

SOUTH KING FIRE & RESCUE

COMMISSIONERS MEETING

October 16, 2008

Commissioner Freitas called the meeting to order at 1600 hrs with Commissioners Hershey, Gates, Harris and Fossos in attendance. Commissioner Thompson was excused. Board Secretary Lauri Perry recording.

Pledge of Allegiance was led by CFO Dave Lawson.

APPROVAL OF MINUTES

Commissioner Freitas asked for the approval of the minutes of the September 18, 2008 Commissioner's meeting. Commissioner Gates made a Motion. Motion carried.

COMMISSIONERS COMMENTS/COMMITTEE REPORTS

Commissioner Gates reported that he has had a busy month, he attended the Earthquake meeting, WMD (Weapons of Mass Destruction) Meeting hosted by the City of Federal Way, the WFCB Budget meeting and he attended the Chili Cook-off at the Commons, it was a lot of fun and hopefully they will do it again next year. Commissioner Gates also announced that he and his wife Mary became proud grandparents of their first grandchild born in September. He also noted that he received the Save the Date postcard regarding our Annual Banquet and the theme is football and refers to everyone wearing their favorite team jersey.....its not a good year for football in Washington.

Commissioner Harris had no comments.

Commissioner Hershey noted that since the last meeting he spent the day at a Commissioners Conference, a couple of weeks in Mexico, a week in New Orleans and he has received numerous versions of the 2009 budget. He added that next Tuesday, King County Councilmember Reagan Dunn will be presenting Mama Passarelli the 'Soup Lady' with a mobile trailer for all that she has done to help those during emergencies. Here are a few of the locations that she has traveled to serve soup to those in need, Hurricane Katrina, Hurricane Gustaf, Wildland Fires in California, when the US Army Helicopter went down in Enumclaw and numerous other tragic events.

Commissioner Fossos reported that the Chili cook-off sounds like a great community event, and he apologized to his colleagues that he will not be able to attend the WFCB Conference; he will be attending the wedding of a war buddy.

Commissioners Freitas noted that he has attended the PIO IEMC Meeting at the City of Federal Way, the E911 Policy Committee meeting, the Federal Way Amateur Radio group is looking for additional volunteers, if you or someone you know is interested in being certified, there is training scheduled November 7th – 9th, he also attended the Des Moines NET

meeting, there were over 100 people in attendance. He has also reviewed several versions of the 2009 budget.

PUBLIC COMMENTS

Wayne Corey reported that the Elder Care program is off and running. They have a flyer with logos and business cards printed and have begun distributing them. He has been working with Captain Mataftin on a cheat sheet for the firefighters on what they should look for when they go on calls and information on how to contact Elder Watch. This morning he did a presentation to the **Firefighters Foundation** and they donated \$500.00 to the program. November 12th at 11:00 am they will be making a presentation at the Des Moines Senior Center and they will be doing more presentations to Rotary, Kiwanis and other service groups, the main thing is to get the word out. They are just starting to work on information for Federal Way. Wayne added that the Des Moines Farmers Market will hold their Chili cook-off on October 25th and Chief Church and Chief Baker of the Des Moines Police Department will be judging.

COMMISSIONERS COMMITTEE REPORT

Chief Church noted that there was a Joint Labor/Management meeting on September 26th and tomorrow the Finance, Budget and Audit Committee will meet at Station 68 at 0900 hours to review the budget.

INTRODUCTION OF NEW EMPLOYEE

Chief Church welcomed our new CFO David Lawson and asked that he come up front. Chief Church read the certificate into record and presented it to our new CFO Lawson. CFO Lawson replied that it is a pleasure and he promises to serve us well.

2009 BUDGET PROCESS

Chief Church stated that he is looking forward to tomorrow when he will meet with the Finance, Budget and Audit Committee to review the budget line by line and the Special Commissioners Meeting – Budget Workshop on November 6th. He presented the entire budget to the Administration and the Finance Team on October 7th. Chief Church also looks forward to November 18th for the Commissioners to adopt the budget and sending the budget to King County by November 28th.

LEGISLATIVE UPDATE

Chief Church reported that the WFC Legislative Committee will meet on October 22nd to finalize all of the bills and to decide which bills we will take the lead on and which bills we will partner with the WFCA or WSCFF and offer support. We are working on scheduling a meeting with the WFCA and WSCFF Legislative Committees to make sure we are all on the same page, working together and see where we can offer support. It will be a tough year in Olympia for any bills that are requesting funding; we are better off looking at bills that don't have any financial impact, due to the projected deficit.

CHIEF/ADMINISTRATOR'S REPORT

Chief Church reported that we are working on scheduling the following meetings:

- That we are looking at holding our Retreat on Saturday, March 7th at the Marriott; it will be a full day.
- Lauri Perry is also working on scheduling our Annual Legislative Breakfast with our Legislators.
- There will be a Federal Way Government Liaison Committee Meeting at the School District Office on November 12th at 0730 hours. Chief Church will not be in attendance as he will be attending the WFC Retreat.

