

## **SOUTH KING FIRE & RESCUE**

June 25, 2019

Station 68

Commissioner Gates called the meeting to order at 1700 hours with Commissioners Rickert, Fuller and Thompson in attendance, Commissioner Fossos was excused. Board Secretary Lauri Perry recording.

The Pledge of Allegiance was led by Commissioner Rickert.

### **APPROVAL OF MINUTES**

Commissioner Gates asked for the approval of the Regular Meeting Minutes of May 28, 2019. Commissioner Fuller made a Motion to approve the May 28, 2019 minutes as submitted. Commissioner Thompson seconded the Motion. Motion passed unanimously.

### **COMMISSIONERS COMMENTS**

Commissioner Fuller noted that he attended the Federal Way City Council Meeting on June 4<sup>th</sup> for the EMS Levy Presentation. He was pleased to see the Council approve it. He also attended the Federal Way Chamber luncheon and several of the ground breaking ceremonies for the Federal Way Elementary Schools. Commissioner Fuller plans on attending the Recruit Badge Pinning and the South King County Athlete Breakfast hosted by King County Councilmember Pete von Reichbauer.

Commissioner Rickert attended the Federal Way Chamber luncheon and the King County Commissioners Meeting in Burien, they talked about the environmental impacts with departments using the AFFF (Aqueous Film Forming Foam) aka firefighting foam. He requested that the department works with the Union to remove these products from the apparatus as soon as possible. Commissioner Rickert also attended the Federal Way City Council Meeting on June 4<sup>th</sup> for the Medic One/EMS Levy presentation. Chief Church provided an update that nine (9) of the eleven (11) Cities in King County with populations over 50,000 have approved putting the Medic One/EMS Levy on the November 2019 ballot.

Commissioner Thompson attended the Risk Management Pool Seminar and the WFCAs Saturday Seminar in Chelan, the first half of the day was spent talking about keeping your community informed on what is happening at the fire department, citizens like to know what is going on, keep website up to date, hold open houses and such. The second half of the day was spent discussing the legislative process, it was interesting. The legislative process works. At the King County Commissioners Association meeting there was discussion on some environmental impacts. The Commissioners are working collectively and cooperatively with the Water and Sewer departments and the Department of Ecology to help mitigate any problems. Water Districts Commissioners are always welcome to attend the Fire Commissioners meetings, working together has helped them secure some grants. Commissioner Thompson is looking forward to the Recruit Graduation coming up on Thursday. Commissioner Thompson will write a letter from the King County Commissioners Association supporting the Medic One Levy and send it to the King County Council.

Commissioner Gates noted that it was a pleasure to attend the recent Advancing Leadership Graduation and to see our own B/C Suckoll, Local 2024 President Winter and Chaplain Julie Westfall graduating, it was very nice. Commissioner Gates is pleased to see that the Federal Way City Council unanimously approved the placing the EMS Levy on the November ballot. Commissioner Gates was very pleased to receive a letter from King County Executive Dow Constantine reappointing him to remain on the King County Investment Pool Committee.

### **PUBLIC COMMENTS**

There were no public comments.

### **COMMISSIONER COMMITTEE REPORTS**

Commissioner Gates noted that there was a Legal Committee Meeting, they reviewed the personal services contracts for the Assistant Chiefs. Commissioner Thompson made a Motion to approve the Personal Services Contracts for the Assistant Chiefs. Motion was seconded by Commissioner Rickert. Motion passed unanimously.

### **RESOLUTION 565 – CHANGING THE LOCATION FOR REGULARLY SCHEDULED BOARD MEETINGS N 2019**

Chief Church read Resolution 565 into record. Commissioner Thompson made a Motion to approve Resolution 565. Motion was seconded by Commissioner Rickert. Motion passed unanimously.

### **MILITARY LEAVE POLICY UPDATE**

Commissioner Gates noted that our current Military Policy references each Military Deployment being reviewed by the Board of Commissioners on a case by case basis and for them to decide if the employees' wages will be made whole (SKFR to pay the difference between what the military pays them for deployment and their current SKFR salary). Commissioner Thompson made a Motion to approve the Enhanced Military Policy to make our employees that are deployed wages whole (it will no longer be reviewed on a case by case basis). Motion was seconded by Commissioner Fuller. Motion passed unanimously.

### **ADOPTION OF DISASTER PLAN**

Commissioner Fuller spoke in favor of the Disaster Plans.

Commissioner Gates spoke in favor of the Disaster Plans and added how easy it is to follow compared to some of our past plans.

Commissioner Thompson added that this is a great plan, we have lots of new people we need to make sure everybody understands the plan. Commissioner Thompson made a Motion to adopt the Disaster Response Plan and the Disaster Preparedness Plan. Motion was seconded by Commissioner Fuller. Motion passed unanimously.

