY OWNED RESOURCES

RESOLUTION NO. XXXX**A RESOLUTION OF THE CITY OF SNOQUALMIE, WASHINGTON, APPROVING AN INTERLOCAL AGREEMENT WITH SOUTH KING COUNTY FIRE TRAINING CONSORTIUM (SKCFTC).**

WHEREAS, the Snoqualmie Fire department has been a member of the South King County Fire Training Consortium (SKCFTC) since 2019; and

WHEREAS, the SKCFTC provides a high level of mandated training for the department members at an economical and efficient cost; and

WHEREAS, the SKCFTC creates an annual training calendar, produces and tracks required annual training, hosts quarterly in person training, provides subject matter experts to deliver training, sponsors classes for additional certification for department members; and

WHEREAS, the SKCFTC wishes to update the Interlocal Agreement (ILA) for member agencies; and

WHEREAS, the updates to the 2023-2025 ILA are administrative in nature and do not alter the department's current financial commitment other than normal inflationary increases.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Snoqualmie as follows:

SECTION 1. Authorization. The Mayor is authorized to execute the 2026-2029 South King County Fire Training Consortium Interlocal Agreement.

SECTION 2. Corrections by the City Clerk. Upon approval of the City Attorney, the City Clerk is authorized to make necessary corrections to this resolution, including the correction of clerical errors; references to other local, state or federal laws, codes, rules, or regulations, or resolution numbering and section/subsection numbering.

PASSED by the City Council of the City of Snoqualmie, Washington, this ____ day of _____
2025.

Katherine Ross, Mayor

Attest:

Deana Dean, City Clerk

CITY OF SNOQUALMIE
FIRE DEPARTMENT

QUARTERLY REPORT

PERFORMANCE FROM
JULY - SEPT 2025



ABOUT

THE SNOQUALMIE FIRE DEPARTMENT IS A DEDICATED GROUP OF COMMUNITY SERVANTS COMMITTED TO CONTINUOUS IMPROVEMENT AND EXCELLENCE.

The Snoqualmie Fire Department serves the residents and visitors to the City of Snoqualmie and surrounding area. The fire department responded to 1,715 incidents in 2024 from its centrally located fire station. The department is staffed with sixteen career firefighter/EMTs and twelve volunteer EMS responders.

The Department is one of eight accredited fire departments in the State of Washington, and the only volunteer / career fire department. Across the United States there are 326 accredited agencies that cover 14% of the US population. Only 1% of the Nation's fire departments are accredited. The Snoqualmie Fire Department received its second accreditation in 2024, valid for five years until 2029.



GOALS AND OBJECTIVES

JULY - SEPT 2025

This section tracks the progress on the department's goals and objectives, and is derived from the department's strategic plan and accreditation recommendations. These goals and objectives are part of a living document, but designed to be accomplished in a strategic and efficient manner.

Not Started

In Progress

On Hold

Completed

ACCREDITATION RECOMMENDATIONS

	Recommendations	Status
	#1 Agency work with city admin to develop a formalized process for recognizing and reacting to changes in legal requirements of local, state, and federal governments. (CC 1A.2)	
	#2 Agency work with city administration to update the Snoqualmie Municipal Code, Chapter 2.32. (1B.2)	
	#3 The agency should continually monitor call volume and response times within its identified planning and risk analysis zones, and reconfigure the zones as needed to optimize emergency incident response performance. (CC 2A.4)	- researched and selected product for data analysis and response statistics - Denied funding in 2025. Will re-submit in early 2026
	#4 The agency should document and adopt a formal methodology for identifying, accessing, categorizing and classifying all risk throughout the community. (CC 2B.1)	

GOALS AND OBJECTIVES

CONTINUED

	Accreditation Recommendations	Status
	#5 The agency should develop an outlier policy for data analysis. (CC 2C.2)	Created outlier policy 4th qtr 2024
	#6 It is recommended that the agency continually assess its operating environment to determine if existing resources can continue to provide adequate response performance with its workload expectations.	- researched and selected product for data analysis and response statistics - Denied funding in 2025. Will re-submit in early 2026
	#7 As part of its SOC continuous improvement plan, the agency should conduct a reliability study to evaluate unit availability and any impacts mutual aid responses may have on response times within Snoqualmie. (CC 2D.7)	- Researched and found a software product to provide continuous monitoring and reports for accreditation data to include unit reliability and mutual aid. - Paused due to budget constraints. Will revisit in fall 2025 - Funding denied in 2025. Will re-submit in early 2026
	#8 The agency should conduct the process to develop a strategic plan that incorporates current organizational initiatives, goals and objectives, includes internal and external stakeholder feedback, and is submitted to the agency having jurisdiction. (CC 3A.1)	Strategic Plan was completed in Nov of 2024 and adopted by City Council January 2025

