

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 11, 2016 at Station No. 271 located at 4301 334th PL SE in Fall City, Washington.

Chairperson Hansen called the meeting to order at 7:00 p.m.

Present:

Chairperson Hansen
Commissioner Hollis
Chief Connor
Secretary Evans

In Attendance:

Lt. LeDoux
FF Yancey
FF Bandy – 7:08
FF M. Larson – 7:08

Commissioner Meredith absent and excused

BUSINESS FROM THE FLOOR:

APPROVAL OF MINUTES:

On the Motion of Commissioner Hollis and a second by Chairperson Hansen, the Board approved the minutes of the September 13, 2016 regular meeting. Motion Carried.

WARRANTS:

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

On the Motion of Commissioner Hollis and a second by Chairperson Hansen, the Board approved the following expenses: Voucher No. 21483-21522 totaling \$58,949.70, Payroll and EFT's totaling \$120,226.26. Motion Carried.

FINANCIAL REPORTS:

The Board reviewed the monthly budgets and financial statements.

STATION USER AGREEMENTS:

CORRESPONDENCE:

King County Council Letter

A letter to submit our tax levy request by December 5, 2016 was received by King County.

CHIEF'S REPORT:

Alarms

In September, the District responded to 45 BLS Aid calls, 13 ALS Aid calls, 5 Fire calls and 11 Service calls for a total of 74. The fiscal year total at the conclusion of the year was 807 alarms, compared to 848 in the 2015 fiscal year. The calendar year to date total at the end of the month was 617 alarms compared to 638 in 2015. The District requested mutual aid on 7 alarms of which we cancelled 1 times. The District provided mutual aid on 23 alarms of which we were cancelled 11 times.

The 01:30 turnout time standard was achieved on 49 of 67 calls which is 73.1%. The 90% turnout time was 01:45. Alarm Charts for the month were provided for review.

Volunteer Firefighters / E Shift Program

Chief Connor reported two of the newest recruits are continuing with EMT training until the middle of December. One of the newest recruits has resigned. One other member is relocating out of the area. It is likely another member will be hired before the end of the year. Chief Connor stated that the two recruits attending EMT training would be included in the E-shift schedule very soon. He further stated that the recruit academy may start earlier. Chairperson Hansen inquired about the current list of applicants and asked if more than six participants could be selected. Chief Connor stated that the number of recruits relates to the District's capability of providing quality training and having instructors available and limiting the number to six has worked well for us in the past.

NORCOM

Chief Connor reported that the regular monthly Governing Board meeting is scheduled to occur this coming Friday morning.

Shared Staffing

Chief Connor reported that the District and Local have completed a Letter of Agreement (LOA) concerning Shared Staffing. The proposed LOA was provided to the Board for review and consideration.

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Chief Connor reviewed the LOA with the Board and recommended the Board approve and authorize signature of the LOA.

Commissioner Hollis provided a Motion to approve the Shared Staffing Letter of Agreement and authorized signing of the agreement. Chairperson Hansen provided a second to the Motion.
Motion Carried.

Defibrillator Replacement

Chief Connor reported that the new defibrillators were placed in service on September 26th and have already been used once on an incident. The District has received the \$6,726 reimbursement from King County EMS.

Tire Replacement

Chief Connor reported that the studded tires for the reserve aid unit are too old to utilize this winter. The studded tires are normally installed on the vehicle in the middle of November. Chief Connor requested that the Board consider purchase of 6 new tires if the excess levy passes.

Consolidation Exploration

Chief Connor reported that a second meeting occurred on Wednesday September 14th. A list of potential areas of collaboration were discussed, such as administrative back up functions, utilization of like accounting software, training coordination and sharing of reserve apparatus.

Mobile Data Computers (MDC's)

Chief Connor reported that the second Mobile Data Computer (MDC) was installed and is operational in the front line Engine.

Addendum to Ambulance Service Agreement

Chief Connor stated that an addendum to the Ambulance Service Agreement has been negotiated with AMR and the other Fire agencies. The proposed addendum was provided to the Board for review and consideration. Chief Connor reviewed the addendum with the Board and recommended the Board authorize the Chair to sign the addendum.

On the Motion of Commissioner Hollis and a second provided by Chairperson Hansen, the Board approved the AMR Ambulance contract addendum.
Motion Carried.

Labor Management Meeting

Chief Connor reported that a Labor Management Meeting was scheduled to occur tomorrow morning to discuss Medical / Dental Insurance premium increases.

Subpoena - Animal Services Enforcement Appeal

Chief Connor reported that three employees had been subpoenaed to attend and testify at a hearing next week. One has since been excused. The subpoena also directs the employees to bring with them all documents related to a medical incident which occurred in June. Chief Connor contacted Attorney Brian Snure as some of the documents contain Protected Health Information (PHI). Attorney Snure is assisting with compliance issues surrounding providing documents and testimony that contain PHI in the absence of a specific release or adherence to patient privacy laws.

Executive Session

Chief Connor requested an Executive Session at the end of the meeting to be held in accordance with RCW 42.30.110(1)(g) to review the performance of a public employee.

UNFINISHED BUSINESS:

Ballot Measure M&O Levy

Secretary Evans stated that the informational flyer is scheduled to go out on October 19th. A media release was sent to the Snoqualmie Valley Record and another one will be sent to the Fall City Neighbors' for the November issue. Updates to the website and Facebook would occur. Chief Connor stated that he would be speaking at the Fall City Community Association meeting on October 14th. Reaching out to other groups was also discussed.

Employee Survey

Chairperson Hansen shared some question and ideas about the survey with the Board. She stated that she could take the lead in setting up the survey with one of the web based companies.

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NEW BUSINESS:

2017 Draft Budget

The preliminary tax levy worksheet for 2017 was provided to the Board. The 2017 tax levy amount is currently projected at \$1,517,702, an overall increase of 2% from last year or \$30,386. The levy rate has decreased down to \$1.40. The tax resolutions will need to be submitted to the County no later than Friday, December 5th.

Chief Connor reported that the BLS funding formula that King County EMS uses had recently been scrutinized by the Auditor. The smaller agencies receive an additional funding appropriation and the Auditor is recommending across the board equalization of that funding formula. This could potentially decrease the District's EMS revenue by 20%. Chief Connor stated that he didn't think this would occur in the current levy cycle which goes through 2019 but we need to pay attention to it for the future.

Executive Session:

The Board convened into a 5 minute Executive Session at 8:30 p.m. with Chief Connor in accordance with RCW 42.30.110(1)(g) to review the performance of a public employee. An additional 15 minutes was requested to continue the discussion. The Executive Session ended at 8:50 p.m. and the Board convened back into the regular meeting.

Other:

Adjournment:

With no further business to discuss the meeting was adjourned by Chairperson Hansen at 8:50 p.m.

Attest:

Melinda Evans
Board Secretary

Melinda Evans

[Signature]
Commissioner

[Signature]
Commissioner

[Signature]
Commissioner

[Signature]