

# 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 March 14, 2022, at Station 152 located at 4301-334th Place SE, Fall City, Washington, 98024. The meeting was also available remotely with online video and audio conferencing.

Chairman Meredith called the meeting to order at 7:01 p.m.

### **Present:**

Chairman Daniel Meredith  
Commissioner Lilly Hansen  
Commissioner Eric Hollis  
Chief Brian Culp  
Secretary Melinda Wall

### **In Attendance:**

DC Patrick LeDoux	Lt Scott Fleming
Lt Steve Bandy	Kristopher Belfield
FF Marcus Noble	Dave Hart
FF Dane Brookshear	George Robertson
FF Rena Echols	

### **BUSINESS FROM THE FLOOR:**

**Public Comment Period** – Dave Hart thanked the Board for having the banquet this year and thought it was very good.

**Commissioner Hollis Recognition of Service** – Chief Culp recognized and provided Commissioner Hollis with his 15-year Fire District pin and Certificate of Achievement Award for his more than 15 years of service with the District. The Board conveyed their appreciation for his service.

### **APPROVAL OF MINUTES:**

On the Motion of Chairman Meredith and a second by Commissioner Hansen, the Board approved the Minutes of the February 14, 2022, Regular Meeting. MOTION CARRIED.

### **WARRANTS:**

On the Motion of Chairman Meredith and a second by Commissioner Hansen, the Board approved the following expenses: Vouchers No. 23853-23882 totaling \$51,137.83; Payroll and EFT transactions totaling \$137,060.34. MOTION CARRIED.

### **FINANCIAL REPORTS:**

#### **2022 Budgets**

The Board reviewed the monthly budgets and financial statements.

### **CORRESPONDENCE:**

Public Disclosure Commission - F1 Statements Due 4/15/2022

### **STATION USER AGREEMENT:**

NW China Painters – Group Meetings and Painting Demonstrations  
4/6/22, 5/4/22, 9/7/22, 10/5/22, 11/2/22, 12/7/22 - Approved

### **CHIEF'S REPORT**

#### **Alarms :**

For February 2022, the District responded to 38 Aid calls, 14 Medic calls, 18 Fire Calls, and 9 Service calls for 79 total calls. The year-to-date total is 162 calls compared to 150 calls in 2021.

Turn-out Times: February 2022 – The turnout time standard was achieved on 50 of 76 calls which was 65.8%. The 90% turnout time was 2:26.

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

- We have our 2022 volunteer recruits that have started their EMT Course. The sixth recruit will begin to work with the career staff on E-Shift to be on the Aid-Car until fire training begins mid-year.
- Volunteer Nikki Eaton has resigned from the department. She had been on leave during her

## King County Fire Protection District No. 27

pregnancy and could not commit the time after having her baby. I want to thank Nikki for the time that she gave Fall City.

- Volunteer Amy Juliano is on a leave of absence from the department while she attends the recruit academy.

### Career Staff:

- Probationary Firefighter Lussier is doing well at the WTA. On April 22, 2022, graduation will be at the TPC Snoqualmie Ridge at 10:00 AM.
- We have a lot of upcoming training for both the career and volunteer staff. We will have our Wildland Refresher (RT-130) on April 11 and 12. The career staff will be going through Firefighter II training in-house, and then both the volunteers and career staff will conduct LPG and Flammable liquid burns at the WTA in late April and May.
- Lieutenants Bandy and Fleming, and I are taking the online Blue Card Training that deals with the management of scenes. After completion, there will be a three-day scenario testing.

### Station/Equipment Projects:

- Boat 152 has returned from Seattle after repairs to the bottom of the haul and to seal a leak. The boat has been out on the river for testing and training for the upcoming season.
- After our recent rains, we had several leaks within the apparatus bay. Repairs by a contractor are complete.
- As placed into the FY22 budget, we will be starting the fence project this month. The project's cost will cost be approximately \$20,500.00.

### Grants

- The FEMA Fire Prevention and Safety Grant closed on February 18. It will be several months before we hear anything on the grant.
- A grant through DNR provides operational and PPE funded through House Bill 1168 that relates to long-term forest health and reducing wildland dangers. The grant will close out on March 31.

