

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 January 9, 2018 at Station No. 271 located at 4301 334th PL SE in Fall City, Washington.

Chairperson Hansen called the meeting to order at 7:08 p.m.

Present:

Chairperson Hansen
Commissioner Hollis
Commissioner Meredith (via phone)
Chief Connor
Secretary Wall

In Attendance:

Lt. LeDoux
Lt. Koehnen
FF Jessen
FF Fleming
FF Burdick
FF Ewing
Robert Angrisano

BUSINESS FROM THE FLOOR:

Chairperson Election

After discussion, a motion was duly made to appoint Commissioner Hansen as the Chairperson of the Board for the two-year term. Motion Carried.

BVFF Commissioner Representative

After discussion, a motion was duly made to retain Commissioner Hollis as the Commissioner Representative for the Board for Volunteer Firefighters. Motion Carried.

APPROVAL OF MINUTES:

On a Motion made by Commissioner Meredith and a second provided by Commissioner Hollis, the Board approved the minutes of the December 12, 2017 regular meeting, Motion Carried.

WARRANTS:

The Board reviewed the various vouchers drawn on the expense fund. Secretary Wall stated that two additional warrants were processed in December for the fuel bill and radio work on the new truck.

On a Motion made by Commissioner Hollis and a second provided by Commissioner Meredith, the Board approved the following expenses:

Voucher No. 22067-22102 totaling \$79,116.05.
Payroll and EFT transactions totaling \$105,753.86.
Motion Carried.

FINANCIAL REPORTS:

The Board reviewed the monthly budgets and financial statements. Secretary Wall reported that the budget will need to be updated once the December tax revenue reports have been received from the County.

2018 Draft Budget

Secretary Wall reported on the following changes to the 2018 draft budget #2; nominal increase of \$150 to the regular tax levy and association dues, increase audit line item by \$4,000, decreased station supplies by \$2,000 and decreased volunteer call pay line item by \$2,000. Increase salaries and benefits by \$3,200 and decrease overtime by this amount.

After discussion Chief Connor recommended adoption of the 2018 budget draft #2 as presented.

On a Motion made by Commissioner Hollis and a second provided by Commissioner Meredith the Board unanimously approved adoption of the 2018 budget. Motion Carried.

STATION USER AGREEMENTS:

NW China Painters – Painting Seminars; 3/8/18, 3/9/18, 6/6/18, 8 a.m. - 4:00 p.m. Approved.

CORRESPONDENCE:

None

King County Fire Protection District No. 27

CHIEF'S REPORT:

Alarms

In November, the District responded to 29 BLS Aid calls, 19 ALS Aid calls, 9 Fire calls and 11 Service calls for a total of 68. The fiscal year total at the end of the month was 118 alarms, compared to 130 in the 2016 fiscal year. The calendar year to date total at the end of the month was 796 alarms compared to 747 in 2016. The District requested mutual aid on 7 alarms of which we cancelled 4 times. The District provided mutual aid on 21 alarms of which we were cancelled 9 times.

The 01:30 turnout time standard was achieved on 41 of 59 calls which is 69.5%. The 90% turnout time was 01:54.

In December, the District responded to 50 BLS Aid calls, 10 ALS Aid calls, 11 Fire calls and 7 Service calls for a total of 78. The fiscal year total at the end of the month was 196 alarms, compared to 188 in the 2017 fiscal year. The calendar year to date total at the end of the month was 874 alarms compared to 805 in 2016. The District requested mutual aid on 10 alarms of which we cancelled 2 times. The District provided mutual aid on 24 alarms of which we were cancelled 7 times.

The 01:30 turnout time standard was achieved on 50 of 71 calls which is 70.4%. The 90% turnout time was 01:58. Alarm Charts for the month were provided for review.

Volunteer Firefighters / E Shift Program

Two recruits from 2017 have completed the EMT class. A 2018 recruit class with six recruits has just begun.

NORCOM

Chief Connor reported that NORCOM Governing Board meetings was held last Friday January 5, 2018. Resolutions were passed: Approving a new Supervisor's Labor Agreement; Approving changes to an Employment Policy implementing Initiative 1433; Establishing Honorary Days in recognition of 30 Year employees, Dave Stuby and Deanna Carkeek.

Shared Staffing

Shared Staffing orientation training of our personnel for 2018 is beginning to be scheduled. All our personnel will need refresher training, except for one person who will need initial orientation.

King County Land Acquisition Strategy & Community Engagement

Chief Connor stated that the last meeting of 2017 was held Wednesday 11/15/17. The County shared additional financial information for all the parcels they have identified that they may have an interest in either acquiring fee title or development rights thereto, over the next 30 years. The data suggested that there should be very little impact to either the Fire District or Metropolitan Parks District.

Vehicle Replacement

The new Ford F350 pickup truck has been substantially completed. There are some configuration changes to the emergency equipment which need to be made. The vehicle is being driven to get some miles. It will be officially placed in service very soon.

Worker Hours Reporting to Labor & Industries

Chief Connor discussed the reporting of worker hours with the Board and the opinion of Attorney Brian Snure. Brian advises that after reviewing the issue and additional documentation from the State, he is no longer recommending any further action.

E Mail Hosting

Chief Connor reported that the E Mail hosting migration process began on December 20, 2017. On December 21, 2017, it was determined that all but 44 of more than 36,000 items were successfully imported to the new system. The 44 items are best described as corrupt and non-recoverable, and could be notes, calendar events, contacts, Email's or attachments. It did take several days before all Email was arriving into the new hosted system. Chief Connor stated that the project consumed much more of his time than anticipated. The next step is to work with individual employees to show them how to clean up folders and eliminate duplicates.

