

# King County Fire Protection District No. 27

## Minutes

A regular meeting of the Board of Commissioners of King County Fire Protection District No. 27 was held on February 8, 2011 at Station No. 271 located at 4301 334th PL SE in Fall City, Washington.

Commissioner Williams called the meeting to order at 7:02 p.m.

### **Present:**

Commissioner Williams  
Commissioner Hollis  
Chief Connor  
Secretary Evans

### **In Attendance:**

AC Hart  
FF Fleming  
FF Krache  
FF White  
FF Bresler

Chairman Meredith absent and excused.

### **BUSINESS FROM THE FLOOR:**

The Board convened in to a Local Board for Volunteer Firefighter Meeting at 7:02 p.m. until 7:05 p.m. to discuss the annual pension certification remittance form.

### **APPROVAL OF MINUTES:**

On the Motion made by Commissioner Hollis and a second by Commissioner Williams, the Board approved the minutes of the November 10, 2010 RFA Planning Committee Meeting, January 11, 2011 Regular Meeting, and January 20, 2011 Special Meeting.  
Motion Carried.

### **WARRANTS:**

The Board reviewed the various vouchers drawn on the expense fund. Secretary Evans pointed out that the voucher amounts for Attorney Snure and the Spouse and Orphan's fund had changed from the previous report that was provided to the Commissioners in their packets.

On the Motion of Commissioner Hollis and a second by Commissioner Williams the Board approved the following expenses:

Voucher No. 19002 - 19038 totaling \$35,789.27  
Payroll and EFT transactions totaling \$86,576.83  
Motion Carried.

### **FINANCIAL REPORTS:**

Chief Connor reviewed the KC Flood Control District Levy Reduction document with the Board. The Fire District's tax levy rate was reduced from \$1.50 to \$1.37 and the amount due from the Flood Control District in 2011 is \$120,947. The revenue line items in the budget were amended to reflect the correct amount from the Flood Control District and the distribution of the monthly property tax revenues were adjusted. It was recommended by Chief Connor that the Board adopt the revised budget as presented.

On the Motion of Commissioner Williams and a second by Commissioner Hollis, the Board approved adoption of the 2011 Budget as presented.  
Motion Carried

Secretary Evans reported that the County posted a \$268 bank service fee to the District's expense fund in error. The charge will be reversed out of the District's account next month.

### **STATION USER AGREEMENTS:**

### **CORRESPONDENCE:**

### **CHIEF'S REPORT:**

#### **Alarms**

In January, the District responded to 29 BLS Aid calls, 10 ALS Aid calls, 8 Fire calls and 5 Service calls for a total of 52. The fiscal year to date total at the end of the month was 205 alarms, compared to 254 in the 2010 fiscal year. The calendar year to date total at the end of the month and year was 52 alarms compared to 51 in 2010. The District requested mutual aid on 4 alarms of which we cancelled 0 times. The District provided mutual aid on 18 alarms of which we were cancelled 4 times.

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The 01:30 turnout time standard was achieved on 37 of 43 calls which is 86.0%. The 90% turnout time was 01:51. Alarm Charts for the month of January were provided for review.

### **Volunteer Recruit Training**

Chief Connor reported that three new recruits had started training since the first of the year. One of the three has dropped because of a job relocation. Five of the six recruits are now enrolled in the EMT class.

### **Volunteer Firefighters / E Shift Program**

Chief Connor stated that he had nothing new to report.

### **NORCOM**

Chief Connor reported that the Governing Board meeting is scheduled for this Friday. The Commissioners were invited to attend the annual Principals assembly which is scheduled for April 8, 2011.

### **King County Permits and Inspections**

Chief Connor reported that this issue continues to move along but has slowed a bit. Work continues on the interlocal agreement.

### **CPR / First Aid Classes**

Chief Connor stated that a review of the first aid and CPR classes provided to the public in 2010 has revealed that the fees charged currently, are not covering the cost of materials. Chief Connor suggested that the Board change the class fee to \$30 for most classes and \$25 for the AED only class; he clarified that an individual can take the combination CPR and first aid class for \$30. He further suggested that the change be made effective for all classes occurring after April 1, 2011. Commissioner Williams asked how many Instructors we currently have. Chief Connor replied that the District has eight Instructors; the personnel cost for training is much more than what the District recovers from the class fees, but there is immense benefit to having more people trained with these life saving skills.

On the Motion of Commissioner Williams and a second by Commissioner Hollis, the Board approved the new fee amounts for the CPR/First Aid and AED classes, effective April 1, 2011.

Motion Carried.

### **Marine Unit**

Chief Connor reported to the Board that the axial jet lower unit had been removed and shipped back to the manufacturer in Florida for repairs. It is expected that it will be shipped back next week. This has been an ongoing problem. It was suggested some months ago that we investigate the cost of getting a spare lower unit assembly, possibly with a propeller drive instead of the axial jet or as a spare. The complete unit will cost nearly \$1,500 with accessories and tax. Chief Connor requested approval to purchase a spare complete lower unit. Commissioner Williams inquired if this is a design issue with the axial jet unit. Chief Connor replied that some of the issues could be attributed to the design but more training with our personnel should alleviate most of the problems.

Commissioner Hollis moved to authorize Chief Connor to purchase the spare unit assembly for the marine unit, the Motion was seconded by Commissioner Williams.

Motion Carried.

### **Computer Network**

Chief Connor reported that in an attempt to save money the District had been delaying replacement of computer workstations. The risk of doing so is that an older machine is more likely to fail, which has happened recently, causing the District to purchase a new workstation.

Microsoft Windows updates are routinely downloaded and installed on each of the workstations. A recent update has created some addressing conflicts which have resulted in difficulty accessing other workstations and printers. The best solution is to discontinue peer networking and purchase Microsoft Server 2008 Foundation. A new server and software has been ordered and will be installed gradually beginning this Thursday.

### **UNFINISHED BUSINESS:**

#### **Regional Fire Authority**

The next RFA Planning Committee meeting is scheduled for March 9, 2011 at 5:30 p.m. at EFR HQ. Chief Connor stated that he had missed the Steering Committee Meeting on February 2. Commissioner Williams stated that several RFA sub committees have been formed quite rapidly. She conveyed that the District needs to have some input at these meetings and recommended Commissioner attendance at the sub committee meetings.

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Commissioner Williams also suggested setting up a special meeting with the District's Steering Committee Representatives Dave Gray and Bob Angrisano to have a discussion on the best direction for District 27 in the RFA process. The meeting was tentatively set up for next Tuesday, February 15 at 5:00 p.m., or alternatively 7:00 p.m. would work.

**NEW BUSINESS:**

**OTHER:**

Commissioner Hollis inquired to the response for the team building breakfast this next Saturday. Chief Connor stated that he had received around twenty RSVPs' and would expect a few more. FF Krache thanked the Board for providing breakfast; the Firefighters will be kicking off their fund raising event at the Farmhouse Market at 10:00 a.m.

**Executive Session:**

The Board convened into a fifteen minute Executive Session with Chief Connor at 8:06 p.m. to review the performance of a public employee in accordance with RCW 43.30.110 (1) (g).

The Executive Session was closed and the Regular Meeting was opened at 8:21 p.m.

With no further business to discuss the meeting was adjourned by Commissioner Williams at 8:21 p.m.

Attest:  
Melinda Evans  
District Secretary

Melinda Evans

Lorie Williams  
Commissioner

[Signature]  
Commissioner

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Commissioner