King County Fire District 44
Scheduled Board of Commissioner Meeting
January 14, 2014

I. Meeting Called to Order. Commissioner Jim Farrell called the regularly scheduled meeting of the Board of Commissioners to order at 18:34 hours.

Present from District 44

Commissioner Jim Farrell
Commissioner Robin Mauro
Commissioner Joanne Seng
Commissioner Mark Clayton

Commissioner Dan Bjurstrom was excused.

Also present were Chief Smith and Deputy Chief Barlow.

The meeting was held at District 44, Station 95, 32316 148th Ave SE, Auburn WA 98092.

II. Pledge of Allegiance. Commissioner Jim Farrell led those in attendance in the pledge of Allegiance.

III. Approval of Agenda. Commissioner motioned to approved the agenda. Commissioner Clayton seconded. The motion carried.

A. **Annual Organizational Meeting:** Commissioner Farrell nominated Commissioner Bjurstrom as Vice Chairman and Commissioner Mauro as Secretary. Commissioner Seng nominated Commissioner Farrell as Chairman.
Commissioner Seng moved to appoint the above nominated Commissioners for office. Commissioner Clayton seconded. The motion carried.

IV. Consent Agenda.

A. Minutes for approval: December 10, 2013
B. 2nd half December 2013 / 1st half Jan 2014 vouchers.

Commissioner Seng moved to approve the consent agenda. Commissioner Mauro seconded the motion. The motion carried.

V. Account Balance Report.

Deputy Chief Barlow reported he continues to migrate the accounts into the new accounting system. We are still running both systems. He has a target date of March to have this completed.

VI. Budget Expenditure Report.

Chief Smith noted that the 1st half of January vouchers and payroll totaled $207,160.00. The ending revenue balance as of 1/12/14 was $3,815,910.48.

VII. Public Comment. None

Union Comment.
Jeff Lyon, union president noted the union donated $500 to a family whose home caught fire. Jeff also let the Board know that the union plans to purchase recliners for one of the stations that's in need of new ones. The local union also donated $500 to the giving tree in Black Diamond.

VIII. Chief's Report.
Emergency Responses: Total Incidents: 60 1/1/14 – 1/14/14 Average/day: 4.29

2014 Budget: A request to the district's Legal to provide us with direction on establishing impact fees in the district for new development.

Chief Smith met with Administrative Staff and Support Staff related to comparable study and other matters.

Information was collected to be presented to the Board for temporary Administration Support (under New Business).

Chief Smith has collected information on Career Firefighter staffing from the local for review and eventual presentation to the Board.

IX. Unfinished Business.

1. **2014 Draft Department Operating Budget.** Commissioner Mauro made a motion to approve the 2014 Draft Department Operating Budget. Commissioner Seng seconded. Discussion: Commissioner Clayton asked about processes for reviewing the budget and any changes. Chief Smith explained that the Board monitors the budget at each regularly scheduled meeting. As changes come up, the adjustments are made and brought back to the Board. Then in August of each year, a revised budget is provided to the Board. The motion carried.
2. **Ad Hock City/District fire committee, (report).** Next meeting is scheduled for January 21, 2014. The next study will be to review Contract for Service.
3. **Report and Discussion RFPs (Stations 98 and 92, insulation 95 WIRELESS).** Deputy Chief Barlow commented:
   A. **Station 98.** Approximately 14 companies attended walkthrough for current RFP.
   B. **Station 92.** Completed. Chief Smith will provide pictures at the next Board meeting.
   C. **Station 95:** Infrastructure was put into place last week. Once the connection is established, then we will begin configuration.
   D. **Station 97:** Deputy Chief Barlow will work on RFP for repairs due to the water damage.

X. New Business
1. **Resolution 14-493. Transfer of funds expense of EOF.** Commissioner Seng moved to approve Resolution 14-493. Commissioner Clayton seconded. The motion carried.
2. **Temporary/Part-Time office help.** Commissioner Seng moved to move forward with Chief Smith to hire temporary/Part-Time help, not to exceed $25/hour rate. Commissioner Clayton seconded. The motion carried.
3. **Report 2014 Budget Workshop.** Data will be collected to determine the staffing needs for Career Firefighters. Chief Smith will review the data and make a presentation to the Board in February.
4. **Approval of January 22, 2013 amended minutes.** Commissioner Mauro moved to approve the amended minutes of January 22, 2013. Commissioner Seng seconded. The motion carried.

XI. Commissioners report/comment.

Commissioner's Farrell, Clayton, and Bjurstrom will be attending Chief's and Commissioner's dinner tomorrow, January 15, 2014.

Executive Session: From 1942 hours to 1952 hours per RCW 42.30.140, section 4(a). No decisions were made. (Noted: Jeff Lyon, Union President, protested the Executive Session).

Board Meeting Adjourn. Meeting adjourned at 2005 hours. Commissioner Seng moved to adjourn. Commissioner Clayton seconded the motion. The motion carried.

State Board of Volunteer Firefighters

Called to order 1955 hours.

1. Volunteer retiring, Greg Brower. Commissioner Farrell moved to approve. Commissioner Mauro seconded. Motion carried.
2. Volunteer retiring, Thomas Homan. Commissioner Mauro moved to approve. Chief Smith seconded. Motion carried.
3. Injury report submitted from 12/14/13. Chief Smith moved to approve. Commissioner Farrell seconded. Motion carried.

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James Farrell, Chair Robin Mauro

_____N/A_____ _____

F. Dan Bjurstrom Joanne Seng

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Mark Clayton

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Robin Mauro, District Secretary

King County Fire District 44