

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 August 8, 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 Merdith called the meeting to order at 7:00 p.m.

Present:

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

In Attendance:

DC Patrick LeDoux
Lt. Steven Bandy
FF Marcus Noble
FF Jake Conroy
FF Pete Montefusco
Dave Hart

BUSINESS FROM THE FLOOR:

Public Comment Period - None

APPROVAL OF MINUTES:

On the Motion of Chairman Meredith and a second by Commissioner Hansen, the Board approved the Minutes of the July 11, 2023, Regular meeting. MOTION CARRIED.

WARRANTS:

Chief Culp briefed the Board on the warrants and EFT transactions presented for payment.

On the Motion of Chairman Merdith and a second by Commissioner Belfield, the Board approved the following expenses: Vouchers No. 24413- 24445 totaling \$75,245.52 and Payroll and EFT transactions totaling \$170,129.81. MOTION CARRIED.

FINANCIAL REPORTS:

2023 Budget and Bond Fund Report

The Board reviewed the Monthly Budget, Bond Report and Financial Statements. An update was provided to the Board on the overtime expense line items and pending reimbursements for Wildland Mobilization, Shared Staffing, and Fall City Floating.

STATION USER AGREEMENTS:

Chief Culp reported that he would be drafting an updated station user agreement policy to present to the Board at a future meeting.

CORRESPONDENCE:

Citizen Email received on 7/13/23.

CHIEF'S REPORT

Alarms:

For July 2023, the District responded to 37 Aid calls, 19 Medic calls, 22 Fire calls, and 7 service calls for 85 total calls. The year-to-date total is 496 compared to 565 in 2022.

Turn-out times: July – The turn-out time standard was achieved on 53 of 82 calls which was 64.6%. The 90 percentile turn-out time was 1:59.

- Three of our calls were handled by Eastside Fire Rescue, two were due to us responding to other calls, and one was due to A185 being the closest unit.

Volunteer Firefighters / E-Shift Program:

- The Volunteers completed 283 hours of E-Shift duty for July.

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- Firefighter Rena Echols will start with Snohomish County Fire District #4 and has resigned from our department.
- Recruit Drake Hutchason is continuing with his training with A & B Shift on his firefighting training. King County EMS is not offering a Fall EMT course except for the paid recruit academies. They do not have the senior instructors to be able to teach the course. They are looking at being able to send volunteers to Seattle College.
- I want to thank Firefighter Montefusco for his continued help during special events.

Career Staff:

- Tender 152 was deployed twice in July. Firefighter Dumas was on both of those deployments.
- Career staff, if available, has been deploying the boat on weekends to monitor the floaters on the river. Fall City Floats will reimburse us for our time.
- The crews have had several swift water calls in July. Two of those calls were for drownings. The District and our allied agencies are working together to educate the public about river safety.
- Lieutenant Bandy has been excepted to the National Fire Academy in Maryland to attend a one week course in December. The course is Leadership in Supervision and is part of the requirements to get into the Managing Officer Program. This will be Lieutenant Bandy's first course at the National Fire Academy.
- Career Staff is conducting annual hose testing at the station. Chief Culp reported that Firefighters Dane Brookshear, Parker McKinnon, and Noah Fleming will be participating in the Lieutenant promotional exam that is being conducted by the training consortium.

Training:

- Both career and volunteer staff continue to conduct both EMS and Fire training all of the time. The amount of training the District conducts each month is a great testament that our joining the SKCFTC was an excellent investment for our members.

Station/Equipment Projects:

- The WSRB evaluation will be on August 15, 2023.
- The new Aid-Car was taken by Hughes Fire Equipment and had the chipping paint corrected. We can now continue outfitting the unit to get it in service.
- The new PSERN radio project has been completed, and all departments are operating on the new Digital system.
- Tender 152, while on deployment, had to have its starter replaced. The cost of the installation was \$991.68. It was not covered by the fire Incident and will come from what the Tender made on the Fire Incident.
- Aid-152 had a hose from the turbo come off while returning from an incident. EFR shops came out and repaired the hose.
- While moving Engine 252 during National Night Out accidentally hit a King County Sherriff unit. An insurance claim is being filed for the damage.
- We replaced five of the mattresses within the bunkrooms. They were last replaced in 2018.

