

# King County Fire Protection District No. 27

## Minutes

A special meeting of the Board of Commissioners of King County Fire Protection District No. 27 was held on October 30, 2012 at Station No. 271 located at 4301 334th PL SE in Fall City, Washington.

Chairperson Williams called the meeting to order at 9:02 a.m.

### Present:

Chairperson Williams	Captain Larson
Commissioner Hollis	Secretary Evans
Commissioner Meredith via phone	FF Bandy – 9:10

### NEW BUSINESS:

#### **Temporary Succession Plan**

The Board met to discuss a temporary succession plan while Chief Connor is out on medical leave.

Chairperson Williams also commended Lt. LeDoux for his leadership this past week and would like to recognize him for his efforts with a letter.

Secretary Evans updated the Board on Chief Connor's expected timeline for returning to work.

Commissioner Hollis stated that we have the bond refinance coming up, the banquet, and are there other day to day items that need to be done during Chief Connor's absence. Secretary Evans stated that the preliminary data for the bond refinance has been submitted and the conference call for the rating presentation is set to occur early next month. Secretary Evans stated that the public hearing date needs to be set in order to get the legal notice published. The Board scheduled the Special meeting for the tax request/public hearing for Thursday, November 29th.

The Board discussed the Knox box and district receipts and they recommended having dual authorization in place for these items. Secretary Evans stated that issues pertaining to IT and dispatch could be addressed with the help of outside personnel if needed. Maintaining the shift schedule and any changes to it was discussed.

Captain Larson stated that operationally we function very well and much of the day to day will continue as usual and more importantly the Board should be thinking about developing a succession plan for the long term. The Board concurred. Commissioner Hollis recommended that Captain Larson be designated as Acting Chief for the interim period; he should take the battalion vehicle home and respond when appropriate. Captain Larson conveyed that he would accept the responsibilities. Commissioner Williams recommended that he should also be compensated an additional ten percent for the additional duties of the position. Commissioner Hollis asked if there would be issues with the collective bargaining agreement and if so we need to identify them.

Commissioner Meredith made a motion, pending further information on contractual issues, to designate Captain Larson as the Acting Chief in the interim period while Chief Connor is on medical leave. The motion was seconded by Commissioner Hollis.

Motion Carried.

Commissioner Hollis made a motion, pending further information on contractual issues, to increase Captain Larson's base salary by ten percent during this interim period. The motion was seconded by Chairperson Williams.

Commissioner Hollis suggested that a letter of agreement may be appropriate for this situation. Discussion ensued on drafting the letter and having it available for review and approval.

The Board scheduled a follow up meeting for Monday, November 5, 2012 at 9:00 a.m.

### OTHER:

### Adjournment:

With no further business to discuss the meeting was adjourned by Chairperson Williams at 9:32 a.m.

King County Fire Protection District No. 27

Attest:  
Melinda Evans  
Board Secretary

Melinda Evans

Salie Williams  
Commissioner

[Signature]  
Commissioner

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Commissioner