

# 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 February 13, 2023, at Station 152 located at 4301-334th Place SE, Fall City, Washington, 98024. The meeting was also available remotely with online video and audio conferencing.

Chairman Meredith called the meeting to order at 7:02 p.m.

### **Present:**

Chairman Daniel Meredith  
Commissioner Lilly Hansen  
Commissioner Kristopher Belfield  
Chief Brian Culp  
Secretary Melinda Wall

### **In Attendance:**

FF Parker McKinnon  
FF Jake Conroy  
FF Kyle Patterson  
FF Rena Echols – (via Teams)

### **BUSINESS FROM THE FLOOR:**

#### **Public Comment Period**

No comments received.

#### **Local Board for Volunteer Firefighters' Meeting**

At 7:03 p.m. the Board convened into a Local Board for Volunteer Firefighters' meeting to discuss a medical claim. The Board convened back into the regular meeting at 7:06 p.m.

### **APPROVAL OF MINUTES:**

On the Motion of Commissioner Belfield and a second by Commissioner Hansen, the Board approved the Minutes of the January 9, 2023 Regular meeting and January 24, 2023 Special meeting.  
MOTION CARRIED.

### **WARRANTS:**

Chief Culp briefed the Board on the warrants and EFT transactions presented for payment, highlighting the invoices for the generator repair and the lighting and accessory package upfits on the command units.

On the Motion of Chairman Meredith and a second by Commissioner Hansen, the Board approved the following expenses: Vouchers No. 24216-24246 totaling \$68,658.63 and Payroll and EFT transactions totaling \$151,824.82. MOTION CARRIED.

### **FINANCIAL REPORTS:**

#### **2022 Budgets**

The year end 2022 budget was reviewed by the Board.

#### **2023 Budget**

Secretary Wall discussed amending the budget. An increase of \$20,000 for the salaries and benefits line item was requested.

After discussion, Chairman Meredith made a Motion to amend the 2023 Expense Budget, bringing the Salaries and Benefits line item up to \$2,172,000, and the total Expenses at \$3,087,000. A second by Commissioner Belfield was provided. MOTION CARRIED.

Chief Culp discussed the overtime costs for January and February.

### **STATION USER AGREEMENTS:**

The Board discussed concerns about people parking in the designated personnel areas.

Jimmy Fulton – CERT Training and Group Meeting – 2/5/23 (8:30 am – 4:30 pm)

Atlantic Salmon Fly Tying Guild – Demonstration and Meeting – 2/18/23 (8:30 am – 4:30 pm)

Approved



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### CORRESPONDENCE:

#### **Snure Seminars – 3/17/23, 4/7/23**

No request for attendance.

#### **DRS Application for Elected Officials**

The form was E-mailed to the Commissioners.

### CHIEF'S REPORT

#### **Alarms:**

For January 2023, the District responded to 39 Aid calls, 13 Medic calls, 15 Fire calls, and 3 service calls for 70 total calls. The year-to-date total is 70 compared to 83 in 2022.

Turn-out times: January 2023 – The turn-out time standard was achieved on 39 of 63 calls which was 61.9%. The 90 percentile turn-out time was 2:01.

Chief Culp reported that NORCOM had changed CAD systems and it was discovered that there were some anomalies with some of the timestamps, potentially affecting some of the District's reporting data. The data is being reviewed and some corrections may need to be made.

#### **Volunteer Firefighters / E-Shift Program:**

- Congratulations to Firefighter Trent Magnost, who received his EMT-Basic Certification this month.
- We have completed testing and interviews and will have three recruits coming into the department. One of the recruits comes to us from Eastside Fire and Rescue and is already trained and certified; the other two will have to undergo all required training. Thank you to the career staff for conducting the ability testing and interviews.
- We will evaluate some of the applicants that had schedule conflicts to see if we want to do another physical, test, and interview process. Chief Culp reported that initially the District had eight candidates though only three completed the initial process.
- Congratulations to Firefighter Jon McKinnon, who has been hired as a Deputy Fire Marshal at Redmond Fire Department. He will start his career with them on March 1st.

#### **Career Staff:**

- Captain Fleming, Firefighter Noble, and Hillier will take over the District's Safety Committee this year. Firefighters Fleming and Conroy were on the committee last year, and we want to thank them for helping to keep our operations safe.
- I want to thank all the career staff for their hard work jumping into the new training format over the last month. I truly believe that we will have no problem achieving the mark of 20 hours per month per member.

