

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, 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 7:01 p.m.

Present:

Chairman Daniel Meredith (via Teams)
Commissioner Lilly Hansen
Commissioner Kristopher Belfield
Chief Brian Culp
Secretary Melinda Wall

In Attendance:

DC Patrick LeDoux
Lt. Scott Fleming
FF Parker McKinnon
FF Aaron Hansen
Dave Hart

BUSINESS FROM THE FLOOR:

Chairperson Appointment

After a brief discussion, the Board duly appointed Commissioner Meredith to the Chair position for 2023.

Local Board for Volunteer Firefighters – Commissioner Position

After a brief discussion, the Board duly appointed Commissioner Belfield as the Commissioner Representative to the Local Board for Volunteer Firefighters.

Public Comment Period

No comments received.

Local Board for Volunteer Firefighters' Meeting

At 7:04 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 7:05 p.m.

APPROVAL OF MINUTES:

On the Motion of Chairman Meredith and a second by Commissioner Belfield, the Board approved the Minutes of the December 12, 2022, Regular meeting and December 16, 2022, 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 and radio maintenance.

On the Motion of Chairman Meredith and a second by Commissioner Hansen, the Board approved the following expenses: Vouchers No. 24180-24215 totaling \$80,149.17 and Payroll and EFT transactions totaling \$153,009.37. MOTION CARRIED.

FINANCIAL REPORTS:

2022 Budgets

The Board reviewed the monthly budgets and financial statements. Secretary Wall stated that the County tax revenue reports have not been received as of tonight. She will provide updated budgets when those reports are received.

2023 Draft Budget

The 2023 Draft Budget version two was provided to the Board for review. Secretary Wall reviewed the changes to the line items. Commissioner Belfield inquired if the deficit showing in the budget would be accounted for with the reserves. Secretary Wall conveyed that in the past we have not had to use our reserves, however with our expenses increasing we may need to. She also noted that the cash transfer into the apparatus reserve for 2022 was deferred and is not currently in this budget.

Chief Culp stated that he had reviewed the revised draft budget with Secretary Wall and DC LeDoux



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today and with the approved collective bargaining agreement and other revenue considerations the amounts in the draft budget have been adjusted accordingly. He further discussed overtime, training, and maintenance costs.

After discussion, Chairman Meredith made a Motion to adopt the 2023 Draft Budget version two as presented. A second by Commissioner Hansen was provided. MOTION CARRIED.

STATION USER AGREEMENTS:

Atlantic Salmon Fly Tying Guild – Fly Tying Club Meeting and Demonstration
1/14/23. 1/15/23 8:30 am - 4:00 pm – Approved

CORRESPONDENCE:

Department of Retirement Systems – Compliance Review

Secretary Wall reported that the Compliance Review was completed and the final report was e-mailed to each of the Commissioners. The review focused on Eligibility, Retirees, and Reporting.

Secretary Wall reported on two areas of concern; 1) A lump sum payment for retroactive pay which did not have the correct transmittal code. 2) Reporting of actual hours; the hours for Kelly days need to be reported since they are considered a benefit and shift trades should be reported appropriately. Because service credit was not affected no corrections were needed.

CHIEF'S REPORT

Alarms:

For December 2022, the District responded to 29 Aid calls, 10 Medic calls, 26 Fire calls, and 8 Service calls for 73 total calls. For 2022 the total was 1009 calls compared to 972 calls in 2021. We had a 3.81% increase in calls from 2021.

Turn-out times: December 2022 – The turn-out time standard was achieved on 34 of 68 calls which was 50.0%. The 90% turn-out time was 2:19.

Volunteer Firefighters / E-Shift Program:

- Congratulations to Firefighter Michael Larson and his family on a new baby boy born December 16.
- The recruits are all on their E-Shift schedule and working with the crews.
- We will schedule a meeting with potential new volunteers to start the 2023 Volunteer Recruit Academy.

Career Staff:

- Congratulations to Firefighter Tanner Hillier, who came off probation on 01/01/2023.
- Firefighters Brookshear, McKinnon, and Fleming will be attending the IFSAC Fire Officer 1 course at the FTA in February.

Training:

- We are officially part of the South King County Fire Training Consortium and are working with them to ensure that everything is up to date as we start this new process. Our Vector Solutions program was transferred to SKCFTC at the beginning of the year, and they are working on updates. The DC and I are communicating with SKCFTC on getting up to speed on training for the crews.

Station/Equipment Projects:

- The two command units have been outfitted with their emergency equipment and are in service.
- Over the New Year holiday, the ignitor for the water heater went out, and we had to wait for the replacement ignitor to be shipped. The repair was completed on 01/04/2023. We ordered a backup ignitor to have as a spare.
- Pacific Power came out on December 20 to perform preventive maintenance on the emergency generator and found that the unit was not operable. Replacement parts have been ordered, and



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we are waiting for them to be delivered and installed. If we do lose power to the station, we have set up a backup plan for the movement of the crews if needed.

- The septic system problems have been resolved, and our annual inspection is complete.
- A majority of the portable radios were taken to King County Communications to be tuned and have maintenance done to them. We also had to order new batteries for our older portable radios due to the current batteries not holding a charge. We are still waiting to receive the long overdue new radios from PSERN.
- We had Stryker come out and perform annual preventive maintenance and service to the gurney and power load system.
- This past year, we have identified that some of our preventive maintenance of equipment and systems within the station and on apparatus needs to be improved. We will put together a list of items that need to be completed once a year to ensure that our downtime or failures are limited.

Community Involvement

- I want to thank the Fall City Firefighters for their hard work in seeing Operation Santa and the giving tree was successful. Firefighters Fleming and Lussier were the leads of this event and did a terrific job.

UNFINISHED BUSINESS:

Future Revenue Sources – Fire Benefit Charge Analysis

Tabled for Special Meeting.

Annual Performance Reviews; Chief Culp, DC LeDoux

To be discussed in Executive Session.

NEW BUSINESS:

WA State Military EMAC and PNEMA Agreement U-23-059

Chief Culp briefed the Board on the EMAC Agreement which allows the District to send resources to out-of-state mobilizations. This is an extension to our agreement that expired on 12/31/22 and the term is for five years. Discussion ensued.

On the Motion of Chairman Meredith and a second by Commissioner Hansen the Board approved the EMAC and PNEMA Agreement U-23-059, the Authorized Signature page, and authorized Chief Culp to execute the agreement. MOTION CARRIED.

EXECUTIVE SESSION:

The Board convened into a 20-minute Executive Session at 7:40 p.m. in accordance with RCW 42.30.110(g); to review the performance of a public employee. At 8:00 p.m. an additional 15 minutes was requested.

At 8:15 p.m. the Board convened back into the regular meeting.

OTHER:

The Board scheduled a Special meeting for Tuesday, January 24th at 5:00 p.m. Agenda items to include Fire Benefit Charge Analysis, Performance Reviews and Employment Contracts for Chief Culp and DC LeDoux.

The Board discussed a change to the regular monthly meeting day from the second Monday of the month to the second Tuesday of the month. To be considered at the February 13th meeting.

Adjournment:

With no further business to discuss the meeting was adjourned by Chairman Meredith at 8:17 p.m.



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Attest:

Melinda Wall
District Secretary

Melinda Wall

Paul M. Smith
Chairman

Lilly H.
Commissioner

Kristina J. Bell
Commissioner

DR