

# 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 March 12, 2013 at Station No. 271 located at 4301 334th PL SE in Fall City, Washington.

Chairman Hollis called the meeting to order at 7:03 p.m.

### Present:

Chairman Hollis  
Commissioner Meredith via phone  
Chief Connor  
Secretary Evans

### In Attendance:

FF White – 7:40  
Nancy Moore  
Del Moore

### BUSINESS FROM THE FLOOR:

#### **Local Board for Volunteer Firefighters**

The Board convened into a Local Board for Volunteer Firefighters meeting from 7:03 – 7:06 p.m.

### APPROVAL OF MINUTES:

On the Motion made by Commissioner Meredith and a second by Chairman Hollis the Board approved the minutes of the February 12, 2013 Regular meeting and March 4, 2013 Special meeting.  
Motion Carried.

### WARRANTS:

The Board reviewed the various vouchers drawn on the expense fund.

On the Motion made by Commissioner Meredith and a second by Chairman Hollis the Board approved the following expenses and signed the authorization documents.

Voucher No. 19871-19897 totaling \$29,483.97  
Payroll and EFT transactions totaling \$91,512.22  
Motion Carried.

### FINANCIAL REPORTS:

The Board reviewed the monthly budgets and financial statements. It was noted by Commissioner Meredith that the District should be receiving EMS funds. Secretary Evans replied that the EMS funding should have been posted on the budget in April.

### STATION USER AGREEMENTS:

### CORRESPONDENCE:

KC Fire Commissioners Meeting – March 20, 2013 at 6:00 p.m. at Woodinville Fire Department

### CHIEF'S REPORT:

Chief Connor reported to the Board that he would be out of the office on Friday, March 15<sup>th</sup>.

### **Alarms**

In February, the District responded to 12 BLS Aid calls, 12 ALS Aid calls, 8 Fire calls and 5 Service calls for a total of 37. The fiscal year to date total at the end of the month was 283 alarms, compared to 302 in the 2012 fiscal year. The calendar year to date total at the end of the month was 107 alarms compared to 143 in 2012. The District requested mutual aid on 1 alarm of which we cancelled 0 times. The District provided mutual aid on 13 alarms of which we were cancelled 6 times.

The 01:30 turnout time standard was achieved on 29 of 34 calls which is 85.3%. The 90% turnout time was 01:38. Alarm Charts for the month were provided for review.

Chief Connor discussed how the timestamps for the department's alarms are recorded currently with the VHF system. Since the VHF system is being phased out, the department will start using the timestamp data from the Locution system. This may add 10-15 seconds to our recorded turnout times because of the different process.

The Board discussed revisiting the District's turnout time goals; it was suggested that there could be different time goals for aid calls vs fire, and for daytime vs nighttime calls.

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### **Volunteer Recruit Training**

Chief Connor reported that the recruit that had to re-take the National Registry EMT written test had passed.

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

Chief Connor stated that one of our members had recently resigned.

### **NORCOM**

Chief Connor reported that the regular monthly Governing Board meeting was held last Friday morning. The Police agencies, including Bellevue, went live on a new version of New World Systems (NWS) software on February 26<sup>th</sup>. The version they implemented includes nearly all of the features required for a Fire Go-Live which is scheduled to occur in June. There have been a few instances where the system has hung-up and had to be re-started. Personnel from NWS are onsite 24/7 and along with NORCOM and Microsoft personnel are working to troubleshoot and solve the issue. Chief Connor reminded the Board that the annual Principals Assembly for the elected officials was scheduled for April 12<sup>th</sup>. Chairman Hollis stated that he would put it on his calendar to attend.

On the Motion of Chairman Hollis and a second by Commissioner Meredith the Board approved attendance and compensation for the April 12, 2013 NORCOM Governing Board meeting.  
Motion Carried.

### **Data Conversion Project**

Chief Connor reported that the data conversion project is behind schedule to have most files converted by the end of the month. The database files will be much more difficult and time consuming and will take longer.

### **2009 - 2011 Audit**

Chief Connor reported that the exit conference with the State Auditors office was held on Monday. Chairman Hollis, Secretary Evans and Chief Connor attended. He further stated that there were no audit findings or issues included in the management letter. There were a couple of minor recommendations to improve our controls but otherwise a good clean audit.