GOALS AND OBJECTIVES

CONTINUED

	Accreditation Recommendations	Status
	#9 The agency should identify funding requirements as part of its strategic plan development and update for inclusion in the 2025-2026 budget submission, to support achievement of organizational goals and objectives. (CC 4A.7)	• Unable to complete for 2025-2026 budget due to timing of strategic plan completion • Will utilize for the 2027-2029 budget process
	#10 The agency will continue to monitor growth and develop a formal wildland urban interface program. (CC 5K.1)	• purchased used brush truck
	#11 The agency policies related to human resource administrative policies and practices are reviewed and updated annually. (7A.3)	• Currently in process by HR • Policies completed 10/25

GOALS AND OBJECTIVES

CONTINUED

Not Started

In Progress

On Hold

Completed

STRATEGIC PLAN GOALS AND OBJECTIVES

	Strategic Plan Goal 1	Status
	1.1 Evaluate all positions to determine need for realignment or reorganization.	
	1.2 Incentivizing the acting officer program to encourage participation.	
	1.3 Develop and adopt a professional development plan for all staff, to include succession planning.	
	1.4 With city admin/HR, conduct comprehensive compensation study for all positions to include wages, benefits, and working conditions.	
	1.5 Develop a process for recognition of major milestones of staff (end of probation, promotions, educational achievements, banquet).	

GOALS AND OBJECTIVES

CONTINUED

CONTINUED

	Strategic Plan Goal 2	Status
	2.1 Analyze current wildland program to determine it meets the needs of the city and region.	
	2.2 Use analysis to determine future needs and budget requirements of wildland program.	
	2.3 Build out city and regional response plans based on new equipment obtained to mitigate wildland risk in the community.	• purchased used brush truck
	2.4 Provide appropriate training and knowledge on new wildland resources and programs.	
	2.5 Establish a wildland/urban interface public education program.	
	2.6 Evaluate if the expansion of the wildland program, resources, and public education met the original needs identified.	

GOALS AND OBJECTIVES

CONTINUED

CONTINUED

	Strategic Plan Goal 3	Status
	3.1 Implement a system to determine and define the resource needs of the department.	
	3.2 Form committees to research, develop ideas, and design targeted acquisitions.	
	3.3 Provide appropriate training and knowledge on new resources.	
	3.4 Evaluate the physical resource process and if resources met original needs identified through needs assessment.	

GOALS AND OBJECTIVES

CONTINUED

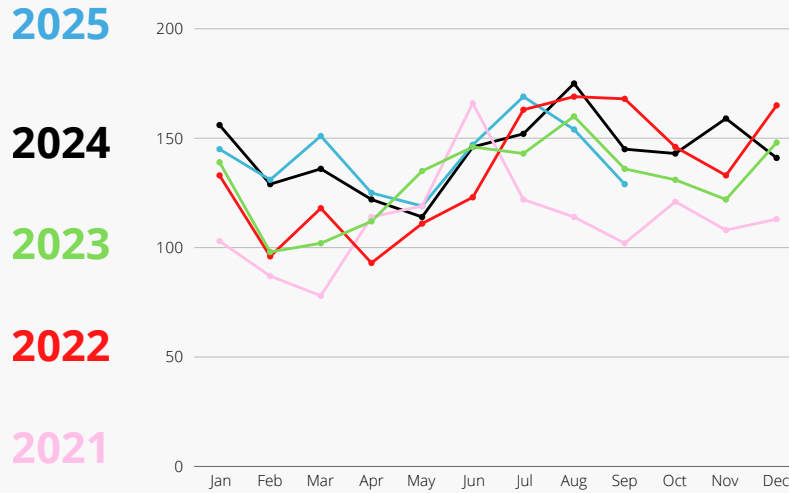
CONTINUED

	Strategic Plan Goal 4	Status
	4.1 Enhance communication with the community to improve public education and interactions.	
	4.2 Educate the city council on fire department operations and create buy-in to critical future needs and goals.	
	4.3 Strengthen connections with City of Snoqualmie departments through ongoing communications and joint operations.	
	4.4 Work with partner fire departments to leverage economies of scale, reducing duplication of effort and improving interagency cooperation.	

