

King County Fire District 20
Board of Commissioners Regular Meeting Minutes
January 12, 2018
5:00 p.m.

I. CALL TO ORDER

Chairman Terry Miller called the meeting to order at 5:00 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 Craig Buckton.

Staff present: Chief Eric Hicks, Captain Wyckoff, PIO Autry, Office Administrator Netherby & Admin. Assistant Greer.

II. OATH OF OFFICE

Newly elected Commission Craig Buckton was welcomed and introduced. Chairman Miller administered the Oath of Office. Commissioner Buckton was elected to Position No. 1 for a 6-year term.

III. CALL FOR NOMINATIONS

a. Chairman Miller called for nominations for Chairman of the Board for 2018. Commissioner Miller nominated Commissioner Lamothe. Lamothe declined the nomination and nominated Miller. Terry Miller accepted the nomination.

*M/S/C: LAMOTHE/BUCKTON/ALL: Motion carried to elect Terry Miller as Board Chairman for 2018.

b. Chairman Miller called for nominations for Vice-Chairman of the Board for 2018 and nominated Commissioner Lamothe. Cynthia Lamothe accepted the nomination.

*M/S/C: MILLER/BUCKTON/ALL: Motion carried to elect Cynthia Lamothe as Vice Chairman of the Board for 2018.

c. Chairman Miller called for nominations for District Secretary. Commissioner Lamothe nominated Sharon Greer to serve as District Secretary for 2018. Sharon accepted the nomination.

*M/S/C: LAMOTHE/MILLER/ALL: Motion carried to appoint Sharon Greer as District Secretary of the Board for 2018.

IV. PUBLIC COMMENT – none.

V. APPROVE MINUTES

*M/S/C: LAMOTHE/BUCKTON/ALL: Motion carried to approve regular meeting minutes for December 11, 2017.

VI. UNFINISHED BUSINESS – None.

VII. NEW BUSINESS

a. The Accountability Audit and Financial Statement Audit for 2015 and 2016 is near completion. The admin staff met with audit team for Entrance Conference on January 2 to discuss the scope of the audit.

VIII. CHIEF REPORT

- a. Chief presented the Board with a draft copy of the annual report for review. The Board approved the report and thanked him for his efforts.
- b. John Jeppesen started January 8, 2018 as a fulltime firefighter. He was selected through a testing process to include written test conducted through Public Agency Testing and oral board that was conducted by fire department personnel from other agencies.
- c. Oral Board workshop is scheduled for Saturday, January 6. This workshop will give candidates feedback on their performance to improve interview skills.
- d. Work continues on organizing the annual awards banquet scheduled for February 3 to include invitations, caterer and awards.

IX. FINANCE REPORT

The monthly finance reports were shared with the Board.

X. CONSENT AGENDA

- a. Blanket Voucher 18101001 thru 180101069 totaling \$136,808.60
- b. 1st ACH Payroll for Career \$40,841.90
- c. Payroll for Volunteer \$4,583.46
- d. 1st Payroll Taxes for \$18,878.70
- e. Payroll Taxes for Volunteer for \$2,105.88
- f. 2nd ACH Payroll for Career \$28,127.25
- g. 2nd Payroll Taxes for \$13,000.42

XI. GOOD OF THE DISTRICT

- a. Commissioners plan to attend the annual installation banquet on January 17 that is sponsored by King County Fire Chiefs Association and King County Commissioners Association.
- b. Commissioner Lamothe plans to attend the Saturday Seminar Fire Commissioner 101 on February 3 at Shoreline Fire Department. Commissioner Buckton plans to attend the Saturday Seminar on April 7 in Ocean Shores. Commissioner Miller plans to attend Saturday Seminar on June 2 in Chelan.

XII. CORRESPONDENCE

Letter received from Washington State Firefighters Spouse and Orphan's Fund announcing the retirement of Ed Johnson as Treasurer effective January 1, 2018 and introducing the new Treasurer Charlie Dawson of Camas/Washougal Volunteer Fire Department.

XIII. EXECUTIVE SESSION – NONE

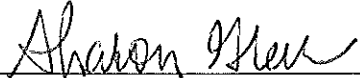
XIV. ADJOURNMENT

*M/S/C: BUCKTON/LAMOTHE/ALL: There being no further business before the Board, the regular meeting was adjourned at 5:34 p.m.



Cynthia Lamothe, Vice-Chairman of the Board

Attest:



Sharon Greer, District Secretary

*Motion/Second/Concur