

King County Fire District 20
Board of Commissioners Regular Meeting Minutes
April 8, 2018
5:00 p.m.

I. CALL TO ORDER

Chairman Terry Miller called the meeting to order at 5:01 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, OA Bonnie Nether by, AA Sharon Greer, PIO Eric Autry & Lt. Mike Fitzgerald.

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT - NONE

VI. MINUTES APPROVAL

*M/S/C: LAMOTHE/BUCKTON/ALL: Motion to approve regular meeting minutes for March 12, 2018 with correction to Section VIII. J. adding the word "be".

V. UNFINISHED BUSINESS - None

VI. NEW BUSINESS

a. Resolution 2018-003 Surplus 2003 Chevrolet Silverado Pickup.

*M/S/C: LAMOTHE/BUCKTON/ALL: Motion to approve Resolution 2018-003.

b. Remodel Training Tower. Chief submitted a draft for proposed architectural plans to Attorney Brian Snure for review. Plans include adding two apparatus bays and a generator to provide power to Station 22 & administration building during power outages.

c. Chief plans to sell Station 21 and will contact at least five Real Estate Agents through MRSC Consultants. Discussion followed. There were no objections from the Board.

d. Grant for Recruitment & Retention of Volunteer Firefighters. The district has been awarded a SAFER Grant for \$209,000 over four years. Funds to be used to hire Retention Coordinator who will be responsible for recruitment & retention, attending job fairs and participating in workshops for area high schools. Salary allowed is \$185,000 over four years.

VII. CHIEF'S REPORT

a. Two of our recruits for spring academy has withdrawn from the program bringing out total number of six recruits attending the academy 18-04. Moving forward we have approximately 100 applicants interested in our recruit academy for the fall. We have scheduled an informational meeting on May 17. We plan to recruit five to ten candidates and run our own academy with Maple Valley fire Department and Enumclaw Fire Department.

b. Chief Hicks and Captain Wyckoff attended Recruit John Jeppesen's evaluation last week at the training consortium. John is doing well and is looking forward to returning to work.

- c. Chief Hicks & Commissioner Buckton attended the Seminar for Newly Elected Commissioners at ocean Shores on April 7.
 - d. Chief attended Career Day for a 3rd grade class at Shorewood Elementary in Burien.
 - e. Chief attended Career Fair at Lindberg High School in Renton and plans to reach out to Everett Community College and Bates Community College.
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- f. On March 19th FF Jordan Neff and PIO Eric Autry provide blood pressure checks at the Health Heart event at Lakeridge Elementary School along with members of the Renton Regional Fire Authority.
 - g. The District has budget \$156,000 to purchase new Self Contained Breathing Apparatus (SCBA) that will meet the new safety standards. Chief is working with Attorney Brian Snure on a purchase agreement with Municipal Emergency Services (MES) & an interlocal agreement with Shoreline Fire Department.
 - h. Strategic Plan. The current strategic plan is still under review.
 - i. Standard Operating Procedures. Chief is working on a new procedure for respiratory that includes testing of SCBA's and record keeping.

VIII. FINANCE REPORT

- a. Bonnie shares a new treasurers report from Bias Software that shows fund totals and account totals of what we have spent and have reconciled with King County,
- b. Board reviewed the reconciled travel account, deposit account & payroll account.
- c. 2018 Budget position report with quarterly totals was reviewed by the Board.
- d. Bonnie reports we have \$180,000 in expenditures this month due to several purchases that include a new pickup, annual property & casualty insurance premium, Bias Software upgrade, semiannual surface water tax, new bunker gear and new smoke machine for the drill tower.

IX. CONSENT AGENDA

- a. Blanket voucher 180402001 through 18040041 for \$121,841.12
- b. Voucher 180404001 for \$7,194.93
- c. Voucher 180403001 through 180403011 for \$46,206.24
- d. Voucher 180401001 through 180401013 for 45,655.74
- e. 1st ACH Payroll for Career & Commissioners \$42,193.83
- f. 2nd ACH Payroll for career \$28,815.37
- g. ACH Payroll for Volunteers \$7,254.42
- h. 1st Payroll Taxes (Career & Volunteer) for \$18,922.19
- i. 2n Payroll Taxes (Career) for \$11,951.81

*M/S/C: BUCKTON/LAMOTHE/ALL: Motion to approve consent agenda.

X. GOOD OF THE DISTRICT

- a. 2nd Annual Skyway Parade Saturday, August 18
- b. Volunteer Fire Fighter Association Community Breakfast on August 18. Funds raised will be donated to Skyway VFW Post 3740.
- c. Bonnie plans to attend a Bias Workshop on April 17 in Yakima to prepare Annual Finance & Accountability Report due May 2018.

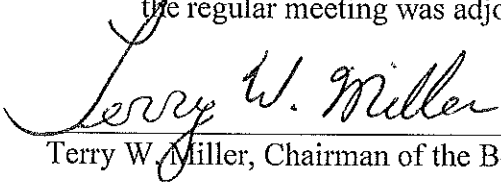
XI. CORRESPONDENCE

- a. Washington Fire Commissioners Association Annual Report for 2017 was shared with the Board.

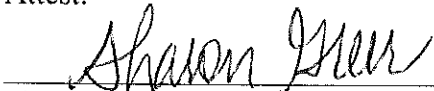
XII. EXECUTIVE SESSION - None

XIII. ADJOURNMENT

*M/S/C: BUCKTON/LAMOTHE/ALL: There being no further business before the Board, the regular meeting was adjourned at 5:46 p.m.


Terry W. Miller, Chairman of the Board

Attest:


Sharon Greer, District Secretary

*Motion/Second/Concur