

King County Fire Protection District No. 27

Minutes

A regular meeting of the Board of Commissioners of King County Fire Protection District No. 27 was held on July 12, 2021. Due to the COVID-19 Pandemic the meeting was held remotely with Online Video and Audio Conferencing.

Chairman Hollis called the meeting to order at 7:00 p.m.

Present:

Chairman Eric Hollis
Commissioner Lilly Hansen
Commissioner Daniel Meredith
Chief Brian Culp
Secretary Melinda Wall

In Attendance:

Capt. Patrick LeDoux	Terri Divers
Lt. Scott Fleming	Dave Hart
FF Dane Brookshear	George Robertson
FF Jake Conroy	Robert Angrisano

BUSINESS FROM THE FLOOR:

Public Comment Period

Lt. Fleming stated that he appreciated very much the extra staffing during the hot weather and through the July 4th holiday weekend. The crews were very effective in preventing some serious accidents and handling numerous river rescues.

Captain LeDoux thanked Chief Culp and the Board for the extra staffing. There were higher call volumes with a lot of river calls and brush fires, it shows that we were making a difference.

George Robertson asked if the Board would be considering in-person meetings in the near future. Chairman Hollis stated that it will be dependent on the Governor's direction and we will be discussing this later in the meeting.

APPROVAL OF MINUTES:

On the Motion of Commissioner Meredith and a second by Commissioner Hansen, the Board approved the Minutes of the June 14, 2021, regular meeting. MOTION CARRIED.

WARRANTS:

The Board reviewed the various vouchers drawn on the Expense fund.

On the Motion of Commissioner Meredith and a second by Commissioner Hansen, the Board approved the following expenses: Vouchers No. 23588-23621 totaling \$63,067.00; Payroll and EFT Transactions totaling \$131,952.59. MOTION CARRIED.

FINANCIAL REPORTS:

The Board reviewed the budgets and financial statements.

CORRESPONDENCE:

Chief Culp stated that we have been getting inquiries as to when the meeting room might become available, and as for in-person meetings, we would probably be looking at some hybrid solution. Discussion ensued on how the meetings could be broadcasted in the future and also allow people to participate in person. Chief Culp stated that we would need to wait for further direction from the state.

CHIEF'S REPORT

Alarms :

For June 2021, the District responded to 54 Aid calls, 20 Medic calls, 22 Fire Calls, and 7 Service calls for 103 total calls. The year-to-date total is 443 calls compared to 352 calls in 2020.

Turn-out Times: June 2021 – The turnout time standard was achieved on 72 of 98 calls which was 73.5%. The 90% turnout time was 1:53.

Volunteer Firefighters / E Shift Program:

- The E-Shifters will be moving shifts with the addition of the recruits added to the schedule.
- Congratulations to Firefighters Taubel-Bruce, Portugal, Montefusco, Lussier, J. McKinnon, and



King County Fire Protection District No. 27

Echols that completed their S-130 Wildland Field Day.

- Volunteers have completed their EVIP training and are starting to get drive time on the Aid-Car.
- 2021 Recruits – We had one recruit resign due to getting accepted into Kirkland Fire. The recruits attended the search and rescue portion at the fire academy, but due to the heatwave, the live burns were canceled. They are rescheduled to complete their burns in August. They will be added to the schedule in August to start shifts and start their orientation to the units.
- Members are finishing their Incident Command and Boater Education courses.

Career Staff:

- Congratulations to Firefighters Conroy and Patterson on the completion of their S-130 Wildland Field Day.
- Congratulations to Firefighter Dumas, who did not have a formal Graduation last year from the Recruit Academy but did receive the 1st Due Truck Company Award during the Academy.
- I want to thank the staff that worked during the last two weekends. With the heatwave and the 4th of July weekend, the County had a high amount of calls in June and having the additional staff helped keep our partner agencies in service to handle other calls. Having the boat staffed and on the water reduced the chances of having a more significant scale incident that would involve many agencies.

Equipment Purchase:

- The SCBA units have been placed into service after many hours of training on them.
- We are still waiting on the Extrication Equipment to be delivered, which should be sometime this month.
- We are compiling a final list of hose and nozzles that will need to be ordered.
- The ordered Swiftwater equipment is slowly coming in to complete our tech and operation level gear upgrade.

