

King County Fire District 20
Board of Commissioners Special Meeting Minutes
March 20, 2017
5:00p.m.

I. CALL TO ORDER

Chairman Terry Miller called the meeting to order at 5:17 p.m. at the King County Fire District 20 Administration Training Room, 12424 76th Ave S, Seattle, WA 98178.

Commissioners present: Terry Miller, Cynthia Lamothe and Eugene Lux
Staff present: CFO D. MaKaeli, AA Greer, AA M. MaKaeli, IBC Wyckoff, LT Bartlett, LT Fitzgerald, FF Blair, FF Cunningham, FF Hopper, Vol FF Correa, Vol FF Doherty, Vol FF Selby, ISO Henry and PIO Nelson

II. DISCUSSION REGARDING FIRE CHIEF POSITION/ADMIN STAFF TRANSITION

- a. Discussion continued from the previous meeting regarding the Fire Chief position.
- b. Discussion regarding the Fire Chief job description and whether it is best to use a general job description or a more detailed description of essential functions?
- c. The Board discussed interested candidates for the Fire Chief position that have reached out to the District.

*M/S/C: LAMOTHE/LUX/ALL: Motion to have CFO MaKaeli finalize job description based on Board direction tonight and conduct a salary study with other fire districts for Total Cost of Compensation.

- d. Discussion regarding the number of hours our Fire Chief would be expected/needed to work.
- e. Discussion regarding the next steps for the District Including the potential of contracting for Fire Chief, CFO and Payroll/Payables.

*M/S/C: MILLER/LUX/ALL: Motion to have CFO MaKaeli request proposals for contracting for an estimated 3-6 months, with the option to renew, for Fire Chief, CFO and Payroll/Payables services.

III. ADJOURNMENT

*M/S/C: LAMOTHE/LUX/ALL: There being no further business before the Board, the special meeting was adjourned at 6:21 p.m.



Terry Miller, Chairman of the Board

Attest:



Eugene Lux, District Secretary

*Motion/Second/Concur