Edge Physical Therapy

Chief Connor reported that two training sessions have been completed, and the third is scheduled for January 24th. The purpose of this training was targeted to decrease employee injuries. The total cost is estimated to be \$2,050.



King County Fire Protection District No. 27

Intergovernmental Agreement / EMAC Agreement

Chief Connor reported that the District had received an Emergency Management Assistance Compact (EMAC) package from the State. This is an Intergovernmental Agreement (IGA) with the State that is used to provide all hazard emergency assistance in response to a request made by another State. Chief Connor stated that he needed some direction from the Board as to what types of events the District would participate in and that he would also like to have a discussion with the Local prior to signing. Lt. LeDoux stated that the Local was in full support of the Board signing the agreement and he also suggested discussing the EMAC agreement further at a Labor-Management meeting.

Inspection Program

Chief Connor briefly reported on the status of Permitted Occupancy inspections in the District. The inspections are legally the responsibility of King County.

Washington Surveying and Rating Bureau

Chief Connor reported that an onsite review is scheduled for January 17, 2018. This visit may need to be re-scheduled if the District is not ready.

Copy Machine

Chief Connor reported that a new Canon iR4525 copier was purchased off the State bid. The nine-year old copier was no longer covered under a service agreement, had malfunctioned, and the cost to repair exceeded its value. The new copier cost \$4,609 plus tax, and a new service agreement has been executed.

Cooperative Operation Exploration

City of Snoqualmie

Chief Connor stated that he and Commissioner Hollis met with the City of Snoqualmie on December 15, 2017. In attendance from the City were Mayor Matt Larson, City Administrator Bob Larson, and Fire Chief Mark Correira. It was agreed at the meeting that the Fire Chiefs would create a brief scoping document to outline a suggested evaluation process. A draft scoping document was presented for comment and review.

UNFINISHED BUSINESS:

2018 Draft Budget

Discussed under financial reports.

District 10 Financial Consolidation Model

Chief Connor reviewed the D10/D27 Merger Summary draft document with the Board. The document illustrated D27's tax rate at \$1.51 per thousand with a merger, versus \$1.66 without the merger. D27's uniformed FTE's would increase to twelve. The cost for administrative positions would be distributed within EFR. Transport revenue in D27 was based on 20 transports a month. Approximately 77% of the parcels in D27 would save an average of \$134 per year and 23% would have an average increase of \$68. The summary of commercial parcels illustrated 44 properties with varying adjustments; 4 with tax decreases between \$88-\$466, and 40 parcels with increases of less than \$100 upwards to \$2,500.

Robert Angrisano addressed the Board and stated that the statutes may allow D10 to continue collecting the MO levy after a merger. To ensure the taxpayers have protection he encouraged the Board to seek legal advice on the issue. He also conveyed that there is no guarantee that the FBC (Fire Benefit Charge) wouldn't be increased in future years. Chief Connor stated that the merged district would need to charge a uniform rate across the entire district, though having a legal opinion in writing would be good. He also stated that any voted indebtedness such as the G.O. bonds would stay with the voters and only D27 voters would vote on the measure and it would need a simple majority to pass.

The Board discussed the proposed D27/D10 joint meeting date of January 23rd and would like to re-schedule due to scheduling conflicts. Secretary Wall will coordinate dates with Commissioners and D10 staff.

The Board also discussed the need to study the FBC data in more detail. A special meeting on January 17th at 7:00 p.m. was scheduled.

SRT Program / River Rescue Equipment

Chief Connor discussed the collaboration efforts to strengthen the SRT program working with Snoqualmie and Duvall. He stated that each agency will provide an Instructor for the program. The District will be



King County Fire Protection District No. 27

sending one of our firefighters to Maine for his Instructor certifications. Chief Connor briefed the Board on the river rescue equipment.

Dedicated Daytime Training Officer / 12/24 Hr. Floater Position

Chief Connor discussed some of the challenges that come with moving the floater position to the 24-hour shift schedule and the training officer to a dayshift schedule. There would be some inefficiencies in our current schedule and it would have some implications to our employees and the labor group. He suggested a review of the current scheduling model.

Other Revenue Sources

No discussion

Fall City Day – FF Pancake Breakfast Committee

It was reported that no action has been taken on the 501-c3 filing. Robert Angrisano shared with the Board the process and documents that would be needed to initiate the nonprofit. FF Fleming stated that he would try again to generate some interest with the Volunteers.

Policy & Procedures Manual

Chief Connor briefed the Board on the progression of the policies.

NEW BUSINESS:

OTHER:

Robert Angrisano addressed the Board and suggested that they look at all options; stand-alone agency, merger, RFA, partnering with another agency. He also conveyed that putting a committee of stakeholders together to look at the pros and cons of these options would be valuable. The Board thanked Robert for his comments.

Chairperson Hansen conveyed her thanks to FF Yancey and FF Bandy, and the members who helped make "Operation Santa" and "Santa at the Fire Station" a success this year.


Adjournment:

With no further business to discuss the meeting was adjourned by Chairperson Hansen at 9:15 p.m.

Attest:

Melinda Wall
Board Secretary

Melinda Wall



Commissioner



Commissioner



Commissioner

