

**King County Fire District 44**  
**Scheduled Board of Commissioner Meeting**  
**October 13, 2015**

**I. Meeting Called to Order**

Commissioner Farrell called the regular scheduled meeting of the Board of Commissioners to order at 6:30 pm.

**Present from District 44**

Commissioner Jim Farrell

Commissioner Cathie McKinney

Commissioner Dan Bjurstrom

Commissioner Joanne Seng

Chief Greg Smith

Deputy Chief Mike Barlow

Darrol Iverson, Union President

**Not Present**

Commissioner Mark Clayton

The meeting was held at District 44 Station 95—32316 148<sup>th</sup> Ave SE, Auburn, 98002

**II. Pledge of Allegiance, United States Flag**

Commissioner Farrell led the Pledge of Allegiance.

**III. Approval of Agenda**

Commissioner McKinney moved and Commissioner Seng seconded to change the agenda to include the addition of #9--Revised Budget Approval under Unfinished Business. Motion carried.

**IV. Consent Agenda**

Commissioner Bjurstrom moved and Commissioner Seng seconded to approve the consent agenda including the minutes from the September 22, 2015 board meeting as presented. Commissioner Farrell explained that there were vouchers from the second half of September and the first half of October; they were all standard vouchers—nothing out of the ordinary. Motion carried.

**V. Account Balance Report—Dep. Chief Barlow**

78.6% of budget is spent year to date which we are 79% of the way through. 2015 is on track for spending, however, no big bills for the current capital improvements have been submitted yet. When they are submitted, the account balance report will look vastly different concerning spending for the year.

**VI. Budget Expenditure Report—Chief Smith**

Median house price is approximately \$345,000 which is up 13.1% compared to this time last year. For the past few months the median house price has remained the same indicating that home prices have leveled out.

		Sept	Oct
1st	Vouchers	113,710.00	98,946
1st	Payroll	150,436.00	154,715
2nd	Vouchers	92,262.00	
2nd	Payroll	123,341.00	
Totals			
	payroll	273,777.00	154,715
	Vouchers	205,972.00	98,946
	Total	479,749.00	253,661

**VII. Public Comment**

None

**Union Comment**

Darrol Iverson, Union President distributed overtime costs. Overtime costs are at 147% of the budget for overtime. There was an Active Shooter Response drill at Tahoma HS. Fire district not included in practice. Darrol was wondering if this was something that the fire district would be participating in in the future.

**VIII. Chief's Report**

Chief Greg Smith presented a PowerPoint report which is incorporated by reference and reviewed Personnel, Facilities, Vehicles, Equipment, Budget and Emergency Incidents/Responses.

- Between September 22<sup>nd</sup> and October 12<sup>th</sup> there were 118 incidents, averaging 5.62 per day. The Chief stated that the board may need to consider the cost of 911 dispatches which run \$45-50 per call where unauthorized burnings are concerned. The chief showed several graphs that depicted the 911 call volumes based on time of the day and days of the week. Peak daytime calls are around 3:00 pm. Concerning days of the week—Saturday and Sunday are the highest volume of calls whereas Tuesday and Wednesday are the lowest volume of calls.
- On September 23<sup>rd</sup>, the chief, Commissioners Farrell, and Clayton, and Tim Perciful attended the Green Valley/Lake Holm Association meeting.
- The Ad Hoc Committee met September 29<sup>th</sup>.
- On October 26<sup>th</sup> the WA State Auditor will be at the station.
- The Annual WA State Fire Commissioners workshop will be October 21-24 in Tulalip, WA.
- The deadline for submitting 2016 Property Tax Levies is December 4, 2015.
- Concerning the car prowling situation at Fire Station 96—motion detector lights and a camera will be added first and then fencing will be considered. No action has been taken yet.

- The Muckleshoot Tribal Council will be having elections in January 2016. The Duwamish Organization's Request for Federal Recognition was declined based on a failure to show continued existence as a distinct American Indian entity.
- The Chief showed pictures of the ongoing capital improvement work at Fire House 97. A new junction box has been added and the generator is installed. Also the septic work is going forth and new drain fields have been installed.

