



PUBLIC SAFETY COMMITTEE & COMMITTEE OF THE WHOLE MEETING AGENDA

Monday, May 19, 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.

Press *9 to raise your hand to speak. Raising your hand signals the meeting moderator that you have a comment.

Press *6 to mute and unmute.

Join by Internet: To watch the meeting over the internet via your computer, follow these steps:

- 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**
- 4) Please confirm that your audio works prior to participating.

CALL TO ORDER & ROLL CALL

AGENDA APPROVAL

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

MINUTES

- [1.](#) Approval of the minutes dated April 21, 2025.

DISCUSSION

- [2.](#) Fire Department 1st Quarter Accreditation Report (Information Only)
3. Fire Engine Update
4. Traffic
5. Opioid Funding

NEW BUSINESS

ITEMS FOR FUTURE DISCUSSION

ADJOURNMENT



PUBLIC SAFETY COMMITTEE & COMMITTEE OF THE WHOLE MEETING MINUTES APRIL 21, 2025

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

CALL TO ORDER & ROLL CALL - Chair Rob Wotton called the meeting 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; Gary Horejsi, Interim Police Chief; Mike Bailey, Fire Chief; Deana Dean, City Clerk; Drew Bouta, Finance Director; Janna Walker, Budget Manager (remote); Danna McCall, Communications Coordinator; and Andrew Jongekryg, IT Support.

AGENDA APPROVAL – It was moved by CM Cotton, seconded by CM Christensen to approve the agenda which passed unanimously.

PUBLIC COMMENTS –

- Those who spoke regarding e-bikes were:
 - Laura Clark of Snoqualmie
 - Joanne Dyer of Snoqualmie
 - Charles Vision of Snoqualmie
 - Jesse Smith of North Bend

MINUTES

1. It was moved by CM Cotton, seconded by CM Christensen to approve the minutes dated March 17, 2025, which passed unanimously.

DISCUSSION

2. e-Bike discussion and presentation by Interim Police Chief Gary Horejsi. Questions and discussion followed.

NEW BUSINESS – There was no new business items.

ITEMS FOR FUTURE DISCUSSION – CM Wotton added new technologies, use of drones, and scheduling next joint public safety meeting with North Bend.

ADJOURNMENT

The meeting was adjourned at 5:52 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.

CITY OF SNOQUALMIE
FIRE DEPARTMENT

QUARTERLY REPORT

PERFORMANCE FROM
JAN -MAR 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 till 2029.



GOALS AND OBJECTIVES

JAN - MAR 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 RECOMENDATIONS

	Recomendations	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 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)	
	#4 The agency 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 develop an outlier policy for data analysis. (CC 2C.2)	<ul style="list-style-type: none"> Created outlier policy 4th qtr 2024
	#7 As part of its SOC continuous improvement plan, the agency conduct a reliability study to evaluate unit availability and any impacts mutual aid responses may have on response times within Snoqualmie. (CC 2D.7)	<ul style="list-style-type: none"> 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
	#8 The agency 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)	<ul style="list-style-type: none"> Strategic Plan was completed in Nov of 2024 and adopted by City Council January 2025
	#9 The agency 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)	<ul style="list-style-type: none"> Unable to complete for 2025-2026 budget due to timing of strategic plan completion Will utilize for the 2027-2029 budget process

GOALS AND OBJECTIVES

CONTINUED

	Accreditation Recommendations	Status
	#10 The agency will continue to monitor growth and develop a formal wildland urban interface program. (CC 5K.1)	
	#11 The agency policies related to human resource administrative policies and practices are reviewed and updated annually. (7A.3)	<ul style="list-style-type: none">• Currently in process by HR• Policies completed. Out to City unions for reviews

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.	
	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