INCIDENTS

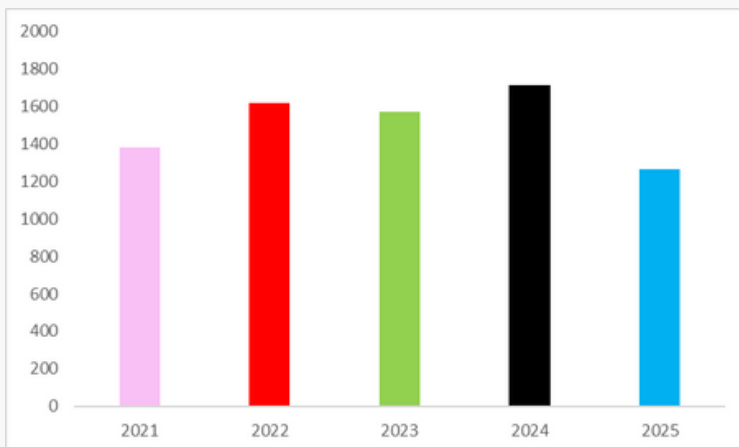
JULY - SEPT 2025

Incidents Per Month



Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	103	87	78	114	119	166	122	114	102	121	108	112
2022	133	96	118	93	111	123	163	169	168	146	133	165
2023	139	98	102	112	135	146	143	160	136	131	120	165
2024	158	131	135	122	114	140	152	175	145	143	159	141
2025	145	131	151	125	119	147	169	154	129			