## **IX. Unfinished Business**

### **1. Ad Hoc City/District Fire Committee (report)—**

Commissioner McKinney reported that the committee met September 29<sup>th</sup> with the Mayor and two council members. They established a timeline on agreements and will be meeting with Brian Snure on November 9<sup>th</sup> at 10 AM. Commissioner Farrell added that the expenses of the lawyer consultation should be shared between the Fire District and Black Diamond. Chief Smith will provide a copy of the agreement to the board before the Nov. 9<sup>th</sup> meeting.

### **2. District News Letter (Web Page report)**

Commissioner McKinney reported that they have outlined the content of the website. Tim Perciful has directions on how the board would like to proceed. He also has the forms and the content material for the website. Next step is to build the site map with the stipulation of making it easy and simple, allowing for easy navigation compatibility for both computers and mobile devices. Make it user-friendly keeping in mind the average age of the district's residents. There will be links to community partners. So far the scope of work will remain well within budget. Both Chief Smith and Tim are giving it a good deal of attention.

### **3. Capital Improvement Plans (report)—Deputy Chief Barlow**

Concerning the generator at station house 97—it is installed and will be online very soon. The generator for station house 92 is ordered—delivery date still unknown at this time. Interior and exterior capital improvements to Station 97 will be started very soon. Ran into a slight issue with one of the contractors not getting bonded which has caused the delay. Commissioner Farrell would like to schedule an open house for the Green Valley/Lake Holm Association, exclusively, when work is completed. A second open house would also be scheduled for everyone. Commissioner McKinney suggested that pictures of the progression be posted so residents will know what is happening at the station house.

### **4. Post-Retirement Medical (report)**

No report

### **5. Strategic Plan (report)**

Chief Smith and Commissioner Bjurstrom will schedule a meeting.

**6. Staffing Discussions (committee report)**

Commissioner Seng and Bjurstrom reported that they are considering all the facets in what they would recommend to the board. They are considering the role the board plays in staffing discussion. Commissioner Bjurstrom explained that they want to look at it from a policy and cost perspective. There are many components to examine from different perspectives—Chiefs, locals, commissioners (board). Numbers are being generated, but there is nothing to show to the board at this time. The information will be included for consideration in the 2016 budget. Commissioners Seng and Bjurstrom want to bring clarity to the discussions when they happen.

**7. Best Starts for Kids Initiative**

No report

**8. Mechanic Vacant Position**

Chief Smith reported that they met October 8<sup>th</sup>. At this time there is one candidate for consideration. After some discussion concerning the small number of qualified applicants, Commissioner Bjurstrom moved that the district re-advertise the mechanic position for the purpose of due diligence to widen the field of candidates with *The Daily Dispatch* for no more than two weeks. There will be a charge for posting the position in this venue, about \$500+. Commissioner Seng seconded and the motion carried. The new posting will close on October 23<sup>rd</sup>.

**9. Revised Budget Approval**

At the budget meeting in August, a new budget for 2015 was proposed to include moving funds to cover the cost of capital improvements. At that time the proposed budget was tabled and not voted on. Commissioner Bjurstrom moved and Commissioner Seng seconded to adopt of the revised budget for 2015. The motion carried.

**X. New Business--None**

**XI. Commissioners Report:**

Commissioner Seng stated that she enjoyed working with Commissioner Bjurstrom on the staffing matter and having the opportunity to present information to the board. She is enjoying the working partnership.

Commissioner Farrell invited the board members to join him and his wife at the banquet at the WA State Fire Commissioners Workshop.

**Executive Session**

Commissioners held an executive session from 7:25-7:40 pm pursuant to RCW 42.30.110 section 1 (g). No action was taken.

**Signing of Documents**

September 22<sup>nd</sup> board minutes were signed.

**Board Meeting Adjourn**

Commissioner McKinney moved and Commissioner Seng seconded to adjourn the Board Meeting. Motion carried and the meeting was adjourned at 7:45 pm.

Next meeting will be October 27, 2015 at 6:30 pm at Station 95.

State Board of Volunteer Firefighters not required.

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James Farrell, Chair

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Cathie Valentine-McKinney

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Joanne Seng

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Dan Bjurstrom

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**Not Present**

Mark Clayton

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Kim Baker, District Secretary