

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

**I. MEETING CALLED TO ORDER**

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

**PRESENT FROM DISTRICT 44**

Commissioner Jim Farrell

Commissioner Dan Bjurstrom

Commissioner Cathie McKinney

Commissioner Joanne Seng

Commissioner Mark Clayton

Also present were Chief Smith, Deputy Chief Barlow and Union Rep., Lt. Iverson

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 Seng moved to approve agenda, Commissioner Clayton seconded. Motion carried.

**IV. CONSENT AGENDA**

Minutes for approval – December 9, 2014 Regular Meeting

Special December 18, 2014

Commissioner McKinney moved to approve agenda, Commissioner Seng seconded. Motion carried.

**V. ACCOUNT BALANCE REPORT**

Report distributed and explained by Deputy Chief Barlow. 3.9% spent – on track for date of the remaining money. \$50, 000 to \$60,000 of 2014 remaining funds will be held to cover retro wages.

**ANNUAL ORGANIZATIONAL MEETING, BOARD OF FIRE COMMISSIONERS**

Commissioner McKinney nominated Commissioner Farrell for the 2015 Board Chairman position. Commissioner Bjurstrom seconded. With no additional nominations and Commissioner Farrell's acceptance, motion made by Commissioner McKinney to approve and seconded by Commissioner Clayton.

Commissioner Seng nominated Commissioner McKinney for the 2015 Board Vice Chairman position. Commissioner Clayton seconded. With no additional nominations and Commissioner McKinney's acceptance, motion made by Commissioner Farrell to approve and seconded by Commissioner Seng.

**VI. BUDGET EXPENDITURE REPORT**

**Expenditures 1<sup>st</sup> half of January 2015**

		January
1st	Vouchers	80,093
1st	Payroll	144,940
2nd	Vouchers	
2nd	Payroll	
Totals	payroll	144,940
	Vouchers	80,093
	<b>Total</b>	<b>225,033</b>

**Daily Cash Balance Report**

**Commissioner McKinney requested a total recap of tax collection at the Jan 27 Board Meeting.**

**VII. PUBLIC COMMENT**

None

**UNION COMMENT**

Newly elected Union Representative, Lt. Darrell Iverson was introduced and welcomed to the meeting. Lt. Iverson listed some concerns the union would like to bring for discussion regarding changes to the email system, elimination of on overtime costs, better lines of communication with Board of Commissioners and Fire Chiefs. He also invited Board member to attend the Union meetings held the first Wednesday of the month @ 6:30.

Commissioner Bjurstrom suggested that not more than two Commissioners attend the Union meetings to avoid having a quorum. He suggested an additional meeting would perhaps be a better way to brainstorm concerns and solutions. It was also suggested that firefighters address concerns with their Union President and he would bring them to the commissioners for discussion.

**VIII. CHIEF’S REPORT**

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

Emergency Responses: Total Incidents: 68 calls 1/1/15 – 1/13/15 average per day 5.2

Housing prices continue to rise in South King County.

A painting by Shirley Goodwin was donated to station 95. It was suggested that an unveiling of the painting at a future event would be appropriate. Event/date to be determined.

#### Calendar of events

1/16 – Public Safety Meeting

1/19 – Muckleshoot Elections

1/21 – Installation Banquet

2/10 – Legislative day @ Capitol in Olympia

2/21 – Tentative – Ad Hoc City/District Fire Committee meeting

## **IX. UNFINISHED BUSINESS**

### 1. Ad Hoc City/District Fire Committee report

Chief Smith distributed and explained the report. A final copy will be ready for our next meeting which speaks to the annexation of the city of Black Diamond into our fire district.

The Commissioners were encouraged to familiarize themselves with the report and be ready for discussion and/or approval.

### 2. Career Hire Report

Firemen Ryan Sindall and Andrew Irvine are beginning their performance based shifts and should be on staff within the next 3 months.

### 3. Andrea Manske, Memorial Funds donation update

No recent communications.

### 4. District Newsletter

Tim Perciful has been looking into the possibility of using a website rather than a newsletter as a more efficient means of communication. The cost involved in mailing and the ability to keep the public informed in a timely manner lean towards a website vs newsletter.

Tim Perciful, Deputy Chief Barlow, Commissioners McKinney and Clayton will schedule a meeting to explore websites and report on their progress in a month.

### 5. 800 Mhz replacement (ILA with County)

Brian Snure corrected the language in the agreement and a final draft was distributed for review. Chief Smith asked commissioners to review and report back to him with questions.

## **6. Capital Improvement Plan (Project General Contractor**

### **Discussion**

Commissioner Farrell recommended using the same contractor used in the past. Calculate a maintenance person into the budget. Create a contract with a detailed list of expected end of job results. Have a clearly stated budget including a contingency for maintenance.

Timeline for completion with scheduled progress checks along the way.

Final walk through (entire committee) before payment is made.

**A motion was made by Commissioner Bjurstrom to hire Phoenix Construction, contractor with the understanding that progress checks are included in the contract along with a final walk through when complete before payment is made.** Commissioner McKinney seconded, motion carried.

## **7. Local 2186/District Contractual Agreement**

**Document given to Union Rep., Lt. Iverson to secure signatures.**

## **X. NEW BUSINESS**

### **1. 2013 State Audit Report**

Complete

### **2. Resolution 15-500 approving transfer of funds from reserve account (10-044-6010) to expense Funds (10-044-0010)**

Motion made by Commissioner Bjurstrom to approve transfer of funds. Commissioner Clayton seconded – motion carried.

### **3. Commissioners Report**

Commissioner Farrell will attend the WFCA Conference in Olympia 1/22 to work on proposed legislation.

### **4. Signing of documents**

Commissioners signed approved documents.

## **XI STATE BOARD OF VOLUNTEER FIREFIGHTERS meeting not required.**

**XII. BOARD MEETING ADJOURN**

**Commissioner Seng moved to adjourn the meeting @ 9:05 PM. Commissioner McKinney seconded. Motion carried.**

**Next meeting January 27, 2015 @ Station 95 – 32316 148<sup>th</sup> Ave SE, Auburn WA 98092**

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**James Farrell, Chair**

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**Cathie Valentine-McKinney**

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**F. Dan Bjurstrom**

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**Joanne Seng**

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**Mark Clayton**

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**Mary Shabel, District Secretary  
King County Fire District 44**