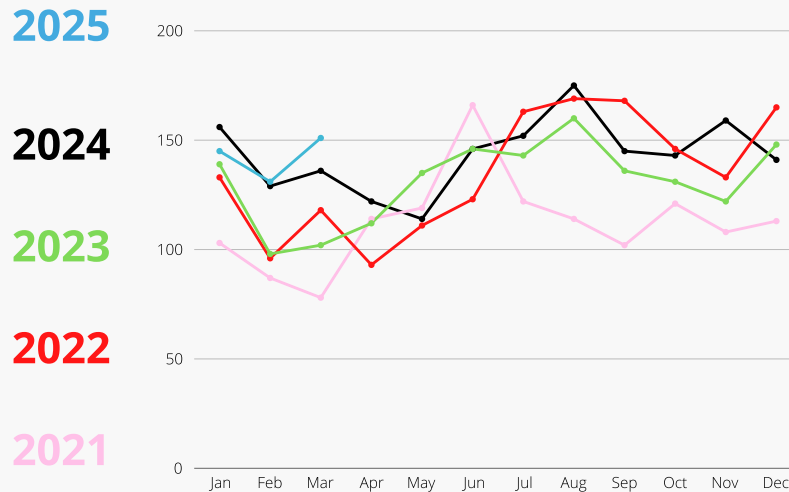
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	Strategic Plan Goal 4	Status
	4.1 Enhance communication with the community to improve public education and interactions.	
	4.2 Educate the city council on fire department operations and create buy-in to critical future needs and goals.	
	4.3 Strengthen 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