Incidents Per Year

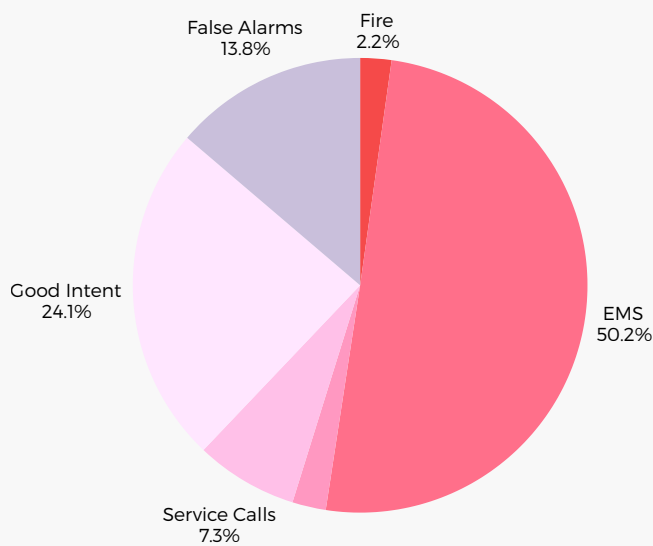


2021	2022	2023	2024	2025
1380	1611	1572	1715	1270

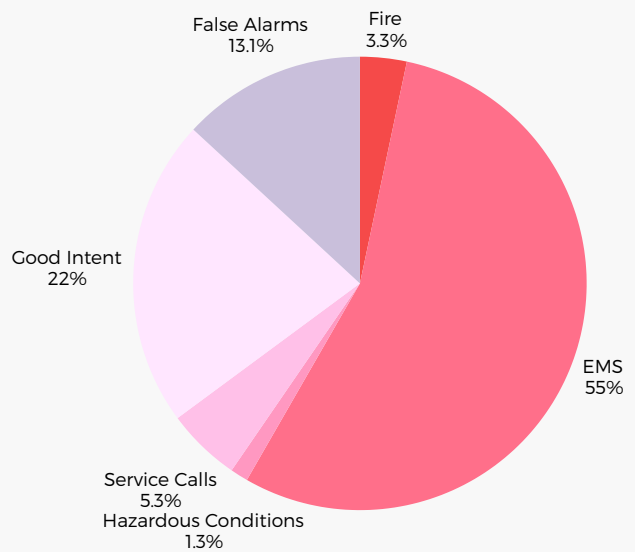
INCIDENTS

CONTINUED

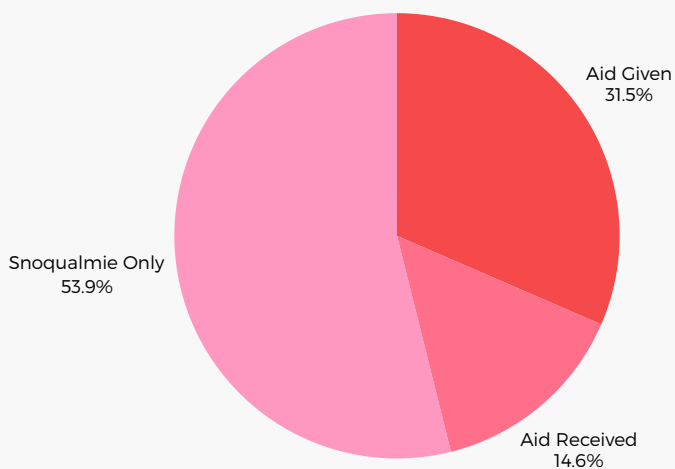
2024 Total Annual Incidents by type



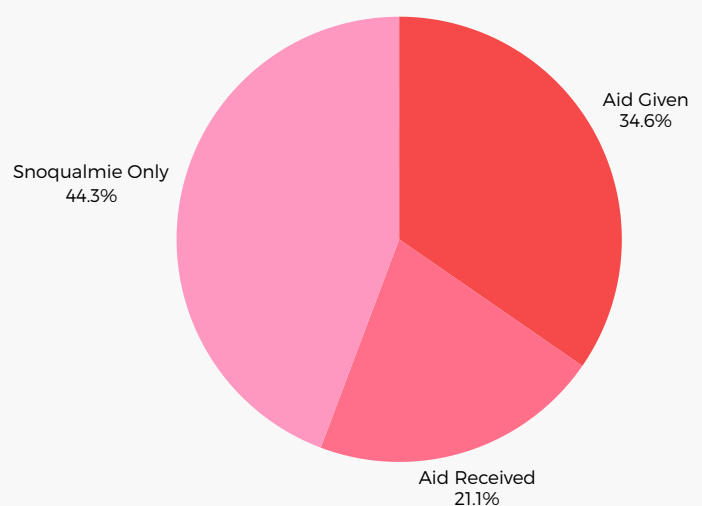
2025 Total Annual Incidents by type



2024 Annual Mutual Aid Given/Received



2025 Annual Mutual Aid Given/Received



INCIDENTS

CONTINUED

2025 Mutual Aid Given

Department	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Eastside Fire and Rescue	117	114	142		373
KCFD #27 Fall City	9	9	16		34
Other	4	1	3		8

2025 Mutual Aid Received

Department	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Eastside Fire and Rescue	50	56	47		153
KCFD #27 Fall City	14	16	16		46
Other	1	2	4		7
Large Incident (2 or more outside units)	7	1	1		9

INCIDENTS

CONTINUED

Calls versus Units Mutual Aid Given

	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Number of Calls ESFR Responded to Snoqualmie	50	56	47		153
Number of Units ESFR Responded With to Snoqualmie	97	92	104		293
Number of Calls Snoqualmie responded to in ESFR	117	114	142		373
Number of Units Snoqualmie Responded with to ESFR	121	115	144		380

Transports by Snoqualmie

Area of Call	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Snoqualmie	84	81	92		257
Eastside Fire and Rescue	11	8	7		26
KCFD #27 Fall City	0	0	2		2

PERFORMANCE MEASURES

JULY - SEPT 2025

The fire department tracks multiple performance measures to evaluate the agency's response to calls for service in our jurisdiction. These measures are compiled quarterly, and are compared to the previous year's data to look for trends and areas of improvement. Two of the performance measures that are evaluated are turnout times and travel times.

Turnout time is the time from when the call is received by the station to when the unit goes en-route. This time is influenced by factors such as location of personnel within the station, time of day, and whether the crew needs to don protective gear before responding.

Travel time is the amount of time it takes the unit to arrive on scene after leaving the station. This time is influenced by factors such as distance from the station, traffic patterns and weather conditions.

