

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 October 8, 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:

Del Moore
Nancy 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 September 10, 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. 20110-20151 totaling \$47,474.49
Payroll and EFT transactions totaling \$93,854.79
Motion Carried.

FINANCIAL REPORTS:

The Board reviewed the monthly budgets and financial statements.

STATION USER AGREEMENTS:

KC DNR&Parks, Focus Group Meeting/ Public Meeting – 10/2, 10/30, 6:00 – 9:30 p.m.
Approved

CORRESPONDENCE:

CHIEF'S REPORT:

Alarms

In September, the District responded to 30 BLS Aid calls, 15 ALS Aid calls, 10 Fire calls and 11 Service calls for a total of 66. The fiscal year ended with 741 alarms, compared to 755 in the 2012 fiscal year. The calendar year to date total at the end of the month was 565 alarms compared to 596 in 2012. The District requested mutual aid on 8 alarms of which we cancelled 4 times. The District provided mutual aid on 22 alarms of which we were cancelled 10 times.

The 01:30 turnout time standard was achieved on 41 of 62 calls which is 66.1%. The 90% turnout time was 01:52. Alarm Charts for the month were provided for review.

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

Volunteer Firefighters / E Shift Program

Chief Connor reported that two previous members and two new recruits are enrolled in the KC EMS EMT class. A Volunteer Fire Training academy started on October 3rd and three new recruits are assigned for basic fire training.

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NORCOM

Chief Connor reported that the regular monthly Governing Board meeting is scheduled to occur this coming Friday morning.

City of Sammamish Consultant

Chief Connor reported that on September 16th he had met with Peter Moy and Bob Merritt of FCS Group. FCS Group is a consulting firm which has been hired by the City of Sammamish to prepare a report on options for the provision of fire service to the City. One option under consideration was for the City to withdraw from ESF-R and close Klahanie Station 83. Under this option the City was inquiring whether the District had capacity or interest in helping to provide coverage to the Eastern portions of the City. Chief Connor stated that he expressed concern that closing Station would damage coverage to District 27, and suggested that Station 81 may be a better closure option.

Shared Staffing

Chief Connor stated that additional orientations had slowed because of summer vacations and deployments.

Routers, Tablets & MDC's

Chief Connor reported that he had requested from King County EMS two routers for installation in the front-up Aid unit and Engine. The routers will provide a WiFi hotspot surrounding the vehicles which will facilitate connection of tablet computers and later MDC's (Mobile Data Computers) in the field. He also discussed the County's SEND initiative, which by using tablets in the field, patient information could be sent directly to the hospitals. The County provided the routers at a cost of about \$5,000 and through a previous County grant tablets were procured. There will be some minor costs of about \$500 related to installation and configuration. The recurring monthly fee for data transfer will cost the District around \$75-\$100 per month per unit. Chief Connor stated that the Board had allowed the District to submit for grant funding for this purpose. Commissioner Hansen asked how many departments are using the tablets. Chief Connor stated that he knew of two currently and seven ready to come on board. The goal is to have all zone one agencies participating. Chief Connor would like to have the internet connection set up by the end of the year. The Board concurred to proceed.

Sprinkler System

Chief Connor reported last month on a water leak in the dry sprinkler system piping above the main kitchen. Repairs to the piping had already been made last month. Since then the insulation in the attic has been removed and replaced and the ceiling damage has been repaired.

Zoll FireRMS Upgrade

Chief Connor reported that on October 15th, FF Jessen would be coordinating with Dispatch and other agencies to upgrade the Zoll Fire Records Management System software to the newest version. This will include upgrade of the SQL server software as well.

Windows XP / Office Professional

Next year in April, Microsoft will discontinue support for the Windows XP and Office XP products. Although the software will continue to operate, no further updates or support will occur after April. The District should replace the computer systems and upgrade to Windows 7 or later and Office 2010 or later. Some money was included in the 2013 budget for replacement of workstations. It would be most efficient to replace multiple workstations at the same time rather than one at a time. Chief Connor recommended replacing three before year end and the remaining workstations would be budgeted in 2014. Commissioner Meredith stated that he supports that effort and suggested doing all of them at the same time but would like to wait until after the levy vote.

Preliminary Levy Limit Worksheet

The District has obtained a preliminary levy limit worksheet from the Assessor's Office. In short the Assessed Valuation estimate is about \$20 M less than what was projected. The allowable levy limit estimate is about \$30 K Levy less than what was projected.

2012 Annual Report

Chief Connor reported that he had completed the annual report for 2012 a couple of weeks ago. The report was sent out to the Board via E-mail for review.

Vacation

Chief Connor reminded the Board that he will be out of State on vacation beginning next Monday for two full work weeks. He should be available by phone most of the time.

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Letter of Agreement, Disability Leave Supplement

Chief Connor reported that he had asked Attorney Brian Snure if it was appropriate, under the current terms of the Collective Bargaining Agreement (CBA), to allow the use of sick leave to provide for disability leave payments after the six month statutory requirement to do so is exceeded. Attorney Snure stated that it was his opinion that this is allowable.

A Letter of Agreement to define a new process when an employee suffers an occupational injury or illness has been more difficult to document than expected. The Board made a motion on August 26 to allow an employee to use sick leave to make disability leave supplement payments after the six month statutory requirement had been exceeded, for up to sixty days, and retroactively if it was determined to be allowable under the current CBA. Chief Connor stated that the goal is for the employee to retain their service credit and implementing a sick leave buyback policy should remedy the issue. The intent was to have an LOA in place prior to the end of the sixty day period. Chief Connor stated that an extension of time is needed and he suggested 30 days.

Commissioner Meredith made a Motion to allow an additional 30 days to complete the Letter of Agreement; the Motion was seconded by Commissioner Hansen.
Motion Carried.

UNFINISHED BUSINESS:

Chief Connor requested an Executive session at the end of the meeting to review the performance of a public employee.

Maintenance & Operations Levy / Ballot Measure

The draft informational mailer was provided to the Board for review. The Board provided a few edits and concurred with having Chairman Hollis approve the final version. The mailer is being sent to all households of the District and is scheduled to arrive on or near October 18th.

Executive Session

The Board convened into a 10 minute Executive Session with Chief Connor at 8:15 p.m. to review the performance of a public employee in accordance with RCW 42.30.110(g). The Board closed the Executive Session at 8:25 p.m. and opened the Regular Meeting.

NEW BUSINESS:

OTHER:

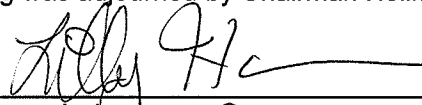
Adjournment:

With no further business to discuss the meeting was adjourned by Chairman Hollis at 8:25 p.m.

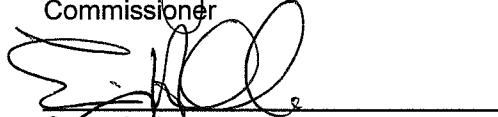
Attest:

Melinda Evans
Board Secretary


Melinda Evans



Commissioner



Commissioner



Commissioner