### **Grant Opportunity**

Chief Connor reported that the grant cycle for Snoqualmie Casino mitigation funding has again changed. He would apply this fall for consideration in 2014.

### **UNFINISHED BUSINESS:**

#### **Interlocal Agreement**

Chief Connor reported that he had sent to the Commissioners, via e-mail, the comments from Attorney Snure's review of the Interlocal Agreement (ILA). Attorney Snure had a few minor recommendations but was okay with the agreement as written. The ILA, which was written to allow the three agencies the ability to pool and share resources with each other, has been signed by the City of Snoqualmie and by Duvall. Chief Connor recommended that the Board approve the agreement.

On the Motion of Chairman Hollis and a second by Commissioner Meredith, the Board approved the Interlocal Agreement between the City of Snoqualmie, Duvall-Fire District 45 and Fall City-Fire District 27.  
Motion Carried.

#### **Local 2878 Letter of Agreement**

Chief Connor reported that he had been working with Lt. LeDoux on a Letter of Agreement (LOA) for the shared staffing and deployment. There are still a number of issues to work through and details to iron out. Upon completion of the draft LOA he recommended having it reviewed by Attorney Snure. The Board concurred.

#### **Future Options – Revenue and Expenses**

Chief Connor reported that he had made a request to meet with Duvall Fire District 45 to discuss the maintenance and operations excess levy that they were successful passing last year. A copy of the applicable statute RCW 84.52.130 - Fire protection district excess levies, was provided to the Board. Commissioner Meredith stated that he would like to get the meeting scheduled in the next 1-2 weeks.

#### **Commissioner Vacancy & Appointment**

Chief Connor reported that as of today no letters of interest had been received nor had any calls been received expressing interest. Chief Connor reported that the District has 90 days from the date of

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resignation on January 29, 2013 to fill the vacancy. A copy of the applicable statute WAC 42.12.070 Filling nonpartisan vacancies was provided to the Board.

**Outdoor Burning**

Chief Connor had nothing to report.

**NEW BUSINESS:**

**King County EMS Levy (Medic One)**

A copy of the applicable statute WAC 458-19-060 - Emergency medical services levies was provided to the Board. Chief Connor reported that there is a meeting of the King County Commissioners Association on March 20, 2013 at 18:00 in Woodinville. The meeting will include a discussion on how other agencies may be affected if the City of Kirkland continues to withhold support for a countywide EMS Levy. Under statute all Cities with a population exceeding 50,000 must approve a countywide levy. This will be an opportunity to hear about the issues Kirkland has with the levy, and to explore what other options may be available to jurisdictions. He further stated that the EMS levy is critical to our District; it provides \$100,600 in Basic Life Support revenue, the Advance Life Support service, which we cannot provide alone, and the medical direction that is required by state law. Chief Connor stated that he would be attending the meeting and asked if one of the Commissioners could attend. Chairman Hollis stated that he would.

On the Motion of Commissioner Meredith and a second by Chairman Hollis the Board approved attendance and compensation for the March 20, 2013 King County Commissioners Association meeting. Motion Carried.

**OTHER:**

Nancy Moore addressed the Board and asked if outdoor burning is still open to discussion. There was discussion regarding the procedure for public comment. Mrs. Moore stated that if the Board does not publish their agenda prior to the meeting how will the public know if there are issues that may concern them. She further stated that there are people in the community who would like to have a period of time to do outdoor burning and if a compromise could be discussed. Chairman Hollis stated that under state law it's not appropriate for the Board to allow burning in the higher populated density areas of the District and reasonable alternatives to burning are available. Further discussion ensued on the seasonal burning moratorium which takes effect on June 15, 2013. Mrs. Moore requested a media release be sent to the Neighbors newsletter to remind the community of the new moratorium and the rules of recreational fires.

**Adjournment:**

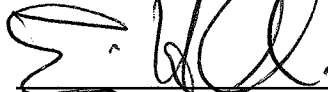
With no further business to discuss the meeting was adjourned by Chairman Hollis at 8:16 p.m.

Attest:

Melinda Evans  
Board Secretary

Melinda Evans

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Commissioner



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Commissioner



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Commissioner