

# 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 September 13, 2016 at Station No. 271 located at 4301 334th PL SE in Fall City, Washington.

Commissioner Meredith called the meeting to order at 7:00 p.m.

### Present:

Chairperson Hansen – via phone  
Commissioner Hollis  
Commissioner Meredith  
Chief Connor  
Secretary Evans

### In Attendance:

FF Fleming  
FF Noble

### BUSINESS FROM THE FLOOR:

FF Fleming stated that the Local will be campaigning and posting signs in the community in support of the levy. The Board was appreciative of the Local's support. FF Fleming thanked the Board for their continued support.

### APPROVAL OF MINUTES:

On the Motion of Commissioner Meredith and a second by Commissioner Hollis, the Board approved the minutes of the August 9, 2016 regular meeting. Motion Carried.

### WARRANTS:

The Board reviewed the various vouchers drawn on the expense fund. On the Motion of Commissioner Meredith and a second by Commissioner Hollis, the Board approved the following expenses: Voucher No. 21451-21482 totaling \$35,176.19, Payroll and EFT's totaling \$102,704.24. Motion Carried.

### FINANCIAL REPORTS:

The Board reviewed the monthly budgets and financial statements.

### STATION USER AGREEMENTS:

### CORRESPONDENCE:

#### **Snure Seminar - October 26, 2016, WFCA Conference - October 27-29, 2016**

Chief Connor stated that he may attend the Snure seminar.

#### **KC Commissioners Meeting - September 21, 2016**

The District will be hosting the meeting next Wednesday.

### CHIEF'S REPORT:

#### **Alarms**

In August, the District responded to 44 BLS Aid calls, 11 ALS Aid calls, 15 Fire calls and 8 Service calls for a total of 78. The fiscal year total at the end of the month was 733 alarms, compared to 777 in the 2015 fiscal year. The calendar year to date total at the end of the month was 543 alarms compared to 567 in 2015. The District requested mutual aid on 9 alarms of which we cancelled 3 times. The District provided mutual aid on 25 alarms of which we were cancelled 15 times.

The 01:30 turnout time standard was achieved on 42 of 75 calls which is 56.0%. The 90% turnout time was 02:21. Alarm Charts for the month were provided for review.

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

Two of the newest recruits have begun EMT training which will continue until the middle of December. One of the newest recruits is now working shifts and we will be working to get the others ready.

### NORCOM

Chief Connor reported that the regular monthly Governing Board meeting was held last Friday morning.

#### **Shared Staffing**

Chief Connor reported that a draft Letter of Agreement concerning Shared Staffing has been created for review and consideration. Work will continue with the Local to agree on a final document.



**King County Fire Protection District No. 27**

**Defibrillator Replacement**

Chief Connor reported that an invoice had been sent to King County EMS for reimbursement of \$6,726 from the BLS Core funds. Training is nearly complete and the units will then be placed in service.

**North Driveway Drainage Issue**

Chief Connor reported that King County had installed a catch basin and drainage pipe adjacent to the North entrance driveway. This is expected to resolve the poor drainage issue.

**Tire Replacement**

Chief Connor reported that replacement tires were installed recently on the Tender and front line Aid unit.

**Consolidation Exploration**

Chief Connor reported that a second meeting was re-scheduled to occur on Wednesday, September 14<sup>th</sup>.

**800 MHz Radio Re-banding / Re-programming**

Chief Connor reported that the reprogramming of all of the 800 MHz mobile and portable radios had been completed.

**Mobile Data Computers (MDC's)**

Chief Connor reported that one of the Mobile Data Computers has been installed and is operational in the front line Aid unit. The front line Engine is awaiting arrival of a mounting bracket system which will be installed when it arrives.

**LOA Gap Shifts**

Chief Connor provided a Letter of Agreement (LOA) for review and consideration. The LOA addresses filling the 2 hour shifts that exist when staffing drops to two at 06:00 and three employees are not scheduled to begin duty until 08:00.

After review, Commissioner Meredith made a Motion to approve the Letter of Agreement for filling the two hour gap shifts. Chairperson Hansen provided a second. Motion Carried.

**Pre-Fire Plans**

Chief Connor reported that 46 Pre-Fire plan document sets were completed and uploaded to NORCOM, Active911, and on a Google drive. There are a few more which will be completed and uploaded soon.

**UNFINISHED BUSINESS:**

**Ballot Measure M&O Levy**

The District received from the elections office the final proof of the ballot measure information that will be presented in the voters' pamphlet. Secretary Evans stated that a media release about the ballot measure is in the current edition of the Fall City Neighbors' newsletter and posted on the District's website. Distribution to the Snoqualmie Valley Record and other social media will occur.

**Survey for District Members**

Chairperson Hansen reported that survey monkey or survey planet could be used with minimal costs to the District. The basic survey has a limit of 10 questions and 100 email responses. Commissioner Meredith stated that we'll have to come up with the questions to ask and he also suggested including a comment or idea section. The Board will discuss further at the next meeting.

**Other:**

The flyer for the October open house was provided to the Board.

FF Fleming invited the Commissioners to the Fire Ground 101 presentation at the Bellevue Fire Training facility on October 15<sup>th</sup>.

**Adjournment:**

With no further business to discuss the meeting was adjourned by Commissioner Meredith at 7:39 p.m.

Attest:

Melinda Evans  
Board Secretary

Melinda Evans

[Signature]  
Commissioner

[Signature]  
Commissioner

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Commissioner