

King County Fire District 20
Board of Commissioners Regular Meeting Minutes
June 11, 2018
5:00 p.m.

I. CALL TO ORDER

Chairman Terry Miller called the meeting to order at 5:02 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, AA Sharon Greer, Captain Tracy Wyckoff, Lt. Matt Bartlett and Firefighter Mathew Lee. OA Bonnie Netherby was excused. Chief asked for a change to the agenda under New Business b. Hire Two Full Time Employees.

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT - NONE

VI. MINUTES APPROVAL

*M/S/C: LAMOTHE/BUCKTON/ALL: Motion to approve regular meeting minutes for May 7, 2018.

V. UNFINISHED BUSINESS

a. Remodel Training Tower. The Board accepted the Statement of Qualifications from Lawhead Architects P.S. A motion was made to request design plans for training tower remodel.

*M/S/C: LAMOTHE/BUCKTON/ALL: Motion to authorize Chief to request plans from Lawhead Architect.

b. Bryn Mawr Property. Clean up of the lower station continues to prepare for sale of property. We contacted five commercial appraisers and received one proposal for \$4,000. A new line item will be created in budget to track expenditures.

VI. NEW BUSINESS

a. Resolution 2018-006 Surplus Increasing VISA Card Credit Limit.

*M/S/C: LAMOTHE/BUCKTON/ALL: Motion to approve Resolution 2018-006.

b. Proposal to Hire Two Full Time Employees

Chief Hicks presented a Revenue & Expense Report to the Board supporting his request to hire one full time employees to bring full time firefighters on staff to ten. This will enable eight firefighters to be assigned to 24-hour shift and two firefighters will remain on day shift. FF Jeppesen was hired as the ninth firefighter effective January 8, 2018. He will graduate from the South King County Fire Training Consortium Recruit Academy No. 5 on June 19, 2018. The second FTE will be funded by a FEMA grant for Recruitment and Retention Coordinator.

*M/S/C: LAMOTHE/BUCKTON/ALL: Motion to table request until July 9, 2018 regular meeting. Discussion followed.

VII. CHIEF'S REPORT

- a. Operations: Chief reported three residential fires in the district this month. Grease fire in kitchen at 126th & Mission; dryer fire at 126th & 60th, and house fire at 124th & 73rd Lane S.
- b. Chief recognized Fire Fighter Mat Lee who graduated from UW on Saturday with a degree in communications and Fire Fighter Ernie Tao who graduated with a degree in science & biology, with honors.
- c. Chief Hicks and PIO Autry attended 2018 Washington State Fallen Firefighter Memorial Service on June 3, 2018.
- d. Incident Safety Officer Don Henry gave Chief verbal notice of his retirement from the volunteer department. There are no plans to replace ISO position with a volunteer at this time.
- e. Community Events: Community Coffee with Chief Hicks on Saturday, June 9 at Skyway Library. Chief plans to schedule quarterly meetings. Skyway Parade & Block Party planning continues.
- f. Capital Projects: New asphalt & seal coating & striping in the drill yard is complete; concrete apron for station 22 has been replaced; striping to be scheduled. The apparatus bay floor has ground & polished. Exterior paint to be scheduled for August 4 – 31. Chief is looking for a new contractor to bid replacing the apparatus bay lights with light emitting diode (LED) bulbs.

VIII. FINANCE REPORT

- a. Budget Amendment will be prepared for next board meeting.
- b. No exit interview date for Auditor.
- c. Monthly financial reports were reviewed.

IX. CONSENT AGENDA

- a. Blanket voucher for \$284,791.34 and \$3,675.55.
- b. ACH US Bank Visa for \$11,981.83
- c. 1st ACH Payroll for Career & Commissioners \$41,165.56
- d. ACH Payroll for Volunteers for 6,096.62
- e. 2nd ACH Payroll for Career \$28,771.95
- f. 1st Payroll Taxes for Career \$15,930.94
- g. Payroll Taxes for Volunteer \$1,674.13
- h. 2n Payroll Taxes for Career \$11,991.93

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

X. GOOD OF THE DISTRICT

- a. Commissioner Miller & Lamothe plan to attend King County Fire Commissioners Meeting on June 13.
- b. Commissioners Miller & Lamothe plan to attend Washington Fire Commissioners Annual Conference in Yakima on October 25-28, 2018.

XI. CORRESPONDENCE - None

XII. EXECUTIVE SESSION

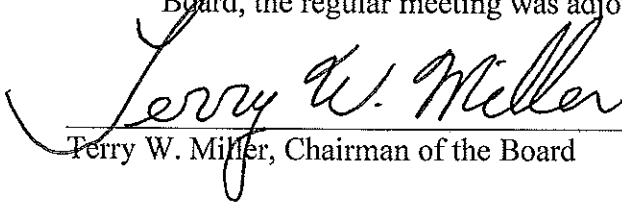
Per RCW 42.30.140 relating to collective bargaining issues and negotiations and RCW 42.30.110(I)(g) to evaluate the qualifications of an applicant for public employment. The executive session will be for 30 minutes until 6:30 pm. Executive session extended for 5 minutes until 6:35 pm; at 6:35 back in regular session.

XIII. ADDITION ACTION.

Action: M/S/C: LAMOTHE/BUCKTON/ALL: Motion to authorizing hiring Recruitment and Retention Coordinator under FEMA Grant and entered into contract with Matt Lee for one year.

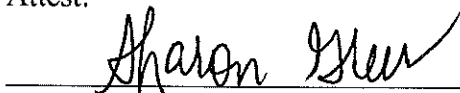
XIII. ADJOURNMENT

*M/S/C: LAMOTHE/BUCKTON/ALL: There being no further business before the Board, the regular meeting was adjourned at 6:38 pm.



Terry W. Miller, Chairman of the Board

Attest:



Sharon Greer, District Secretary

*Motion/Second/Concur