

King County Fire District 20
Board of Commissioners Regular Meeting Minutes
October 09, 2017
5:00 p.m.

I. CALL TO ORDER

Chairman Terry Miller called the meeting to order at 5:06 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 Gene Lux.

Staff present: Chief Eric Hicks, Captain Tracy Wyckoff, Lt. Tom Kolar, Office Admin. Bonnie Netherby, Admin. Assistant Sharon Greer, PIO Eric Autry. Firefighter Kevin Blair arrived at 5:10 pm.

II. PUBLIC COMMENT – None.

III. MINUTES APPROVAL

*M/S/C: LAMOTHE/LUX/ALL: Motion to approve meeting minutes with amendments for regular meeting September 11, 2017.

IV. UNFINISHED BUSINESS

None

V. NEW BUSINESS

*M/S/C: Lamothe/Lux/All: Motion to cancel regular budget meeting scheduled for October 16, 2017.

VI. CHIEF REPORT

1. Operations

a. Chief reports 151 calls with 1 residential fire in the month of September.

2. Community Events

a. Lake Shore Retirement held a fundraiser for the fire department. This revenue is dedicated to EMS equipment.

b. A success fall clean was held September 16 with members of the community picking up trash and pulling weeds along Renton Ave S. Thanks to the members of the department for their assistance with the event.

3. Excess Levy

a. Chief will present the Levy Fact Sheet to members of the community at the West Hill Community Association Quarterly meeting on October 17 at the VFW. The fire department host a table and meet with community starting at 6:00 pm. Chief is scheduled for present Levy Fact Sheet to WHCA meeting on Wednesday, October 11.

4. Capital Projects

a. Chief met with an architect to discuss expanding the drill tower to include two apparatus bays, storage and a generator for emergency power. Chief presented his plan to sell Station 21. Discussion followed.

- b. The paint and new carpet in the administration building has been completed. Work in the offices in Station 22 is underway and includes paint & resurfacing both sets of stairs. Future projects include replacing the carpet in the resident's rooms and bunk room with a hard surface. This will make cleaning and sanitization easier. Discussion followed.
- c. Seventy-two ceiling tiles have been replaced in admin and station 22. Light fixtures in courtyard area have been fixed.
- d. All items mentioned in the drainage facility inspection by King County have been addressed.

5. Recruitment

- a. Oral board interviews were held on October 4th and 5th. Twenty-one recruit candidates were interviewed. The top eight will be invited to attend the Spring 2018 Fire Training Academy. Three alternates have been selected in. Two candidates with IFSAC Firefighter I certificates were also interviewed and will be invited to join our volunteer fire fighter program.

6. Personnel

- a. Public Information Officer Eric Autry was introduced to the board. He started effective October 9, 2017.

7. Training and Conference

- a. Chief attended King County Fire Chief's Association Leadership Conference on September 27 and 28. Chief plans to attend the Fire Commissioners Annual Conference and Snure Seminar with Commissioners Miller and Lamothe on October 25 – 28.

VII. FINANCIAL REPORTS

- a. The Board reviewed the monthly financial reconciliation reports and Budget as of September 2017. The transfer of \$200,000 from reserve into the general fund was processed. There was a problem with the transfer of funds from the two bond accounts. These transfers were held up due to programming issues at King County. Bonnie will follow up on this issue.
- b. Bonnie is working on the draft budget to be presented to the board at November 13 Board Meeting.
- c. Bonnie attended the Washington Fire Commissioners 2017 Health Care Workshop on September 14 in Lynnwood. Medical insurance premium costs will increase 5% in 2018. CPI will increase to 2.5% in 2018.
- d. Preliminary budget numbers look much the same as last year with some vendors increasing rates. Bonnie will prepare two draft budgets; one if the levy passes.
- e. Bonnie attended Washington State Auditor's BARS class and Governmental Accounting class in October. Discussion followed

VIII. CONSENT AGENDA APPROVAL OF EXPENDITURES

*M/S/C: LAMOTHE/MILLER/ALL: Motion to approve vouchers and payroll expenses.

- a. Blanket Vouchers 171001001 through 17100107 for \$102,319.80
- b. 1st ACH Payroll for \$40,881.78
- c. 1st Payroll Taxes for \$20,488.12
- d. 2nd ACH Payroll for \$26,104.60
- e. 2nd Payroll Taxes for \$11,142.30

IX. GOOD OF THE ORDER

- a. Commissioner attended annual NAEFO Conference. No decision was reached on joining NAEFO at this time.
- b. Spouse & Orphans Fund elected a new treasurer.

X. CORRESPONDENCE

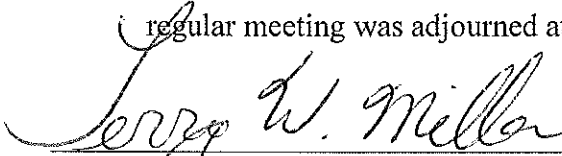
None

XI. EXECUTIVE SESSION

None

XIII. ADJOURNMENT

*M/S/C: LAMOTHE/MILLER/ALL: There being no further business before the Board, the regular meeting was adjourned at 5:41 p.m.



Terry Miller, Chairman of the Board

Attest:



Eugene V. Lux, Fire Commissioner

*Motion/Second/Concur