PERFORMANCE MEASURES

TURNOUT TIME

2025 APPARATUS TURNOUT TIMES WITHIN THE CITY													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
0:0-0:29	6	8	12	12	7	15	21	16	15				112
0:30-0:59	26	18	22	25	16	24	25	26	23				205
1:00-1:29	32	32	34	24	27	32	29	30	21				261
1:30-1:59	13	5	15	3	9	4	9	1	6				65
2:00-2:59	0	0	0	0	5	1	2	3	1				12

90TH PERCENTILE (MM:SS)							
Quarter	2022	2023	2024	2025		Year	Annual 90th percentile
1st Qtr	1:35	1:35	1:50	1:38		2022	1:34
2nd Qtr	1:38	1:32	1:35	1:33		2023	1:35
3rd Qtr	1:31	1:38	1:37	1:30		2024	1:40
4th Qtr	1:32	1:44	1:36			2025	1:34

PERFORMANCE MEASURES

TRAVEL TIME

2025 APPARATUS TRAVEL TIMES WITHIN THE CITY

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
0:00-3:59	22	22	28	32	26	35	36	28	28				257
4:00-7:59	47	33	43	27	30	32	41	32	27				312
8:00-11:59	2	3	6	0	3	4	4	5	3				30
12:00-15:59	0	0	0	1	0	0	0	1	0				2
16:00-29:59	0	0	0	0	1	0	0	0	0				1

90TH PERCENTILE (MM:SS)

Quarter	2022	2023	2024	2025	Year	Annual 90th percentile
1st Qtr	7:20	7:23	8:21	7:04	2022	7:26
2nd Qtr	6:42	8:16	7:08	6:48	2023	7:34
3rd Qtr	7:58	7:36	7:08	7:27	2024	7:23
4th Qtr	7:10	7:36	7:29		2025	7:02

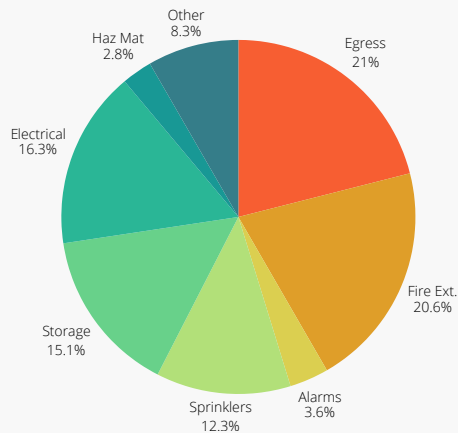
FIRE INSPECTIONS

JULY - SEPT 2025

Beginning in 2017 the fire department began performing the majority of the fire and life safety inspections for businesses in the city. The building department has the overall responsibility and handles the more complex inspections, but the two departments work together to complete inspections as well as provide advice and resources for discrepancies found. Occupancies are inspected on a rotating 3-year basis, based upon risk and occupancy type. High risk occupancies get inspected annually, moderate risk occupancies on a biennial cycle, and low-risk every three years. The most common violations found are extension cords being used improperly, faulty emergency lighting, and extinguishers missing or improperly maintained. Inspections are assigned to the crews quarterly, with each shift being responsible for the initial and re-inspections.

INSPECTIONS COMPLETED				
1st Qtr	2nd Qtr	3rd qtr	4th qtr	Year to Date
22	50	57		129

Most Common Violations (Compiled annually)



Violation Definitions

Egress - Egress blocked or not marked

Fire Extinguishers - out of date, not enough, not right type

Alarms - alarm system not inspected annually

Sprinklers - sprinkler system not inspected annually

Storage - improper storage, too close to ceiling or panel

Electrical - extension cords used for permanent wiring

HazMat - Improper storage

Other- Violation not normally seen

PROPERTY LOST / SAVED

JULY - SEPT 2025

For reporting purposes, fire loss is broken into two categories: property and contents. Property describes physical properties such as cars, house, etc. Contents describe items that are not part of the structure but perish in the incident. Both categories are combined together to determine total property loss, and more importantly, total property saved.

2025 3rd Quarter Fire Loss

Incident Date	Fire Type	Property Value	Property Loss	Content value	Content Loss
0	0	0	0	0	0
Totals	0	0	0	0	0

2025 Annual Property Saved

Property Risked	Property Saved	Percentage Saved
\$953,000	\$952,800	99.9%