

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 14, 2014 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 Hansen
Commissioner Meredith
Chief Connor
Secretary Evans

In Attendance:

BUSINESS FROM THE FLOOR:

Local Board for Volunteer Firefighters Meeting

The Board convened into a Local Board for Volunteer Firefighters meeting at 7:03 p.m. to discuss medical and time loss claims. At 7:07 p.m. the Board closed the local meeting and opened the Regular meeting.

APPROVAL OF MINUTES:

On the Motion of Commissioner Meredith and a second provided by Commissioner Hansen, the Board approved the minutes of the September 9, 2014 Regular meeting and September 19, 2014 Special meeting.

Motion Carried.

WARRANTS:

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

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

Voucher No. 20558-20600 totaling \$60,978.21
Payroll and EFT transactions totaling \$107,900.32
Motion Carried.

FINANCIAL REPORTS:

The Board reviewed the monthly budgets and financial statements.

STATION USER AGREEMENTS:

NW Atlantic Salmon Fly Guild – Meeting, October 2, 2014, 9:00 a.m. – 5:00 p.m.
Fall City Park District - Board Meetings, October 14 and November 11, 2014, 6:45 – 9:00 p.m.
Approved

CORRESPONDENCE:

KC EMS Annual Report
The report was made available to the Board.

CHIEF'S REPORT:

Alarms

In September, the District responded to 29 BLS Aid calls, 24 ALS Aid calls, 4 Fire calls and 9 Service calls for a total of 66. The fiscal year ended with 818 alarms, compared to 741 in the 2013 fiscal year. The calendar year to date total at the end of the month was 614 alarms compared to 565 in 2013. The District requested mutual aid on 8 alarms of which we cancelled 4 times. The District provided mutual aid on 27 alarms of which we were cancelled 10 times.

The 01:30 turnout time standard was achieved on 39 of 62 calls which is 62.9%. The 90% turnout time was 01:50. Alarm Charts for the month were provided for review.

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Volunteer Firefighters / E Shift Program

Chief Connor reported that three recruits are attending the EMT class and had completed live fire training last month. One recruit was unable to attend live fire training due to an off duty injury and has been rescheduled for a class in November.

NORCOM

Chief Connor reported that the regular monthly Governing Board meeting was held last Friday morning; budget preparations and the procurement of an IT Director were the focus of the meeting.

Shared Staffing

Chief Connor reported that orientations had been completed for the initial group. One additional employee has expressed an interest in the shared staffing program.

Routers & Tablets

Chief Connor reported that training for phase 1 implementation is underway. The goal of phase 1 is completion of all Medical Incident Report Forms (MIRF) using the web based interface of the new system beginning November 1, 2014. Phase 2 will be use of the mobile based (tablet) interface for MIRF entry into the new system. It is expected that Phase 2 (tablets) would be in use beginning the first of the year. Commission Hansen inquired to the cost of retaining the MIRFs electronically. Chief Connor replied that it should be around \$1 per record.

Dry Sprinkler System

Chief Connor stated that last Thursday evening another leak had developed in the dry sprinkler system piping. The leaking pipe is in a location where it does not drain and had a previous repair; the pipe was removed and replaced. Chief Connor had previously met with the sprinkler system repair vendor to discuss anti-corrosion and repair options. They have provided a price quote to add three drains at the low points, to re-slope some existing pipe and to flush the system. The bid is \$2,430 plus tax. Chief Connor recommended having this done and stated that the flushing may initially result in some additional leaks but would be prudent and beneficial in the long run.

On the Motion of Commissioner Meredith and a second provided by Commissioner Hansen, the recommendation to repair the dry system at a cost of \$2,430 was approved.
Motion Carried.

Assessed Valuation

Chief Connor reported that the King County Assessor office had sent a preliminary levy worksheet. The worksheet indicates significant increases in the new construction amount, overall assessed valuation and in the allowable levy amount.

Furniture

Chief Connor reported that the furniture in the living room was in poor repair. Two of the recliners are broken and the couch and other recliner are in poor shape. The desire is to eliminate the couch and replace it with recliners. Five recliners are needed. The furniture had been purchased in 2004 when the station was remodeled. Chief Connor requested permission to replace the furniture using funds from the capital equipment line item. The request would not have an impact on the budget total for 2014. The Board concurred with Chief Connor's request.

Employee Vacancy

Chief Connor reported that Firefighter Josh Yancey is about halfway through the Fire Training Recruit Academy at Bates Technical College in Tacoma. A graduation ceremony is scheduled for Thursday November 13, 2014 at 7:00 p.m. Josh will continue training until the day before Thanksgiving. Graduation is scheduled at the college on November 13th at 7:00 p.m. Chairman Hollis and Commissioner Hansen conveyed that they were interested in attending.

November Commissioner Meeting

Chief Connor stated that the next regular Commissioner meeting on November 11th, would fall on Veterans Day. He asked if the Board wanted to re-schedule the meeting. The Board decided not to change the scheduled meeting date.



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UNFINISHED BUSINESS:

Engine Procurement

Chief Connor reported that the Pre-Construction conference was held on August 19th and 20th. He had talked with our representative recently as the change order information had not been provided. The representative indicated that the Engineering department is a little backed up and that is why we have not seen the information. This delay will not have an effect on the final delivery date. Chief Connor stated that the independent front suspension will probably be removed from the specifications along with some other minor items.

NEW BUSINESS:

VFIS Disability Claim

Chief Connor reported on a disability insurance claim has been made for a Volunteer Firefighter who experienced an injury at a fire incident on July 4, 2014 and was unable to work at his normal job while recovering from the injury.

2015 Budget

The Preliminary Tax Levy Limit Worksheet from the Assessor's Office was provided and discussed. Chief Connor asked for some direction on the financing of the new Engine, specifically regarding the \$100,000 which was expended for a portion of the down payment, though it was not included in either the Capital Reserve- Apparatus, or Reserve Transfer – Engine, line items. He recommended that the financing include the \$100,000 in order to replenish the cash account. Chief Connor stated that he would work with Melinda to get a draft 2015 budget sent to the Board within the next two weeks. The Board discussed the budget hearing and tentatively scheduled it for November 24th.

Ebola Outbreak

Discussion ensued regarding Ebola preparation and protective procedures for district responders.

OTHER:

Adjournment:

With no further business to discuss the meeting was adjourned by Chairman Hollis at 7:58 p.m.

Attest:

Melinda Evans
Board Secretary

Melinda Evans



Commissioner



Commissioner



Commissioner