

**King County Fire District 20**  
**Board of Commissioners Regular Meeting Minutes**  
**August 8, 2019**  
**5:00 p.m.**

**I. CALL TO ORDER**

Commissioner Terry Miller called the meeting to order at 5:00 p.m. at the King County Fire District 20 Administration Training Room, 12424 76<sup>th</sup> Ave S, Seattle, WA 98178.

Commissioners present: Terry Miller, Craig Buckton and Cynthia Lamothe

Staff present: Chief Eric Hicks, Agnes Goldingay, Sharon Greer, Mat Lee, Tracy Wyckoff, Ryan Doherty & Adam Wilkinson

Guests: None

**II PUBLIC COMMENT - None**

**III. MINUTES APPROVAL**

a. \*M/S/C: Buckton/Miller/All: Motion to approve July 8, 2019 regular meeting minutes.

b. Chief Hicks requested amendment to the agenda to add (a.) Concrete Apron Station 22 to Unfinished Business and (b.) BLS Transport fees to New Business.

\*M/S/C: Buckton/Lamothe/All: Motion to accept agenda as amended.

**IV. UNFINISHED BUSINESS**

a. Station 22 Concrete Apron – The new concrete driveway at Station 22 is scaling. The contractor has declined to accept fault and cover the cost of new pad. The District's attorney sent a formal notice of defective work and a demand to cure the defect. Updates will be provided.

**V. NEW BUSINESS**

a. Resolution 2019-005 declaring Firefighter Protective Clothing Surplus and Authorizing Disposal.

\*M/S/C: Lamothe/Buckton/All: Motion and carried to approve Resolution 2019-005.

b. BLS Transport Fees. The District's current transport fees were established in 2011 at \$675 plus mileage \$14. Each provider pays a different fee. Chief will propose an increase to our transport fees & mileage rate. He will provide recommendations at the next regular board meeting.

**VI. CHIEF'S REPORT**

a. No major fires in the District

b. The IFF Local 3740 raised over \$600 for the Skyway VFW Post 940 at the 2<sup>nd</sup> Annual Pancake Breakfast.

c. Sparky and duty crew will attend Skyway Outdoor Cinema every Friday, August 2-23. Thanks to Fire Explorers Post 24/Zone 3 Explorers for help representing the fire department at these events.

d. Duty crews visited six Block Watch parties for National Night Out on August 6.

e. The IFF Local 3740 is cooking lasagna dinner at Skyway VFW Post 940 on August 10<sup>th</sup>. Public is welcome.

f. Annual Health & Safety Fair will be on August 24. Alajawan's Hands Foundation will give away free backpacks & schools supplies. We have 20 vendors registered.

The event is advertised with flyers, community calendars and on Facebook within 3 square miles.

- g. The District received a donation of \$3,538 from Lakeshore Retirement. An AED defibrillator wall mount unit was purchased for the training.
- h. Capital Projects – concrete patio for Station 22 has been put on hold. The patio in front of Admin Building has been completed. New paint & flooring for second floor of Station 22 will commence October 1. New AV equipment has been purchased for the training room in admin building. There will be a mounted projector, two large screen monitors & sound system. This equipment can be used for Emergency Operations Center activities during disasters.
- i. Trees surrounding the admin building were encroaching the overhead wires & causing the sidewalk to buckle and have been removed. Landscape plans are in the works.
- j. Recruit Graduation 2019-001 on July 25 with six recruits graduating. Hunter Henry was named Chief's Company and Evan Burns named Valedictorian. Recruit academy 2019-002 started August 2.  
FF Ryan Doherty completed his probation on August 1, 2019. FF Adam Wilkins is on probation until January 14, 2020.
- k. Skyway Festival in the Park – On August 18 the department provided an event action plan. Apparatus will be available for emergency services on site.

#### VII. FINANCE REPORT

- a. Treasurer Report & bank accounts are balanced through June 2019.
- b. GEMT Report – June 2019, the district paid \$115,230.75 to State of Washington Health Care Authority. To date, we have received \$71,000 with \$44,000 due. Of the additional money due to us, we have received \$141,000 for Medicaid 2017.
- c. Spreadsheet Summary of revenues & expenses was provided to the Board.

#### VIII. CONSENT AGENDA

- a. Blanket Voucher 190801001 through 190801048 for \$115,034.72.
- b. ACH for US Bank Visa Charges for \$8,974.06
- c. ACH for Volunteer Dues \$316.73
- d. 1<sup>st</sup> ACH Payroll for \$50,304.53
- e. ACH Payroll for Volunteers \$9,181.93
- f. 1<sup>st</sup> Half Payroll Taxes \$21,348.91
- g. 2<sup>nd</sup> Half Payroll for \$34,414.55
- h. 2<sup>nd</sup> Half Payroll Taxes for \$13,562.74.

\*M/S/C: Buckton/Lamothe/All: Motion to approve entire consent agenda in the amount of \$253,138.17.

#### IX. GOOD OF THE DISTRICT

- a. Chairman Miller will attend King County Fire Commissioners General Membership meeting on August 14 and NAEFO Conference on September 15-18.
- b. Chief Hicks, Lt. Kolar & Lt. Bartlett will attend the Leadership Conference Summit September 24-26.
- c. Office Administrator Agnes will attend Fire Admin Support Conference October 7-9.

- d. Commissioners Miller & Lamothe to attend Washington Fire Commissioner Annual Conference & WFCA Healthcare Workshop October 23-26. Chief Hicks will also attend.

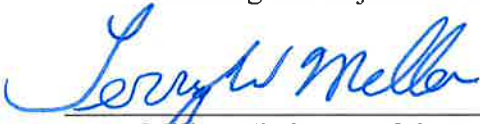
X. CORRESPONDENCE – there was no correspondence.

XI. EXECUTIVE SESSION – At 5:30 the Board called an executive session pursuant to RCW 42.30.110(l)(g) to review the performances of a public employee. The executive session is to last for 25 minutes until 5:55 pm. Action is expected; at 5:55 pm back in regular session.

\*M/S/C: Lamothe/Buckton/All: Motion to approve revised Employment Agreement between King County Fire District 20 and Mathew Lee for the position of Volunteer Recruitment/Retention Coordinator.

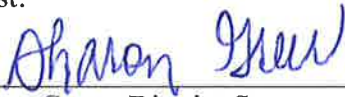
XII. ADJOURNMENT

\*M/S/C: Buckton/Miller/All: There being no further business before the Board, the regular meeting was adjourned at 6:02 p.m.



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Terry Miller, Chairman of the Board

Attest:



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Sharon Greer, District Secretary

\*Motion/Second/Concur