

# 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 June 11, 2013 at Station No. 271 located at 4301-334th PL SE in Fall City, Washington.

Chairman Hollis called the meeting to order at 7:02 p.m.

### Present:

Chairman Hollis  
Commissioner Hansen  
Commissioner Meredith via phone  
Chief Connor  
Secretary Evans

### In Attendance:

Lt. LeDoux  
FF Noble  
FF Baker  
FF Brookshear

Nancy Moore  
Del Moore

### BUSINESS FROM THE FLOOR:

#### APPROVAL OF MINUTES:

On a Motion made by Chairman Hollis and a second provided by Commissioner Hansen, the Board approved the minutes of the May 14, 2013 Regular Meeting.  
Motion Carried.

#### WARRANTS:

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

On a Motion made by Chairman Hollis and a second provided by Commissioner Meredith, the Board approved the following expenses:

Voucher No. 19973-20005 totaling \$31,327.22  
Payroll and EFT transactions totaling \$92,624.21  
Motion Carried.

The KC Accounts Payable Authorized Signature form was presented to the Board for signature.

#### FINANCIAL REPORTS:

The Board reviewed the monthly budgets and financial statements. Secretary Evans briefly reviewed the 2012 BARS report that was provided in the Board packets.

Chief Connor stated that the bond payment of \$9,569.39 posted on June 1<sup>st</sup>. He also reported that the County had received a settlement on the impaired investments Cheyne and Rhinebridge which has been distributed to the participants in the County's investment pool. The County continues to receive and distribute payments from the remaining impaired account.

#### STATION USER AGREEMENTS:

#### CORRESPONDENCE:

Encompass Request

Secretary Evans stated that the District has received a request to donate a birthday party at the fire station for Encompass's fundraising event this November. The Board discussed the request and it was suggested that a use by date of December 31, 2014 be included. The Board approved the request.

#### CHIEF'S REPORT:

##### Alarms

In May, the District responded to 31 BLS Aid calls, 17 ALS Aid calls, 9 Fire calls and 12 Service calls for a total of 69. The fiscal year to date total at the end of the month was 465 alarms, compared to 465 in the 2012 fiscal year. The calendar year to date total at the end of the month was 289 alarms compared to 306 in 2012. The District requested mutual aid on 6 alarms of which we cancelled 2 times. The District provided mutual aid on 22 alarms of which we were cancelled 8 times.

The 01:30 turnout time standard was achieved on 45 of 63 calls which is 71.4%. The 90% turnout time was 01:57. Alarm Charts for the month were provided for review.

## King County Fire Protection District No. 27

### **Turnout Time**

Chief Connor reminded the Board that the turnout objective will need to be re-evaluated after we have collected the new data elements for a few months.

### **Cardiac Arrest Survival Rate**

Chief Connor presented a letter to the Board regarding the cardiac arrest survival rate. Content of the letter was provided by King County EMS and Dr. Mickey Eisenberg. Chairman Hollis suggested that we provide this information to the Fall City Neighbors' Newsletter.

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

Chief Connor reported that two members are on a leave of absence. One additional member injured his knee and had surgery.

Chief Connor reported that a new recruit class is planned. Approximately six new recruits will be selected to start with EMT training in late August. Commissioner Hansen inquired about the class size. Chief Connor stated that the class is sized dependent on the resources available and our capacity to provide students with the individualized attention that they need.

### **NORCOM**

Chief Connor reported that the regular monthly Governing Board meeting was scheduled for this Friday morning. A Governing Board advance will occur following the meeting. Chief Connor stated that the last dispute resolution meeting with New World Systems was held on May 30, 2013.

### **Data Conversion Project**

Chief Connor reported that this project remains on hold because of higher priority projects and tasks.

### **Lake Alice Road SE Road Closure**

Chief Connor reported that he had discussed a coverage plan with Snoqualmie Fire. The road closure is expected to begin in July and end in September, however the County has not been able to secure an easement from one property owner and this is causing delay getting the project underway. The detour route utilized last year through Snoqualmie Ridge will again be used for access.

### **LOA**

Chief Connor discussed a request he had received from the Union to purchase a job shirt annually for each employee instead of two sweat shirts. The job shirt is more expensive but reducing the quantity to one shirt instead of two sweat shirts is close to the same cost for the District. This is a change to the Agreement and would require a Letter of Agreement (LOA) to implement. Chief Connor presented an LOA to the Board for consideration and recommended approval. Commissioner Hansen asked about providing the job shirts to the Volunteers. Further discussion ensued and Chief Connor conveyed that he would like to use up any old inventory first before doing something different.

On the Motion of Chairman Hollis and a second by Commissioner Meredith, the Board unanimously approved the Letter of Agreement requesting a job shirt in lieu of the two sweatshirts as identified in the Bargaining Agreement.

Motion Carried.