#### **Training:**

- We are in full training mode with the crews. They are adjusting well to being part of the South King County Fire Training Consortium and the training that will be occurring.
- We were approached by Taylor Development, which has three structures to use for training. We are working with the Training Consortium to make sure the hold harmless agreements are completed and that they schedule all of the training. The training will be conducted over the next few months, with Fall City, Snoqualmie, Duvall, and Eastside units coming into Fall City for the training. This is a great opportunity for all of the crews.
- Congratulations to Firefighter McKinnon and Brookshear for completing IFSAC Fire Officer 1.
- Captain Fleming attended a 3-day Peer Support Training last week.
- Our Officers and Acting officers will complete their CBT Instructor updates in February and March.
- Firefighters Lussier and Hillier will be attending the Swiftwater Tech training soon.



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- I want to thank the Eastside Battalion Chiefs for working with us to ensure that we have coverage and can provide coverage while the different stations are training.
- We have 10 of the career staff that will be attending the SKCFTC Pump Operator Academy throughout this year. The cost of overtime and backfill is being covered by the FY21 AFG Grant.
- I was able to complete the IFSAC Evaluator course last week
- Captain Fleming completed the IFSAC Evaluator course today.
- I attended Decision Support Software (DSS) training on using the Tyler CAD data for two days last week. This training allows us to pull different reports from the Tyler CAD data beyond what we can get from ESO Reporting.

### **Station/Equipment Projects:**

- We are waiting for the new bunker gear to be delivered this month. The FY21 AFG will cover this purchase.
- We have submitted our FY22 AFG Grant for this coming year. The grant was for \$133,073.00.
  - \$15,600.00 for 24 bailout kits
  - \$3,600.00 for four drysuits
  - \$48,873.00 for a multi-purpose fire training prop
  - \$65,000.00 for a replacement boat.

If awarded this grant, we would have a cost share of 5% or \$6,336.81. We will have to wait until sometime after September before they start announcing awards.

- Engine 152 is at the EFR Shop for its annual preventive maintenance.
- Engine 252 went into the shop for a valve repair last month.
- After six months of being on the new CAD system, we will switch our MDTs to a different format that will be user-friendly. Most of the other NORCOM fire agencies are also switching.
- All career and volunteer staff completed their annual hearing tests.
- We are also starting to prepare for our upcoming WSRB evaluation on June 13, 2023. We will be working with the Fall City Water District to obtain their information.

### **Community Involvement**

- Fall City Days will be held on June 10, 2023.

Chairman Meredith asked about the probability of the District receiving the grant this year and if they would award a portion of a request. Chief Culp replied that they do award portions of a request and he was optimistic that the District had a good chance.

### **UNFINISHED BUSINESS:**

#### **2023 Ballot Measure**

#### **Future Revenue Sources**

Chief Culp discussed the two current options of a Fire Benefit Charge or a Levy Lid lift. He also reported on Snoqualmie Valley Hospital's ballot measure proposal scheduled for the April election.

The Board discussed having a special meeting to review the budget projections further. Chairman Meredith suggested segregating the capital expenditures out of the five-year forecast, focusing on the day-to-day operational expenses, then address how the District's capital expenditures will be financed. He also suggested some worst case, best case, scenarios in the forecast modeling. Discussion on fluctuating assessed valuations and the possibility of future levy rate pro-rationing ensued.

### **NEW BUSINESS:**

#### **Employment Policy for Non-Uniform Support Personnel**

Chief Culp briefed the Board on the updated employment policy which included changes to deferred compensation, HRA contribution, vacation accruals, and other verbiage changes.



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Chairman Meredith made a Motion to approve the Non-Uniform Administrative Support Personnel Policy Article # 100.7, which replaces the prior Policy No.19.03. Commissioner Hansen provided a second.  
MOTION CARRIED.

**Resolution 2023-1 Establishing Monthly Meeting Day and Time**

The Resolution to establish the Board of Commissioners Regular Meeting to the second Tuesday of the month was provided to the Board. A brief discussion on the time of the meeting ensued.

On the Motion of Chairman Meredith and a second by Commissioner Belfield the Board approved Resolution 2023-1 Establishing Monthly Meeting Day and Time, which also replaces Resolution 2019-3.  
MOTION CARRIED.

**OTHER:**

Special meeting to be scheduled in the first week of March.  
Appreciation Banquet March 18<sup>th</sup> beginning at 5:00 p.m.

**Adjournment:**

With no further business to discuss the meeting was adjourned by Chairman Meredith at 8:15 p.m.

Attest:

Melinda Wall  
District Secretary

Melinda Wall

Paul M. A.  
Chairman

Talley J.  
Commissioner

Kristina Belfield  
Commissioner

Or