

**King County Fire District 44**  
**Scheduled Board of Commissioner Meeting**  
**September 22, 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 Mark Clayton

Commissioner Cathie McKinney

Commissioner Dan Bjurstrom

Commissioner Joanne Seng

Chief Greg Smith

Deputy Chief Mike Barlow

Darrol Iverson, Union President

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**

It was moved by Commissioner Seng and seconded by Commissioner McKinney to accept the agenda as presented. Motion carried.

**IV. Consent Agenda**

Commissioner McKinney moved and Commissioner Bjurstrom seconded to approve the consent agenda including the minutes from the September 8, 2015 board meeting as presented. There were no vouchers for the 2<sup>nd</sup> half of September because the meeting was held earlier than when vouchers were due. Vouchers for the 2<sup>nd</sup> half of September were tabled. Motion carried.

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

71% of budget is spent year to date which we are 75% of the way through. No vouchers are included in the most recent report since it was too early in the month. 2<sup>nd</sup> half vouchers should be light any way since there were big vouchers the first half. The board was reminded to turn in their quarterly time sheets.

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

Budget is doing well with tracking for the year. Median house price is \$345,000 which is up 12% compared to this time last year.

## **VII. Public Comment**

None

### **Union Comment**

Darrol Iverson, Union President distributed overtime costs. Overtime costs are at 190% of the budget for overtime. With the addition of 2 firefighters on shift, it will save about \$16,945.

## **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 8<sup>th</sup> and September 21<sup>st</sup> there were 74 incidents, averaging 5.29 per day. 54 of the calls were EMS calls. Commissioner McKinney asked if these numbers reflect emergency calls for the White River Amphitheater and Pacific Raceways. Chief Smith commented that they do not. Commissioner McKinney asked that the number of calls for these two venues be included somewhere in the reported incidents; they could be called "special events"--this way the most accurate number of emergency calls could be tracked. The chief said those numbers are recorded, but they are not typically reported at the board meetings. For future meetings these numbers would be shared. September 16<sup>th</sup> was the last event at White River Amphitheater for the season.
- The Black Diamond Safety Committee met September 16<sup>th</sup>. Deputy Chief Barlow attended.
- On September 9<sup>th</sup> the Enumclaw Chief signed the Automatic Aid Agreement between Mountain View and Enumclaw Fire Districts. Enumclaw's volunteers will be attending trainings with Mountain View.
- September 16<sup>th</sup> the chief attended the meeting of the King County Chiefs and Commissioners.
- On September 23<sup>rd</sup> there will be a meeting of the Green Valley/Lake Holm Association. Commissioner Farrell and Chief Smith are planning to attend and the other commissioners are invited to attend also.
- The District may wish to host a training class for FEMA, ICS with Fire District 28, 44, and other elected officials after the first of the year.
- The Pulse Point app may be up and running very soon.
- Concerning the car prowl situation at Fire Station 96—motion detector lights and a camera will be added. If possible, they will use a camera that was already on the premises. Most likely fencing will be added. There are now looking at bids for the cost of the work.
- The city of Black Diamond is doing a mailer regarding station 99 and other capital needs. Commissioner McKinney expressed concern about our board not getting the opportunity to "review/approve" the written content of the mailer. Her concern is

making sure that FD 44 does not get “blamed” for lack of services to this area. The mailer should state that Black Diamond is responsible for facilities, equipment, etc. not District 44. It should be noted that Fire Stations and Fire Apparatus are the responsibility of the City under our current contract for services.

- There will be an Ad Hoc Committee meeting September 29<sup>th</sup> at Station 98. Commissioner Farrell and Commissioner McKinney will be attending.
- The Muckleshoot Tribal Council will be having elections in January.

## **IX. Unfinished Business**

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

Meeting September 29<sup>th</sup>.

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

Chief Smith and Tim Perciful have been talking about it. They would like the “Home” page to look like a dashboard with links to all the info. Considering an “Alert Me” link that would allow people to sign up for notifications regarding the newsletter, bid postings, news flash, board meetings, training classes. People could receive the alerts via email or text messages.

Commissioner McKinney and Tim need to schedule a face to face meeting. The Chief and Tim like the websites for Kent’s and South King County’s Fire Districts.

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

Concerning the generator at station house 97—the meter will need to be moved and they are pouring the pad for the generator. Pre-construction meeting happened earlier this week. There will be one more meeting to set the schedule for the scope of the work. The septic meeting needs to happen so they can de-commission the old septic tank—looking at end of October early November. When everything is done, an Open House will be scheduled.

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

No report

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

SWOT analysis were given out. Chief Smith, Deputy Chief Barlow, Commissioners Bjurstrom and Farrell will have a pre-planning meeting and then schedule a meeting with the entire board.

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

Commissioner Seng and Bjurstrom will present information and make recommendations at the Oct. 13<sup>th</sup> board meeting with a final decision being made at the October 27<sup>th</sup> board meeting.

**7. Best Starts for Kids Initiative**

Commissioner Farrell reported on the meeting with Dow Constantine on September 15<sup>th</sup>. Changes to the 590 status are impossible to make at this time. Chief Smith discussed it at the KC Chiefs meeting. May have to change legislation before anything can be done.

8. **Mechanic Vacant Position**—Chief Smith presented the Position Announcement which will be released on September 23<sup>rd</sup>. A PDF of the job listing and requirements will go out on the website and to other blog spots. Application process will remain open until October 7<sup>th</sup> at 4:00pm. The plan is to have a work group on Oct. 8<sup>th</sup> or 9<sup>th</sup> to review applicants. Each applicant would be given a rating and then the top candidates would be interviewed. There would be no oral board. A selection would be made with a hire date of November 1<sup>st</sup>.

Commissioner Bjurstrom expressed concern about the amount of time allowed for doing a thorough background check. The language of the position requirements will make a contingency for passing a background check. Commissioner Bjurstrom suggested that a Personal History Form as used by Public Safety Testing be used. Commissioner Seng will help with the application review process and Commissioner Farrell will be present at the interviews.

**X. New Business--None**

**XI. Commissioners Report:**

Reminder about the Green Valley/Lake Holm community meeting event Sept. 23<sup>rd</sup>.

The next King County Board of Fire Commissioners meeting will be in Shoreline. Installation of officers will be held at the Rainier Golf Club in January of 2016.

**Executive Session**

No executive session was held.

**Signing of Documents**

September 8<sup>th</sup> board minutes were signed.

**Board Meeting Adjourn**

Commissioner Seng moved and Commissioner Clayton seconded to adjourn the Board Meeting. Motion carried and the meeting was adjourned at 7:43 pm.

Next meeting will be October 13, 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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Mark Clayton

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Kim Baker, District Secretary