### **ADMINISTRATIVE TEAM REPORT**

Chief Church reported that there are lots of changes – transition

Chief Church is looking forward to the Recruit Graduation coming up on Thursday, he is honored to have been asked to be the keynote speaker. Special thanks to Eric and Joe Quinn for their work on the ILA with King County. This looks like it is finalized and agreed to by King County who will be

paying us property taxes on property owned by King County, this will equate to \$35,000 - \$40,000 a year.

Chief Church just received an email in regards to the King County EMS Levy and so far 9 out of the 11 Cities with populations over 50,000 have approved putting the EMS Levy on the November ballot. It will be going to the King County Council for approval and then on the November ballot and then on to the citizens of King County to approve. Kudos to the City of Federal Councilmembers and Mayor for unanimously approving to put it on the ballot.

Chief Church was very pleased to attend the Advancing Leadership Graduation with Commissioner Gates, D/C Crossen and Executive Director of Business Operations Joe Ganem, this year our graduates were B/C Suckoll, Local 2024 President Winter and Chaplain Westfall. FF Jacob Czekanski and DE Shannon Oltman will be attending the next Advancing Leadership class.

Chief Church added that D/C Crossen is working with Grace Church on our Annual School Clean-up Day, which will be on August 3<sup>rd</sup> at Kilo Middle School.

A/C Pennington noted that he is working on the transition plan, setting up budget meetings with the divisions and will be talking to each of the Commissioners. He noted that the team will be getting together to discuss the negotiations process and looking at comparable.

D/C Crossen added that lots of changes in Operations with the upcoming promotions and the 8 recruits that will be graduating on Thursday. The recruits will had one day in the post academy and hit the streets as early as Sunday. Our next group of recruits will begin on August 1<sup>st</sup> and should graduate in January or February. D/C Crossen is working with other Ops Chiefs from Zone 3 on the July 4<sup>th</sup> Plan. We will be partnering with Grace Church for the Annual School Clean-up on August 3<sup>rd</sup>, an email will be going out soon so people can sign up to help, We will be spreading beauty bark, painting and weeding.

A/C Chaney noted that the Training Officers will be reporting to the Training Consortium on Monday. Fleet had a near miss incident by a tire changing vendor at Station 68. The vendor was changing all four rear tires on E-631. With all 4 rear wheels removed, the Engine fell off the bottle jacks resting on the rear suspension carriage. Fortunately no one was injured or killed. The root cause of this accident was the improper jacking of the apparatus on the hot (soft) asphalt. The tire vendor local and regional office were very helpful and proactive with the investigation. The safety improvements that the fleet division has implemented are: The apparatus will be lifted on the concrete aprons at Station 68. The apparatus tank will be emptied effectively reducing the gross vehicle weight by 40,000 lbs. The vendors will be required to place pads down under the jacks, lift one side at a time and properly place jack stands under the axel before the wheel is removed. All of these steps were absent in the event. The good news to this incident is no one was injured or killed and the apparatus was not damaged. We are in the process of hiring a new employee in facilities, hope to have them on board by September 1<sup>st</sup>.

D/C Mataftin noted that lots of demo work is being done at Station 60 and we got the sign up on the fence.

CAO Bellinghausen noted that they have participated in a number of community events including Kids Day, CPR Classes hosted youth safety day in partnership with FWPD and spoke at the Senior Center and Brooklake. Captain Bellinghausen is pleased to see the EMS Levy receiving such great support. This levy is important for the funding of CMT program and planning for the future.

Executive Director of Business Operations Ganem noted that things are going well, last week we kicked off the Capital Improvement process with a meeting and great discussion. We will be launching our internal audit in preparation for our annual Audit review.

HR Administrator Mary Stevens added that it has been a pleasure working with D/C Crossen on the new recruit process and she is looking forward to the upcoming promotions, graduation and new assignments. Eight recruits will be graduating on Thursday and 8 more will be hired in August and will start at the Training Consortium in September. We are in the process of interviewing for a facilities position and she and Yolanda will be attending a job fair at JBLM.

Chief Church reported that we are .97% under budget, even with the Operations Overtime being way over budget.

**JUNE BUDGET**

Finance Specialist Hope Leonard read into record the list of expenditures for the month of June.

Mid-Month Utility Warrants (113027-113047) totaling	\$40,975.32
Accounts Payable Warrants (113048-113143) totaling	\$891,722.76
Payroll Direct Deposit Document for 170 indiv. DD018925--019094 totaling	\$1,139,864.77
Payroll Warrant for 0 individuals	0
Payroll Electronic Federal Tax Payment totaling	\$239,438.56
TOTAL approval	\$2,312,001.41

Meeting adjourned at 1750 hours.

---

COMMISSIONER (CHAIR)

---

COMMISSIONER (VICE CHAIR)

---

COMMISSIONER

---

COMMISSIONER

---

COMMISSIONER

---

BOARD SECRETARY

SOUTH KING FIRE & RESCUE IS AN EQUAL OPPORTUNITY EMPLOYER