

King County Fire District 20
Board of Commissioners Regular Meeting Minutes
July 9, 2018
5:00 p.m.

I. CALL TO ORDER

Chairman Terry Miller called the meeting to order at 5:03 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 Netherby, AA Sharon Greer, Captain Tracy Wyckoff, FF Ryan Hopper, Mitchell Erickson, Gracen Hurst, Jon-Henry Kubej, Justin Madden & David Mitchell. Lt. Bartlett & FF Blair arrived 5:19 pm. Lt. Kolar arrived 5:25 pm. Chief asked to move swearing in ceremony to accommodate late arrivals. FF Devion Hagen and FF John Jeppesen arrived

Guests: Mark Thompson, President of King County Fire Commissioner Association

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT

Mark Thompson presented Certificate of Membership to Board Chair Terry Miller and requested help in moving KCFCA forward. They have several positions open.

IV. MINUTES APPROVAL

*M/S/C: LAMOTHE/BUCKTON/ALL: Motion to approve regular meeting minutes for June 11, 2018 with corrections.

V. UNFINISHED BUSINESS

a. Remodel Training Tower. Architect Frank Lawhead is working with King County .

a. Bryn Mawr Property. Appraisal of Station 21 is on hold until we determine if the remodel of training tower can be accomplished.

b. A proposal was put before the Board to approve hire of one full time employee allowing four firefighters and four officers on 24-hour shift & two firefighters on day shift.

*M/S/C: BUCKTON/LAMOTHE/ALL: Motion approved.

d. Chief Henry announced his retirement with 50 years volunteer service. Party is being planned.

VI. NEW BUSINESS

a. Resolution 2018-007 Surplus Scott Air Pak's with Pak Alerts & Cylinders.

*M/S/C: LAMOTHE/BUCKTON/ALL: Motion to approve Resolution 2018-007.

b. Resolution 2018-008 Surplus Fire Suppression Equipment & Miscellaneous Equipment.

*M/S/C: BUCKTON/LAMOTHE/ALL: Motion to approve Resolution 2018-008

VII. CHIEF'S REPORT

a. Operations Report – July 4th Activity

- 1) Thank you to PIO Eric Autry who was interviewed by KOMO and KIRO for several Public Safety Announcements.
- 2) Lt. Bartlett, Captain Wyckoff (Zone 3 Coordinator), Lt. Kolar worked July 4th Holiday. Day shift: Captain Wyckoff, FF Tom Cunningham, John Jeppesen and Steve Andersen. Night shift: FF John Jeppesen, Ryan Doherty, Mat Lee, Alec Wilkins, Matt Renfro, Peter Selby & Ernie Tao.
- 3) Valley Communications reports 2018 brought a significant decrease in fireworks complaints and overall call volumes. This could be contributed to a mid-week holiday or the acknowledgement and consideration of drier than normal conditions.
- 4) The duty crews responded to 4 brush fires, 1 vehicle fire & 1 resident fire for a total of 25 calls from July 3-4. In 2017 the crews responded to 5 brush fires on the 4th and a total of 22 fires.

b. Community Events:

- 1) Campbell Hill School Walk to the Park on June 14. Thank you to Ryan Hopper, Tracy Wyckoff & Tom Cunningham. Eighty students visited the station. Ryan did a public education presentation for the students and Tracy & Tom did a demonstration with the engine.
- 2) Mat Lee, grant funded recruitment & retention coordinator, spoke to Puget Sound Skills Center students about how to “nail the interview”. The class teaches how to effectively interview for any position, including the fire service.
- 3) Lakeshore Retirement Center is having their annual vintage car show on Saturday, July 28 from 1100-1400. They will have lots of old/vintage cars on display as well as a barbecue lunch that visitors can purchase. This year 100% of all the purchased foods & monetary donations will be donated to King County Fire District 20.

c. Capital Projects

- 1) A new contractor has been hired to replace App Bay Lights with LED bulbs.

d. Recruitment

- 1) Oral Boards were held on June 22-21. 30 candidates for 6 positions in the Joint Academy starting July 31, 2018. One candidate that has already been through an approved fire academy will start soon.

e. Strategic Plan – Long Range Goal – no update

f. Tactical & Administrative Standard Operating Policies – no update

At this time, FF Jeppesen returned from a call and the Swearing In Ceremony commenced; the following firefighters being present and participating:
John Jeppesen, Mitchell Erickson, Devion Hagen, Gracen Hurst, Jon-Henry Kubej, Justin Madden and David Mitchell.

VIII. FINANCE REPORT

- a. All funds are balanced & accounts reconciled.
- b. Tentative exit interview date with the Auditor is scheduled for July 11 at 2:30pm. Commissioner Miller plans to attend and Commissioner Lamothe as backup.

- c. Bonnie is working on revised budget for commissioner approval next month. The board will be provided with a forecasting tool in the form of a spreadsheet showing a 4-year model to assist in budget decisions.

IX. CONSENT AGENDA

- a. Blanket voucher 180701001 thru 1807045 for \$111,720.41
- b. ACH US Bank Visa for \$8,429.28
- c. 1st ACH Payroll for Career & Commissioners \$47,027.99
- d. ACH Payroll for Volunteers for 7,791.48
- e. 2nd ACH Payroll for Career \$30,840.75
- f. 1st Payroll Taxes for Career \$16,716.99
- g. Payroll Taxes for Volunteer \$2,209.58
- h. 2n Payroll Taxes for Career \$12,651.29

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

X. GOOD OF THE DISTRICT

- a. Commissioner Miller & Lamothe plan to attend King County Fire Commissioners Meeting on July 11.
- b. Commissioners were reminded of WHCA Quarterly Meeting on July 17 at Skyway VFW
- c. The regular board meeting for August is scheduled for Thursday, August 9 at 5:00 pm.

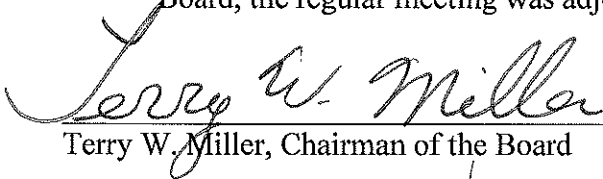
XI. CORRESPONDENCE - None

XII. EXECUTIVE SESSION

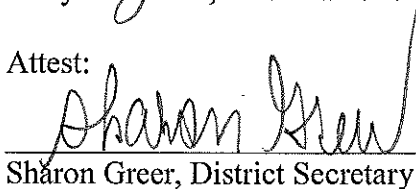
Per RCW 42.30.140(4)(b) relating to collective bargaining issues. The executive session will be for 40 minutes until 6:27 pm. No action expected. Executive session extended for 30 minutes until 6:57 pm; extended for 30 minutes until 7:27 pm; extended for 5 minutes until 7:32; extended for 5 minutes are 7:35 pm. At 7:35 executive session closed and back in regular session.

XIII. ADJOURNMENT

*M/S/C: LAMOTHE/BUCKTON/ALL: There being no further business before the Board, the regular meeting was adjourned at 7:35 pm.


Terry W. Miller, Chairman of the Board

Attest:


Sharon Greer, District Secretary

*Motion/Second/Concur