

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 13, 2015 at Station No. 271 located at 4301 334th PL SE in Fall City, Washington.

Chairman Hollis called the meeting to order at 7:05 p.m.

Present:

Chairman Hollis
Commissioner Hansen via phone
Commissioner Meredith via phone
Chief Connor
Secretary Evans

In Attendance:

FF Yancey

BUSINESS FROM THE FLOOR:

Local Board for Volunteer Firefighters Meeting

The Board convened into a Local Board for Volunteer Firefighters meeting at 7:05 p.m. to discuss an invoice voucher. At 7:07 p.m. the Board closed the local meeting and convened into the regular meeting.

APPROVAL OF MINUTES:

On a Motion made by Chairman Hollis and a second provided by Commissioner Hansen, the Board approved the minutes of the 12/9/14 regular meeting, 12/29/14 and 1/6/15 special meetings.
Motion Carried.

WARRANTS:

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

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

Voucher No. 20698-20738 totaling \$48,115.15.

Payroll and EFT transactions totaling \$115,043.54.

Motion Carried.

FINANCIAL REPORTS:

The Board reviewed the monthly budgets and financial statements. Secretary Evans reported that the sick leave buy back checks have now been posted to the revenue account as a reimbursement instead of a credit to the expense account in the 2014 budget. The 2015 budget was updated to include the new overtime line item for third person daytime staffing. The property tax line item was increased by \$1,674 to reflect the final tax levy amount sent by the assessor's office. The salaries and benefits, insurance, fire training and engine payment line items were adjusted as directed by the Board.

On a Motion made by Chairman Hollis and a second provided by Commissioner Hansen, the Board approved adoption of the 2015 Budget as presented.
Motion Carried.

STATION USER AGREEMENTS:

NW Atlantic Salmon Fly Guild, Fly Tying Demonstration – 1/18/15, 9:00 a.m. – 5:00 p.m.
Approved

CORRESPONDENCE:

Snure Seminars – 2/7/15, 2/21/15, 2/28/15

Commissioner Hansen was interested in possibly attending one of the seminars.

On a Motion made by Chairman Hollis and a second provided by Commissioner Meredith, the Board approved compensation and attendance to the Snure seminars.
Motion Carried.

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CHIEF'S REPORT:

Alarms

In December, the District responded to 37 BLS Aid calls, 14 ALS Aid calls, 8 Fire calls and 7 Service calls for a total of 66. The fiscal year to date total at the end of the month was 210 alarms, compared to 204 in the 2014 fiscal year. The calendar year ended with 824 alarms compared to 769 in 2013. The District requested mutual aid on 6 alarms of which we cancelled 1 time. The District provided mutual aid on 25 alarms of which we were cancelled 13 times.

The 01:30 turnout time standard was achieved on 37 of 56 calls which is 66.1%. The 90% turnout time was 01:58. An annual call summary for 2014 was provided for review. Alarm Charts for the month were provided for review.

Volunteer Firefighters / E Shift Program

Chief Connor reported that three recruits had finished the EMT class last month and will take their test with the National Registry. Hazardous Materials training will be starting soon. The newest members are now beginning to work some shifts. A new recruit academy will begin in February.

NORCOM

Chief Connor reported that the regular monthly Governing Board meeting was held last week. The HIPPA Memorandum of Understanding (MOU) was reviewed by Brian Snure and comments were returned for incorporation.

Shared Staffing

No updates at this time. Orientation of one additional employee that has expressed an interest in the shared staffing program will be scheduled sometime next year. The Fire Chief's will be meeting in the near future to do an annual review of the program.

ESO Electronic Patient Care Records (EPCR)

Chief Connor reported that ESO has been used since November 1, 2014 for Medical Incident Report Forms (MIRF) reporting. Paper MIRF's are still being completed and retained. The next phase will implement use of the mobile based (tablet) interface for MIRF entry directly into the new system and eventual elimination of the paper based MIRF. It is expected that the next phase (direct tablet entry) will be implemented at the first of February.

Hunters Safety Course

Chief Connor stated that he had contacted Attorney Brian Snure regarding the firearms issue. An issue arose a few years back at another agency when a citizen attended a public meeting and was openly carrying a firearm. An elected official of the governing body conducting the meeting asked that the citizen leave the meeting and not return with the firearm. It has been determined that this was a violation of the citizen's second amendment rights. There is a District policy that prohibits firearms on the premises except for law enforcement personnel, this policy likely only applies to employees of the District that are subject to the policy. The use of the fire station is discretionary on the part of the Board, therefore it may come with certain conditions. Attorney Snure has been provided with the fire station use agreement and the specific policy which may only apply to employees. More specific information will be provided by Attorney Snure.

UNFINISHED BUSINESS:

Engine Procurement

Chief Connor reported that the District has been working diligently to finalize the change order. A final version is expected tomorrow from Spartan. A net increase of about \$1,500.00 is anticipated with the change order. The pre-construction conference was held on August 19th and 20th. The purchase agreement was signed on June 11, 2014, and delivery is expected prior to June 11, 2015.

Petition to Annex into the District

Chief Connor reported that the District had sent a copy of the petition to the Assessor's Office requesting a letter of sufficiency. The Assessor's office has returned a letter indicating sufficiency. An advance courtesy notification has been sent to the Washington State Boundary Review Board for King County. Preparation of a formal Notice of Intent has just begun.

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A public hearing regarding the annexation is scheduled for the regular February meeting. The public hearing will be advertised in accordance with statute. The annexation action will be referred to as the Harkleroad Annexation. The street address for the single parcel annexation is 4101 356th DR SE, and the parcel number is 1324079109.

Public Comment Procedures

Resolution to be drafted.

NEW BUSINESS:

King County Levy Pro-rationing Agreement

Brian Snure had provided a final draft ILA with King County to eliminate or minimize the effects of any pro-rationing that may occur as a result of a levy lid lift to finance the "Puget Sound Emergency Radio Network" (PSERN). The County is expected to place the issue on the April ballot. The interlocal agreement was emailed to the Board for review.

On a Motion made by Commissioner Meredith and a second provided by Commissioner Hansen, the Board approved the Interlocal Agreement and authorized Chairman Hollis to sign.
Motion Carried.

OTHER:

Adjournment:

With no further business to discuss the meeting was adjourned by Chairman Hollis at 7:38 p.m.

Attest:
Melinda Evans
Board Secretary

Melinda Evans



Commissioner



Commissioner



Commissioner