

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 13, 2015 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
Chief Connor
Secretary Evans

In Attendance:

FF Fleming
FF Baker
FF Betz

Commissioner Meredith - Absent and Excused

BUSINESS FROM THE FLOOR:

Local Board for Volunteer Firefighter Meeting

The Board convened into the Local Board for Volunteer Firefighter's meeting at 7:02 p.m. to discuss an accident report and medical claims. At 7:10 p.m. the Board convened back into the regular meeting.

Public Hearing Harkleroad Annexation

Chairman Hollis opened the public hearing at 7:10 p.m. No attendance from the general public and no comments received. The public hearing was closed at 7:11 p.m.

Chief Connor provided an update on the annexation process.

APPROVAL OF MINUTES:

On a Motion made by Chairman Hollis and a second by Commissioner Hansen the Board approved the minutes of the September 8, 2015 regular meeting and September 21, 2015 special meeting.

Motion Carried.

WARRANTS:

The Board reviewed the various vouchers drawn on the expense fund. The audit expense was discussed and Secretary Evans stated that an additional 40 hours is expected to be billed to the District. Chief Connor provided an update on the audit and stated that the Auditor will have some recommendations at the exit conference.

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

Voucher No. 21025 - 21058 totaling \$50,420.43
Payroll and EFT transactions totaling \$124,289.48
Motion Carried.

FINANCIAL REPORTS:

The Board reviewed the monthly budgets and financial statements.

STATION USER AGREEMENTS:

Fall City Park District – Board Meeting; November 10, 2015, 7:00 – 9:00 p.m. - Approved

CORRESPONDENCE:

State Auditor's Office

A letter inviting the Commissioners to the exit conference on November 2, 2015 at 10:00 a.m. had been emailed to the Board.

CHIEF'S REPORT:

Alarms

In September, the District responded to 33 BLS Aid calls, 18 ALS Aid calls, 17 Fire calls and 3 Service calls for a total of 71. The fiscal year ended with 848 alarms, compared to 818 in the 2014 fiscal year. The calendar year to date total at the end of the month was 638 alarms compared to 614 in 2014. The District requested mutual aid on 7 alarms of which we cancelled 2 times. The District provided mutual aid on 25 alarms of which we were cancelled 9 times.

King County Fire Protection District No. 27

The 01:30 turnout time standard was achieved on 40 of 65 calls which is 61.5%. The 90% turnout time was 02:02. Alarm Charts for the month were provided for review.

Volunteer Firefighters / E Shift Program

The four new recruits are attending EMT class until the middle of December on Wednesday evenings and all day Saturday. Three Volunteers have left the department in the past month, one to attend college, one was hired by Spokane, and one resigned.

NORCOM

Chief Connor reported that the regular monthly Governing Board meeting was held last Friday morning. A new three year labor contract with the NORCOM associated guild was approved and ratified.

Shared Staffing

No update at this time.

Ambulance License

Chief Connor reported that the District had renewed the verified trauma service (Ambulance) license.

November Regular Meeting

Chief Connor advised the Board that he would be returning from an out of State vacation trip on the day before the next regular meeting.

Executive Session

Chief Connor requested that an executive session be held in accordance with RCW 42.30.110(1)(g) to discuss the performance of a public employee.

UNFINISHED BUSINESS:

Engine Procurement

Chief Connor reported that the new engine is being stored here pending installation of the inverter unit, which is scheduled to begin this week. A list of items which require adjustment, repair or further work has been compiled and conveyed to the Spartan dealer.

Harkleroad Annexation

Chief Connor reported that a Notice of Intention will be filed with the Washington State Boundary Review within the next week. The filing will begin the 45 day comment period.

2012-2014 State Audit

Chief Connor stated that the audit was complete including a financial audit for 2014. An exit conference is scheduled for 10:00 a.m. on Monday November 2, 2015. If a quorum of the Board attends the conference will have to be posted as a special meeting. Chairman Hollis and Commissioner Hansen stated that they were interested in attending.

NEW BUSINESS:

2016 Draft Budget

A preliminary draft budget was presented for discussion. Chief Connor noted that at least two or three expense line items would need to be increased. Chief Connor discussed the capital equipment line item and the needs of the department with emphasis on procuring new defibrillators and MDT (Mobile Data Terminals). The three person staffing line item was discussed with the Board being in favor of continued funding. Chief Connor also reminded the Board that there had been discussion earlier in the year about transferring \$100,000 into the reserve accounts this year.

The levy worksheet was provided to the Board and reviewed; the current levy amount for 2016 is \$1,482,974 with a tax levy rate of \$1.44. Chief Connor conveyed that we will continue to make some adjustments to the draft and provide and update at the next meeting.

OTHER:

The open house is scheduled to occur on October 24th from 1:00 – 3:00 p.m. Information on the event has been sent out locally.

King County Fire Protection District No. 27

EXECUTIVE SESSION:

The Board convened into a 15 minute Executive Session at 8:00 p.m. to discuss the performance of an employee in accordance with RCW 42.30.110(g). The Executive Session ended at 8:15 p.m. and the Board convened back into the regular meeting.

Adjournment:

With no further business to discuss the meeting was adjourned by Chairman Hollis at 8:15 p.m.

Attest:
Melinda Evans
Board Secretary

Melinda Evans

[Signature]

Commissioner

[Signature]

Commissioner

Commissioner