### **Shared Staffing**

Chief Connor reported that a meeting was held on June 5<sup>th</sup> to discuss the program. Some minor adjustment to future orientations was made and more have been scheduled. There is one member on standby for mobilization to any wild-land fire event that may occur. Using a rotation system we will continue to have one career member on standby each week throughout the wildfire season. Chief Connor stated that Lt. LeDoux has been working on the details of ensuring that the open shifts are pre-covered if a mobilization occurs. Lt. LeDoux provided further information on the implementation of the rotation schedule and how the deployment process works.

### **UNFINISHED BUSINESS:**

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

Chief Connor reported that the King County Council had passed an ordinance to place the issue on the November ballot.

#### **Maintenance & Operations Levy / Ballot Measure**

Chief Connor reported that the Committee met on May 15<sup>th</sup>, May 29<sup>th</sup> and again on June 10<sup>th</sup>. Specific areas of focus have included: finalizing a timeline working backwards from the general election; creating



## King County Fire Protection District No. 27

a fact sheet; developing a future budget using forecast information; investigating options and creating a plan to replace the 1988 Pierce Lance engine. Chief Connor also stated that the Committee is proposing to restore the training line item back to the 2009 levels and provide some additional funds to enhance the Volunteer program. A few adjustments to our finance model needs to occur prior to presenting a levy amount to the Board. He stated that the preliminary number is around \$550,000.

Chief Connor expected that the resolution and explanatory statement would be ready for approval at the regular meeting in July. The media release requesting committee members for the "for and against" committee will be sent out to the Fall City Neighbors, Valley Record and the Yahoo Group. Those interested will need to submit a letter by July 12<sup>th</sup>.

Chairman Hollis asked to have a presentation from the Committee prior to the regular meeting. The Board scheduled a special meeting for June 24<sup>th</sup> at 7:00 p.m.

Commissioner Hansen discussed the importance of communicating with our members. She stated that it would be helpful to provide an email message to the members when we have information for them. Chief Connor concurred and would provide an update to all of the members. Chief Connor also stated that he had spoke with Attorney Snure this afternoon to clarify some questions that had come up regarding campaign issues.

### **NEW BUSINESS:**

#### **King County Sheriff's Office Lease**

Chief Connor reported that the lease with the Sheriff's Office will be up for renewal December 31, 2013. Due to the lengthy renewal process we would like to get the agreement ready. He asked the Board if they had any changes to the agreement. The Board discussed the lease renewal. Commissioner Meredith recommended adding an annual evergreen clause to the agreement and possibly including an escalator on the lease amount. Chief Connor stated that he would discuss this with the County's property manager and provide an update at the next meeting.

#### **Performance Evaluations**

Chairman Hollis confirmed that the annual review for Chief Connor was July 1<sup>st</sup> and for Secretary Evans August 1<sup>st</sup>. Chairman Hollis stated that if we don't get the evaluations done in a timely matter he proposed taking action tonight on any changes that are made.

On the Motion of Chairman Hollis and a second by Commissioner Hansen the Board unanimously approved that any changes to Chief Connor's contract and Secretary Evans' compensation would be effective July 1, and August 1, 2013 respectively, in the event that the Board is unable to take action prior to those dates.

Motion Carried

### **OTHER:**

Commissioner Hansen discussed the chaos that had occurred last weekend at the Survivor Run event that was held in Carnation. She asked about the staffing for Fall City Days. Chief Connor replied that we have three scheduled on duty during the day and we usually have other personnel who are around helping out with the activities in town; typically it's a pretty normal response day.

Nancy Moore conveyed her support for the Sheriff's office here at the fire station; "it would be great if they could be encouraged to park in front of the station to add to their presence in town". Mrs. Moore stated that she would also like to include information on the District's CPR classes when the article on the Cardiac Survival Rate is submitted. Discussion ensued on Chief Connor's availability to attend the upcoming Fall City Community Association meeting on Friday, June 14<sup>th</sup> to discuss the ballot measure. Chief Connor stated that he had also been asked to share information on the National Fire Safety Council which is currently soliciting donations for the District's fire prevention program. He stated that he could not be available due to the NORCOM meeting but he would send someone on his behalf.

Commissioner Hansen asked if the weekend day shift program with the Volunteers was to be implemented again this summer and if there was any opportunities to open up shifts during the week as well. Chief Connor discussed the day shift program and because of the river floaters they had targeted the weekends. Further discussion in providing an incentive for the Volunteers to fill the day shifts ensued. Chairman Hollis recommended discussing any program changes for the Volunteers at the special meeting on June 24<sup>th</sup>.

King County Fire Protection District No. 27

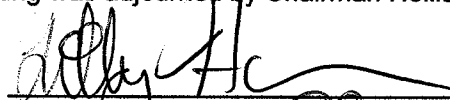
**Adjournment:**


With no further business to discuss the meeting was adjourned by Chairman Hollis at 8:33 p.m.

Attest:

Melinda Evans  
Board Secretary

Melinda Evans

  
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Commissioner

  
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Commissioner

  
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Commissioner

  
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