Zone-1/County:

- DC LeDoux continues working with the Ops Chiefs on Zone-1 and County issues like response plans, model procedures, and wildland deployments.
- I am working with the Zone-1 Fire Chiefs and NORCOM to ensure that our CAD system functions as it should.

Community Involvement:

- Fall City National Night Out was held on August 1. It was a great success, and we will be looking at hosting the 2024 National Night Out. I want to thank B-Shift, Firefighter Montefusco, and DC LeDoux for helping with the event.
- On September 17, we are invited to the Fall City Apple Festival.

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Commissioner Belfield asked about the Washington State Rating Bureau (WSRB) process. Chief Culp discussed the information and data that the Fire District provides to the WSRB Board. He also stated that information from the Water District is also provided to the Bureau. With this information they will then determine the District's fire rating for insurance purposes. Currently the District is rated a four, if you live within 1,000 feet of a hydrant and five miles from the fire station.

UNFINISHED BUSINESS:

2023 Ballot Measure

A draft Proposition 1 fact sheet was provided to the Board for review and discussion. Various edits and recommendations were provided by the Board. A special meeting was scheduled for 8/11/2023 at 1:00 p.m. to review and finalize the fact sheet. Secretary Wall reported on the timeline of publishing the next media articles and the information mailer.

Future Revenue Sources

Draft EMS Transport Billing Policy #400.3

Chief Culp reviewed the EMS Transport Billing policy with the Board. Commissioner Belfield suggested a few edits to the policy. Commissioner Belfield asked if the residents would potentially receive a billing statement from the Service Company outlining co-pays or balances due, and if so, how will the residents be informed that they do not have to pay those balances. DC LeDoux reported on some common practices that he was aware of. Chief Culp stated that he would get some additional clarification on the Contractor's billing procedures and what options are available and follow up with the recommended edits.

Resolution 2023-3 EMS Transport Billing Service

Resolution 2023-3 EMS Transport Billing Service, which states that the District will contract with a third party to collect fees for EMS transports, as authorized in RCW 52, was provided to the Board for adoption. Chief Culp recommended adoption of the EMS Transport resolution as written.

System Design West LLC – Professional Service Agreement

Chief Culp reported that Attorney Snure had reviewed and provided a few edits to the agreement which were accepted by the Contractor's Attorney. Chairman Meredith noted that the agreement has a simple 60-day termination clause. Commissioner Belfield concurred with moving forward on the resolution and service agreement and approving the transport policy at a future meeting.

On the Motion of Chairman Meredith and a second provided by Commissioner Belfield, the Board approved Resolution 2023-3 EMS Transport Billing Service and Authorized the Fire Chief to Sign the Professional Service Agreement with System Design West LLC. MOTION CARRIED

Station User Agreement Policy Review

Discussed earlier.

Secretary Wall's Annual Performance Review

Executive Session:

The Board convened into a 20-minute Executive Session at 8:05 p.m. with Chief Culp and DC LeDoux in accordance with RCW 42.30.110(g); to review the performance of a public employee, and RCW 42.30.140(4)(b); to discuss the position to be taken by the governing body relating to a grievance and mediation proceedings.

At 8:25 pm an additional 5-minutes was requested. At 8:30 p.m. the Board convened back into the Regular meeting.

The Board shared their appreciation for the dedication and support that Secretary Wall continues to provide to the department. Commissioner Belfield stated that after a review of Comparables for Secretary Wall's position and the recommendations by Chief Culp and DC LeDoux, the Board would like to provide the following motion. Chairman Meredith moved to approve Secretary Wall's hourly rate compensation to \$48.08 to be effective August 1, 2023, Commissioner Belfield provided a second. MOTION CARRIED.

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OTHER:

Adjournment:

With no further business to discuss the meeting was adjourned by Chairman Meredith at 8:42 p.m.

Attest:

Melinda Wall
District Secretary

Melinda Wall

Chairman

Kristina Bette
Commissioner

Kelly J
Commissioner