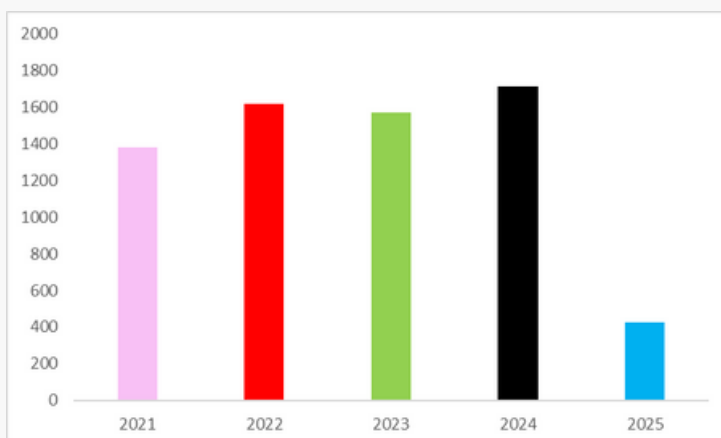
JAN - MAR 2025

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									

Incidents Per Year

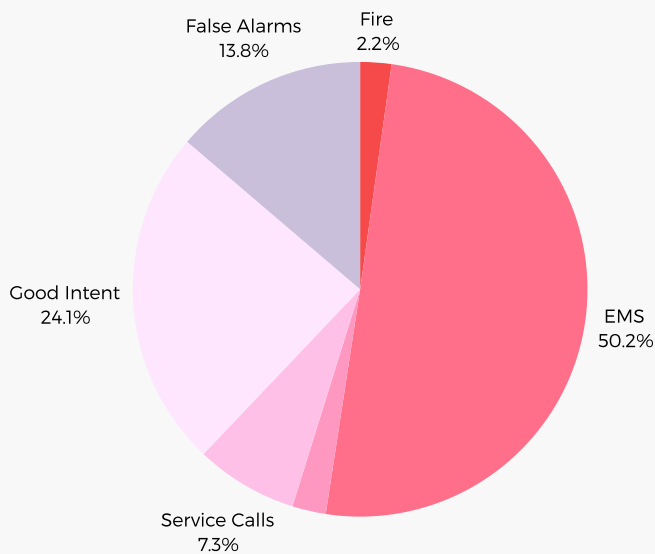


2021	2022	2023	2024	2025
1380	1611	1572	1715	427

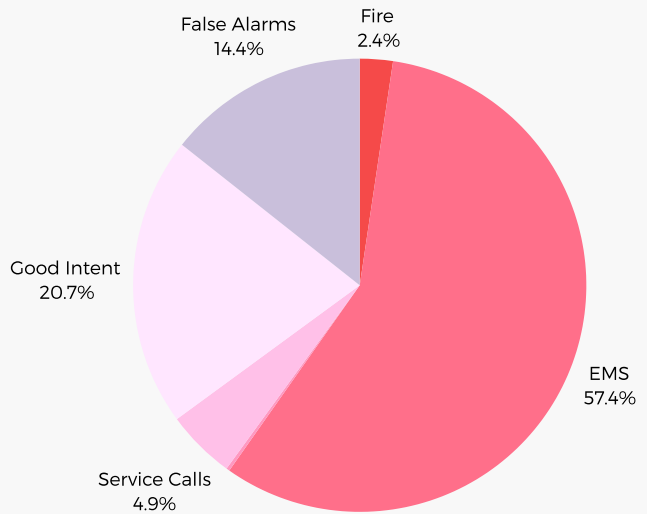
INCIDENTS

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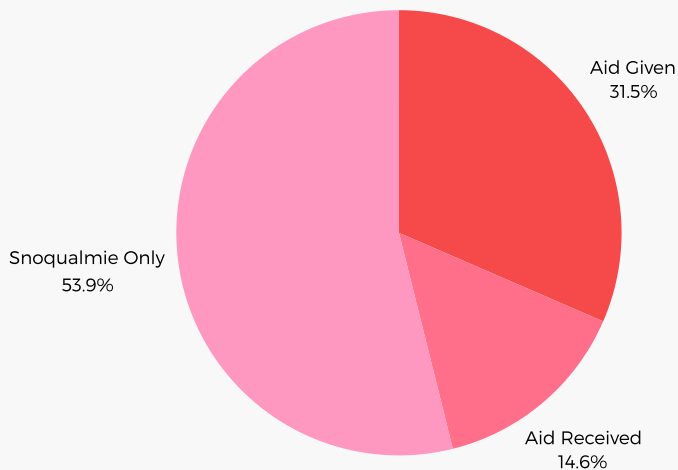
2024 Total Annual
Incidents by type



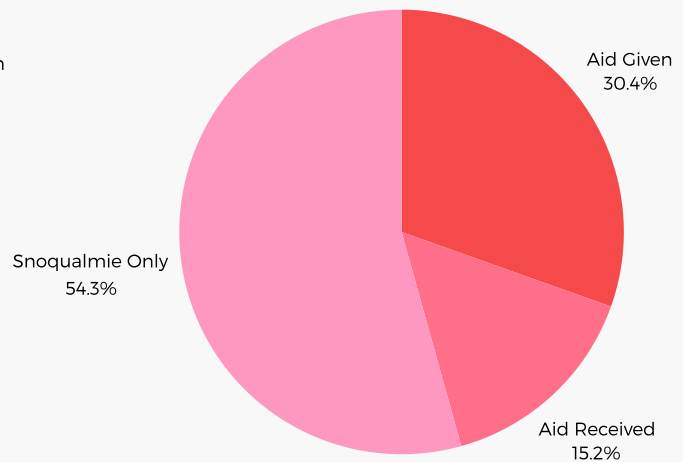
2025 Total Annual
Incidents by type



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				117
KCFD #27 Fall City	9				9
Other	4				4

2025 Mutual Aid Received

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

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				50
Number of Units ESFR Responded With to Snoqualmie	97				97
Number of Calls Snoqualmie responded to in ESFR	117				117
Number of Units Snoqualmie Responded with to ESFR	121				121

Transports by Snoqualmie

Area of Call	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Snoqualmie	84				84
Eastside Fire and Rescue	11				11
Fall City	0				0

PERFORMANCE MEASURES

JAN - MAR 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										26
0:30-0:59	26	18	22										66
1:00-1:29	32	32	34										98
1:30-1:59	13	5	15										33
2:00-2:59	0	0	0										0

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			2023	1:35
3rd Qtr	1:31	1:38	1:37			2024	1:40
4th Qtr	1:32	1:44	1:36			2025	1:38

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										72
4:00-7:59	47	33	43										123
8:00-11:59	2	3	6										11
12:00-15:59	0	0	0										0
16:00-29:59	0	0	0										0

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		2023	7:34
3rd Qtr	7:58	7:36	7:08		2024	7:23
4th Qtr	7:10	7:36	7:29		2025	7:04

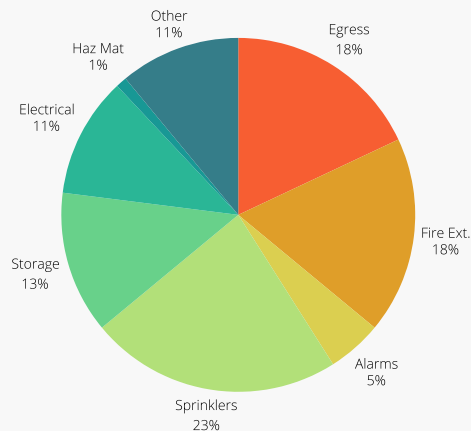
FIRE INSPECTIONS

JAN - MAR 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
45				45

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

JAN - MAR 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 1st Quarter Fire Loss

Incident Date	Fire Type	Property Value	Property Loss	Content value	Content Loss
1/24/25	Room and contents	\$908,000	0	\$45,000	\$200
Totals	n/a	\$908,000	0	\$45,000	\$200

2025 Annual Property Saved

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