

# 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 September 13, 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 Dan Meredith  
Chief Brian Culp  
Secretary Melinda Wall

### **In Attendance:**

FF Dane Brookshear  
FF Aaron Hansen  
Jay Bluher  
Terri Divers  
Robert Angrisano

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

#### **Public Comment Period**

No public comments

#### **APPROVAL OF MINUTES:**

On the Motion of Commissioner Meredith and a second by Commissioner Hansen, the Board approved the Minutes of the 8/9/2021 regular meeting, 8/17/21, 8/24/21 and 8/31/21 special meetings.  
MOTION CARRIED.

#### **WARRANTS:**

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

On the Motion of Chairman Hollis and a second by Commissioner Hansen, the Board approved the following expenses: Vouchers No. 23657-23691 totaling \$55,707.75; Payroll and EFT Transactions totaling \$134,306.37. MOTION CARRIED.

#### **FINANCIAL REPORTS:**

The Board had not received the monthly budgets. Secretary Wall stated that she would provide the updated budgets to the Commissioners for review.

#### **CORRESPONDENCE:**

Snure Seminar – 10/20/2021

WFCA Conference – 10/21 -10/23/2021

The Commissioners were interested in attending the Snure Conference.

On the Motion of Chairman Hollis and a second by Commissioner Meredith the Board approved attendance and compensation to the Snure Seminar. Motion Carried

#### **CHIEF'S REPORT**

##### **Alarms :**

For August 2021, the District responded to 41 Aid calls, 11 Medic calls, 17 Fire Calls, and 8 Service calls for 77 total calls. The year-to-date total is 632 calls compared to 498 calls in 2020.

Turn-out Times: August 2021 – The turnout time standard was achieved on 56 of 74 calls which was 75.7%. The 90% turnout time was 1:40.

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

- Congratulations to the 2021 Recruits that went to the Fire Training Academy on August 22 for their burns. Firefighter Taubel-Bruce also went with the recruits. The 2021 recruits have completed their firefighter training.
- Firefighter Portugal has completed his EVIP and driving rodeo, which allows him to operate the Aid-Car.

## King County Fire Protection District No. 27

- Firefighter Juliano is at the Fire Academy for the weekend Recruit Academy, and she will graduate in November.
- Recruit Stevens has started his EMT course through King County EMS. Good luck to him.
- We are starting to put together a 2022 recruit academy that will include restructuring and teaching in blocks of the different courses. Our goal is also to have them IFSAC test for certifications. Current volunteers that want to attend will be encouraged.

### Career Staff:

- Lieutenant Bandy and Firefighter Eaton are working on Logistic data entry into Emergency Reporting. The goal is to eliminate the separate databases within the next few months after being entered into ERS.
- Congratulations to Firefighter Brookshear on obtaining his Incident Safety Officer certification from the National Fire Academy.
- Within the next two months, we will be conducting testing to form a Lieutenant's list, allowing additional acting officers for the department.
- We will be forming a list to conduct interviews for a new firefighter to start at the beginning of the year. We are looking at the option of also including laterals candidates.
- Lieutenant Fleming is putting together future training on boat operations and policies for Swiftwater and boat operations.
- Thank you to Melinda how has been working hard to go through the file room and figure out our records. The room looks fantastic, so thank you very much.

### Equipment Purchase:

- The final piece of extrication equipment for the Aid-Car was received over the weekend.
- The recruit's new bunker gear should be arriving at any time.

### Station Projects:

- The new bunkroom is 100% and can now be used. This allows us to have up to seven members at the station during the night.
- We are obtaining some bids for the cleaning of the HVAC system. Currently, the system has never been cleaned.

### Aid-Car

- Lieutenant Fleming is leading putting together information on suggestions for the updated specifications. Chief Culp has met with a vendor and passed on some sample specs to the committee that will meet to review. Our goal is to have draft specs within the next month.

### Strategic Planning

- I am still putting together the information for our strategic planning between the different groups. Delays happened due to having to focus on COVID issues.

### COVID-19

- We received additional POC tests for the crews to continue to conduct testing before every shift.
- I want to thank labor and the Commissioners for the past month of having lots of meetings to approve the MOU between labor and management on the governor's proclamation. Attorney Snure has also been a lot of help in providing direction and the review of information.
- We will be working out any changes that may come from the state between now and October 18, 2021, to notify everyone involved.

### OTHER

- Chief Culp shared his appreciation to the public and personnel that attended the 9-11 ceremony at the fire station.



King County Fire Protection District No. 27

**UNFINISHED BUSINESS:**

**Strategic Planning**

Chief Culp stated that the initial planning will need to occur, deciding how we will reach out to each of our stakeholder groups, Membership, Commissioners, Community, by utilizing surveys through our website or Facebook page. We will ask for input on how we are doing and areas of improvement and then develop a list of items to prioritize and work on.

**Executive Session:**

The Board did not convene into an Executive Session.

**Secretary Wall's Annual Performance Review**

After a brief discussion, Chairman Hollis made a Motion to approve a 4% percent increase to Secretary Wall's compensation, a second was provided by Commissioner Meredith.  
Motion Carried.

**NEW BUSINESS:**

**State Auditor's Office – District's 3-Year Audit (2018-2020)**

Secretary Wall reported that the State Auditor's Office had contacted her and they are expecting to start the audit by mid-October. She stated that typically an entrance conference would be scheduled with one or more Commissioners and the audit team. A special meeting may need to be scheduled.

**OTHER:**

**Adjournment:**

With no further business to discuss the meeting was adjourned by Chairman Hollis at 7:21 p.m.

Attest:

Melinda Wall  
District Secretary

Melinda Wall

[Signature]  
Chairman

[Signature]  
Commissioner

[Signature]  
Commissioner