### Aid-Car

- Lt. Fleming and I will meet with the vendor to get the final specs completed and start getting a contract to present to the Commission for consideration.

### COVID-19

- As you know, the State and King County have lowered the mask mandate. Some of the policies on COVID-19 will start to go away, like daily POC testing and having to wear an N-95 mask on all EMS calls. We will continue to follow public health guidance on changes and keep everyone updated.

### Community Involvement

- A reminder that Fall City Days will be on June 11, 2022, and we will be involved in that event.
- We will be working with the King Conservation District to set up some community meetings on establishing Firewise Communities to lower our risk of wildfires within the Fall City area.

### Unfinished Business:

- Policy – Volunteer Management Policy
- Policy – Nominal Fee Policy
- Resolution 2022-01 Adoption of the 2022-2025 Strategic Plan

## King County Fire Protection District No. 27

### **UNFINISHED BUSINESS:**

#### **Strategic Plan Draft**

Chief Culp provided an update on the Strategic Plan to the Board. He stated that a letter of support from the Union was received today and will be included in the plan document. Chairman Meredith offered to draft the letter from the Board that would be included in the plan document. Chief Culp stated that work is underway and our funding initiatives will be our first focus. He stated that he would like to identify the best funding options for the District by doing a review of the fire benefit charge and comparing this with a lid lift and the M&O levy. Further analysis would be presented to the Board for review and to the community for their input. After a brief discussion, the Board moved to adopt the following resolution.

#### **Resolution 2022-01 – Adoption of Strategic Plan for Years 2022-2024**

On the Motion of Chairman Meredith and a second by Commissioner Hansen the Board approved Resolution 2022-01 Adoption of Strategic Plan for 2022-2024. MOTION CARRIED

#### **Volunteer Management Policy**

Chief Culp provided an update on the administrative policy and stated that he had met with the volunteers and reviewed the policy details with them. The effective date would be April 1. Chairman Meredith thought the policy was very good and was outlined to provide clear direction. Commissioners Hansen and Hollis concurred.

On the Motion of Chairman Meredith and a second by Commissioner Hollis, the Board approved the Volunteer Management Policy. MOTION CARRIED

#### **Nominal Fee Program Policy**

Chief Culp provided an update on the administrative policy. He stated that the District has a current nominal fee program which includes the E-shift program. The new policy will include additional incentives for training and obtaining certifications and other reimbursements. It also addresses an annual limit to keep within Department of Labor and FLSA guidelines. Chairman Meredith stated as with the other policy he thought that the Nominal Fee Program policy was concise and will also provide clear direction. Commissioners Hansen and Hollis agreed. Further discussion ensued.

On the Motion of Chairman Meredith and a second by Commissioner Hansen, the Board approved the Nominal Fee Program Policy. MOTION CARRIED

### **NEW BUSINESS:**

Resolution 2022-01 – Adoption of Strategic Plan – Action taken under Unfinished Business.

### **OTHER:**

Commissioner Hollis stated that he is in the process of moving out of Fall City and will be resigning from the Fire District. After discussion, Commissioner Hollis stated that he would provide a letter of resignation to the Board and make it effective March 31, 2022.

Chairman Meredith and Commissioner Hansen and others present, conveyed their appreciation for the years of service that Commissioner Hollis has provided to the District. Chief Culp conveyed his appreciation to Commissioner Hollis for the support that he has provided to him over the past year.

After a brief discussion on the appointment process the Board decided to wait until the next meeting before moving on any advertisements for the position.

DC LeDoux commented that today they had a Labor-Management meeting and he wanted to recognize the Union for their efforts in supporting the Department's mission and goals in the Strategic Plan. He also shared his appreciation to Commissioner Hollis for his service to the Department.

### **Adjournment:**

With no further business to discuss the meeting was adjourned by Chairman Meredith at 7:37 p.m.

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

Attest:

Melinda Wall  
District Secretary

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Chairman

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Commissioner

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Commissioner

Minutes Approved - Pending Signatures