

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 May 13, 2014 at Station No. 271 located at 4301 334th PL SE in Fall City, Washington.

Chairman Hollis called the meeting to order at 7:00 p.m.

Present:

Chairman Hollis
Commissioner Hansen
Commissioner Meredith
Chief Connor
Secretary Evans

In Attendance:

FF Bandy
FF Brookshear
FF Hansen
FF Krache
Lt. LeDoux – 7:26

Nancy Moore
Del Moore

BUSINESS FROM THE FLOOR:

APPROVAL OF MINUTES:

On a Motion made by Commissioner Meredith and a second provided by Commissioner Hansen, the Board approved the minutes of the April 8, 2014 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.'s 20377 – 20414 totaling \$33,673.41
Payroll and Electronic Transactions totaling \$98,150.39

Motion Carried.

FINANCIAL REPORTS:

The Board reviewed the monthly budgets and financial statements. Secretary Evans reported that the G.O. Bond payment of \$10,813.75 would post on June 1. A copy of the annual BARS report that had been filed with the Auditor's Office was provided to the Board.

STATION USER AGREEMENTS:

Fall City Community Association, Meetings, second Friday of each month ongoing 11:30 a.m. -1:00 p.m.
Approved.

CORRESPONDENCE:

CHIEF'S REPORT:

Airlift NW Video

The training video that the District was a participant in has been completed and is now available to view.

Alarms

In April, the District responded to 25 BLS Aid calls, 13 ALS Aid calls, 14 Fire calls and 5 Service calls for a total of 57. The fiscal year to date at the end of month was 450 alarms, compared to 396 in the 2013 fiscal year. The calendar year to date total at the end of the month was 246 alarms compared to 220 in 2013. The District requested mutual aid on 4 alarms of which we cancelled 2 times. The District provided mutual aid on 26 alarms of which we were cancelled 10 times.

The 01:30 turnout time standard was achieved on 28 of 50 calls which is 56.0%. The 90% turnout time was 02:06. 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 while.

Volunteer Firefighters / E Shift Program

Chief Connor reported that two new recruits who have completed basic fire training are attending the

King County Fire Protection District No. 27

EMT class and are now filling some shifts. Four new recruits have joined the two recruits who have completed the EMT class and are all attending basic fire training.

NORCOM

Chief Connor reported that the regular monthly Governing Board meeting was held last Friday morning. A draft written settlement agreement pending minor revision was approved by the Board. An upgrade to the mobile software system is underway with phased implementation in the fourth quarter of this year. The budget process for 2015 is well underway.

Shared Staffing

Chief Connor stated that some additional orientations have been completed and are scheduled to occur. The issue regarding the rate of pay when one of our daytime employees fills a shared staffing shift is being researched to determine if an LOA can address the issue so that the dayshift employee(s) have the same opportunities.

Routers & Tablets

Chief Connor reported that he had no update at this time.

Lake Alice Road Culvert Replacement

Chief Connor reported that he had been notified by King County that the culvert replacement project will not occur this summer as they had hoped and planned.

Dry Sprinkler System

Chief Connor did not have an update. We are awaiting an evaluation of the sprinkler system piping. We expect to learn if there are any low spots which are not draining properly and what could be done to prevent corrosion of the pipes.

Computer Workstation Replacements

One additional workstation has been purchased and configured. Replacement is planned to occur after the activities related to tonight's Commissioner meeting have been completed. A laptop replacement is also planned. Only one system that utilizes the Windows XP operating system will remain.

Door Replacement

Chief Connor reported that the hardware installation portion of this project was completed last week. The hollow metal doors have been ordered and should be available in the next week or so. Replacement will occur after the doors have been received by the vendor. Total approved for this project including tax is \$2,893.

Washington Surveying & Rating Bureau

Chief Connor reported that he talked with the field representative from the WSRB earlier this week and provided some additional information. The representative stated that he would be forwarding the information on to his supervisor for review. We should receive results from this Community Update Program (CUP) later this month. Currently the District has a rating of five, which applies to properties that are within 1,000 feet of a recognized fire hydrant and are within five road miles of a fire station.

ESB 5964 Required Training

Chief Connor reported that ESB 5964 which takes effect on July 1, 2014 requires that every member of the governing body of a public agency complete training on open public meetings and public records within 90 days of taking their oath of office or assuming their duties as a public official, and every four years thereafter. Although the legislation does not specify when an existing member of a governing body must complete training, Chief Connor suggested that each Board member accomplish this no later than 90 days after the July 1 effective date. Chief Connor stated that he and Melinda would also be completing the training. The training can be accomplished online at a site established by the State Attorney General's Office. Chief Connor stated that he would send out links to ESB 5964 and to the training site. Commissioner Hansen stated that Attorney Snure had provided a different interpretation of the law at the seminar that she had attended; the requirements for current Commissioners would go into effect after re-election. Chief Connor stated that the decision is ultimately up to the individual Commissioner and there are no penalties for not complying.

Vacation

Chief Connor briefed the Board on his potential vacation plans during the month of June.

Commissioner Hansen asked about the E-shift program during the day and where we were at in the budget with the allocated funds for this program. Chief Connor replied that maybe 7-9 shifts had been

King County Fire Protection District No. 27

filled thus far; the program had a slow roll out. Commissioner Hansen asked if the plan was to use some of these funds for overtime when we can't fill the third daytime FF position with volunteers. Chief Connor discussed the current career scheduling and the opportunities available to the volunteer for day shifts during the week and summer weekends. He also stated if we do use career staffing those funds would be used up quickly. Commissioner Hansen discussed exploring this option further and suggested putting it on the agenda. The Board concurred with adding this to next month's agenda and requested some additional budget and staffing information on the volunteer day shift program.

Lt. LeDoux provided some additional information on the potential number of daytime shifts available to the volunteers.

Fall City Days was discussed and Lt. LeDoux provided an overview of the events scheduled for that day.

UNFINISHED BUSINESS:

PEBB Surcharge

Chief Connor reported that the deadline to complete both the tobacco use and employer sponsored spouse / domestic partner insurance coverage attestation process and avoid a surcharge is May 15. All employees have accomplished this.

New Engine

Chief Connor reported that the bid opening for the new engine occurred at the fire station on Thursday May 8, 2014 at 5:00. A total of three bids were received as follows: Cascade Fire & Safety of Yakima, WA representing KME in the amount of \$509,298, Pierce Manufacturing of Appleton, WI in the amount of \$561,590, and True North Emergency Equipment of Marysville, WA representing Spartan ERV in the amount of \$509,802.

The bid review process is underway and a recommendation will be made to the Board at the conclusion of the review. It is anticipated that at least one special meeting will be needed and possibly two or more meetings. The Board scheduled a special meeting for Tuesday, May 20, 2014 at 4:00 p.m. to review and discuss the bids. Further discussion on the engine manufactures' reputation and customer satisfaction levels ensued.

NEW BUSINESS:

OTHER:

Adjournment:

With no further business to discuss the meeting was adjourned by Chairman Hollis at 8:12 p.m.

Attest:

Melinda Evans
Board Secretary

Melinda Evans

[Signature]
Commissioner

[Signature]
Commissioner

[Signature]
Commissioner