

# 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 December 9, 2014 at Station No. 271 located at 4301 334th PL SE in Fall City, Washington.

Chairman Hollis called the meeting to order at 7:04 p.m.

### Present:

Chairman Hollis  
Commissioner Hansen via phone 7-7:35, arrived at 7:35  
Commissioner Meredith via phone  
Chief Connor  
Secretary Evans

### In Attendance:

Lt. Koehnen  
FF Yancey  
FF Hansen  
FF Botten

## BUSINESS FROM THE FLOOR:

### APPROVAL OF MINUTES:

On a Motion made by Commissioner Meredith and a second provided by Chairman Hollis, the Board approved the minutes of the 11/11/14 regular meeting, 11/21/14 and 11/25/14 special meetings.  
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 Hansen, the Board approved the following expenses:

Expense Fund Vouchers No. 20660 – 20697 totaling \$56,690.47

Payroll and EFT transactions totaling \$105,183.34

Motion Carried.

### FINANCIAL REPORTS:

The Board reviewed the monthly budgets and financial statements. The District's 2015 Certification of Assessed Values was received by the County and presented to the Board along with the final Tax Levy Worksheet.

### STATION USER AGREEMENTS:

Chief Connor stated that a request to use the meeting room for a Hunter's safety course had been received. There is a District policy that prohibits firearms on the premises except for law enforcement personnel. In the past the Board had denied adding an exemption in the policy for this type of request. Chairman Hollis stated that the District probably does not want to have a policy prohibiting firearms due to the second amendment rights. He suggested consulting with Attorney Brian Snure to get his opinion.

### CORRESPONDENCE:

### CHIEF'S REPORT:

#### **Alarms**

In November, the District responded to 36 BLS Aid calls, 9 ALS Aid calls, 14 Fire calls and 8 Service calls for a total of 67. The fiscal year to date total at the end of the month was 144 alarms, compared to 134 in the 2014 fiscal year. The calendar year to date total at the end of the month was 758 alarms compared to 699 in 2013. The District requested mutual aid on 5 alarms of which we cancelled 3 times. The District provided mutual aid on 25 alarms of which we were cancelled 12 times.

The 01:30 turnout time standard was achieved on 40 of 60 calls which is 66.7%. The 90% turnout time was 02:08. Alarm Charts for the month were provided for review.



## King County Fire Protection District No. 27

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

Chief Connor reported that three recruits will be finishing up the EMT class next week. One other recruit completed live fire training last month. All four of the recruits will need Hazardous Materials training which will be scheduled in January. Chief Connor stated that the next recruit class will begin in January and the District has received several applications.

### **NORCOM**

Chief Connor reported that the regular monthly Governing Board meeting is scheduled for this coming Friday morning. NORCOM has sent the District a HIPPA Memorandum of Understanding (MOU) for review. It is unclear whether NORCOM is a "covered entity" or a "business associate", however the NORCOM attorneys are recommending signature of an MOU as a precautionary measure.

### **Shared Staffing**

No updates at this time. Orientation of one additional employee that has expressed an interest in the shared staffing program will be scheduled sometime next year.

### **ESO Electronic Patient Care Records (EPCR)**

Chief Connor reported that ESO has been used since November 1, 2014 for Medical Incident Report Forms (MIRF) reporting. Paper MIRF's are still being completed and retained. The next phase will implement use of the mobile based (tablet) interface for MIRF entry directly into the new system and eventual elimination of the paper based MIRF. It is expected that the next phase (direct tablet entry) will be implemented at the first of the year or by the first of February.

### **Dry Sprinkler System**

Chief Connor stated that the sprinkler system access panel in the kitchen has been installed to facilitate access to the drain point.

### **Furniture**

Chief Connor reported that the new furniture for the living room had arrived.

### **Employee Disabilities**

Chief Connor reported that two career employees are currently unable to work due to on duty injuries.

### **King County Levy Prorationing Agreement**

Chief Connor reported that Attorney Brian Snure has been working on an ILA with King County to eliminate or minimize the effects of any prorationing that may occur as a result of a levy lid lift to finance the "Puget Sound Emergency Radio Network" (PSERN). The cost of this work is being shared with two other agencies that Brian Snure represents. The current agreement includes language in the recitals that "Fire Districts will benefit from and support the project", Attorney Snure is seeking input on whether the language was objectionable.

### **KCSO Rental Agreement**

Chief Connor stated that the rental agreement with the County was revised to continue on a month to month basis after the initial period had expired. The agreement will convert beginning January 1, 2015. The County has expressed an interest in continuing to utilize the agreement.

### **Compensation for FTA Graduation**

Chief Connor asked that the Board approve Commissioner compensation for attendance at the FTA graduation which was held on November 13<sup>th</sup> at 7:00 p.m.

Commissioner Meredith made a Motion to approve compensation for the FTA graduation. Commissioner Hansen provided a second, the Board approved unanimously.  
Motion Carried.

### **Executive Session**

Chief Connor requested that an executive session be held in accordance with RCW 42.30.110(1)(g) and RCW 42.30.140(4)(a).

King County Fire Protection District No. 27

**UNFINISHED BUSINESS:**

**Engine Procurement**

Chief Connor reported that he is expecting that the District will be receiving the change order information this week from Spartan. The pre-construction conference was held on August 19<sup>th</sup> and 20<sup>th</sup>. The purchase agreement was signed on June 11, 2014, and delivery is expected prior to June 11, 2015.

**Petition to Annex into the District**

Chief Connor reported that the District had received a revised petition for annexation into the District from the property owners residing at 4101 356<sup>th</sup> DR SE. A letter has been sent to the other nearby property owner as directed by the Board.

A proposed Resolution 2014-4 was presented for review. The resolution accepts the 60% petition as valid; declares that the District is the lead agency for SEPA review; finds that the annexation will not significantly affect the environment; adopts the final SEPA Determination of Nonsignificance; sets the date and time for a public hearing; directs the District Secretary to publish notice of such hearing; and authorizes the Fire Chief to file a Notice of Intention with the Boundary Review Board. Chief Connor stated that the District will incur some costs associated with certifying the property's legal description and attorney fees.

**Public Comment Procedures**

Resolution to be drafted.

**2015 Budget**

Chief Connor reported that a final budget will be prepared for adoption by the Board in accordance with the direction provided.

**Executive Session**

The Board convened into a 15 minute Executive Session at 7:55 p.m. in accordance with RCW 42.30.110(1)(g) and RCW 42.30.140(4)(a). At 8:10 p.m. an additional 30 minutes was requested. At 8:40 p.m. the Board closed the Executive Session and opened the Regular Meeting.

**NEW BUSINESS:**

**OTHER:**

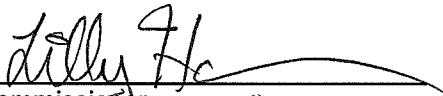
**Adjournment:**


With no further business to discuss the meeting was adjourned by Chairman Hollis at 8:40 p.m.


Attest:

Melinda Evans  
Board Secretary

Melinda Evans

  
Commissioner

  
Commissioner

  
Commissioner