Station Projects:

- The new bunkroom should be completed by the end of the month. The fire alarm upgrades will be completed on the 20th.
- We will be cleaning up the Station throughout July for the open-house event.
- The fire alarm/sprinkler system will be going through its annual testing on the 20th of this month and the changes within the new bunkroom.

Aid-Car

- We will start to meet with the Spec Committee this month to develop a project breakdown for the new Aid-Car. The vendor will be sending some samples with options of other Aid-Cars built for the Washington area departments.

75th Anniversary

- Planning of the event is continuing and it will be a good celebration.

UNFINISHED BUSINESS:

Wa St. Auditor's Office – Interagency Data Sharing Agreement

Secretary Wall stated that Attorney Brian Snure reviewed the agreement and he requested one sentence to be changed in paragraph eight. The revised agreement was emailed to the Commissioners and the final document has been signed. It was noted that the District's three-year audit would occur this year.

NEW BUSINESS:

Strategic Planning

Chief Culp provided a presentation on strategic planning and discussed the process that will involve the Commissioners, field staff, and the community. The process will take 3-6 months, depending on how involved we get. The goal is to set up planning projects that will guide the next 3-5 years.

King County Fire Protection District No. 27

Chief Culp discussed the following framework of the plan:

- Identifying the District's need, planning, what resources will be put forward, how to accomplish.
- Making the process happen smoothly.
- Values and Vision statement – already established.
- Our outputs; take into consideration our customers, our internal organization, and receiving input.
- Performance audit, what are our strengths, weaknesses, opportunities, or challenges.
- Implementing parts of the plan; policies, equipment upgrades, future stability, future direction.
- Following through with the plan.
- Having clear, concise, achievable goals.

Commissioner Meredith stated that having a fresh look at our internal and external issues and going through the process with the strategic planning will be beneficial to the department. Commissioner Hansen and Chairman Hollis were also looking forward to the process.

Operational Changes

Creation of Deputy Fire Chief: Chief Culp discussed the position which would come from within the department to assist in administrative, operational, and training activities. After evaluation of the operations of the department, this position would help the department with our forward process in the strategic planning, training, and operations of the department.

Chief Culp stated that he would be interviewing the Officers and make a selection. The Deputy Chief would take on many responsibilities and learn many aspects of the position. It also helps in the creation of professional development within the department and with future succession planning. We will also be looking at our job descriptions and building up on our training and education in order to foster our strategic planning goals.

Commissioner Hansen stated that Chief Connor had often discussed the need of adding another position to help with the administrative duties of the department. Chairman Hollis asked about the timeline. Chief Culp discussed interviewing in early August for promotion shortly after. Discussion ensued.

Additional Firefighter Position: The planning of another Firefighter position to start during FY 22. This position would allow the staffing of three firefighters and one officer per shift. Discussion ensued.

Commissioner Hansen asked if Chief Culp needed any action from the Board and what would be the next step in the process.

Chief Culp stated that the Board will have the ultimate decision on the process and there would be some implications on the budget which I think we would still be working within those parameters.

The Board conveyed their support of Chief Culp's proposed operational changes. Commissioner Meredith stated that these operational decisions should be at the Chief's discretion. Chief Culp thanked the Board for their support.

Secretary Wall Annual Performance Review

Chairman Hollis stated that he would take the lead on this and meet with Chief Culp to get the process started.

On the Motion of Commissioner Meredith and a second by Commissioner Hansen the Board approved any salary adjustments that are made after review of the Board would be retroactive to August 1, 2021. Motion Carried.

OTHER:

National Night Out – Sunday, August 1, 2021; FCCA is sponsoring this event and the Department would be participating.

Chief Culp informed the Board that he would be in New Mexico from July 15th – July 19th.

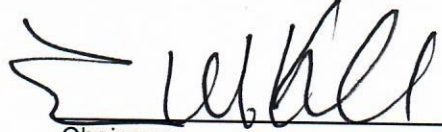
King County Fire Protection District No. 27

Adjournment:

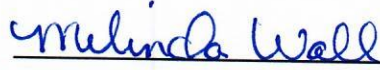
With no further business to discuss the meeting was adjourned by Chairman Hollis at 8:07 p.m.

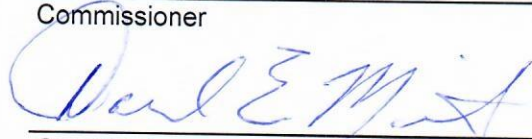
Attest:

Melinda Wall
District Secretary



Chairman



Commissioner


Commissioner