Chief Church added that he and Chief Wayne Senter from South Kitsap Fire & Rescue will be going to Spokane to make a RFA (Regional Fire Authority) Presentation to elected officials. Chiefs Church and Senter are looking at making two (2) RFA Presentations one (1) in Western Washington and one (1) in Eastern Washington.

Commissioner Thompson arrived at 1635.

Chief Church was pleased to announce that Mary Stevens will be attending the Advancing Leadership Meetings so she will not be able to attend the Commissioners Meetings; Lt. Steve Hopf is also enrolled in Advancing Leadership.

Chief Church noted that the best day for him to attend the WFC Conference is October 24th, and he plans to attend the banquet which he and Chief Senter will be presenting an item to Secretary Emeritus Clarke Snure thanking him for all of his years of service from the WFC. Chief Church apologized that he is unable to attend the presentation to the Soup Lady; he has a meeting with the City of Federal Way in regards to the 10 year tax plan.

Chief Church noted that we have a new form for the Commissioners to sign for authorizing the County to remove the former CFO from being able to approve warrants and requesting that they add the new CFO to be able to sign the warrants.

EMERGENCY OPERATIONS/ SPECIAL OPERATIONS/EMS/WELLNESS & FITNESS

A/C Plumlee thanked David Lawson for joining our department, and he added that David has a budget pig and all it says is 'No'.

A/C Plumlee added that he has been working on the following items:

- He and the Training Division have been going over next years training plan
- The Captains Exam will take place on April 1, 2009
- We currently have 8 recruits at the North Bend Fire Academy, they are all doing great and they will graduate on Friday, November 7th.
- Congratulations to B/C Olson, he has been a Battalion Chief for a year and a day, he is back at the Academy working on his EFO (Executive Fire Officer) Program
- We have a new way for Valley Comm to handle non-emergency calls, they are gong to be sorting them and asking more questions, it should really make a big difference on the calls, we have been working on this for the pas 7-8 months. If it is an emergent call the crew will be dispatched immediately.

- Reminder the department is offering flu shots on October 22nd -24th at Station 62, the shots are complimentary to department members and there will be a charge for additional family members.

A/C Plumlee added that he has been very busy; he is President of his Kiwanis Service Club.

B/C Trackwell added that he has been working on an Asset Tracking System and we should be going out for Request of Proposals in the near future.

LOGISTICS FLEET/FACILITIES & ACCREDITATION

D/C Knorr commented that the boat has been repaired and is back in the water, the ladder truck is out of service due to annual testing. D/C Knorr added that Lakehaven Utilities has approached us in regards to an easement for an Oasis wellhead that would be placed in the northwest corner of our property at Station 68.

Commissioner Fossos made a Motion, whereas Lakehaven Utilities requires an Oasis Well at South King Fire & Rescue Station 68; whereas this will require an easement on our South King Fire & Rescue property; whereas South King Fire & Rescue has negotiated a location at Station 68 to allow Lakehaven an easement in an area that will not affect South King Fire & Rescue operations via a flush mount; there fore be it resolved that the Board of Fire Commissioners authorizes the Fire Chief/Administrator to negotiate an easement that will not cause any operational issues for South King Fire & Rescue. After quite a bit of discussion the Motion failed. The Commissioners would like more information on the Oasis Well.

EMERGENCY MANAGEMENT/PUBLIC EDUCATION

D/C Thorson was pleased to report that the four (4) Cities to our north are making some progress in Emergency Management. Next week, he has a meeting scheduled with the City of Des Moines Emergency Planner. There was a PIO Emergency Committee meeting and he was pleased that our three (3) Public Educators attended the meeting, they are working to see how the PIO's from the City of Federal Way, FW Police Department, School District, Lakehaven and South King Fire & Rescue can work together with the same message being sent to the public in the event of an emergency. D/C Thorson has met with his staff to review the Public Education programs and to decide how and who is responsible for the programs, they plan to meet weekly and they have a meeting scheduled with the B/C's so that everyone is working together. D/C Thorson noted that his Commissioners Report was a little different this month, he has asked all of his staff to write something to add to his report, this way it is coming directly from them and it isn't filtered.

PREVENTION

Chief Church noted that D/C Biesolds report is in your packet.

TRAINING/SAFETY

D/C Pennington apologized that he didn't submit a written report and he thanked A/C Plumlee for doing most of his report tonight. The eight (8) recruits are doing very well at the Academy, they will be graduating on Friday, November 7th at 1400 hours at the Criminal Justice Center.

The FF2 (Firefighter II) certification material has been sent to all of our personnel, there have been four (4) new power poles installed on the drill court, they will add some rope to the poles to simulate live wire for drills and the annual Evals will take place in November.

HUMAN RESURCES

Chief Church reported that the HR report is in your packet and that next month there will be a new header labeled Finance.

CFO Lawson reported that he has met with all of his employees and he is working on getting up to speed with everything that is going on and he is working on our accounting and controls and there will be some changes coming forward.

OCTOBER BUDGET

The October budget is 5.15 percent under budget; Chief Church read into the record the list of expenditures for the month.

VOUCHERS

The following Vouchers/Payments were approved and signed by the Board.

Mid month utility vouchers documents (13789-13801) totaling	\$15, 513.73
Accounts Payable Vouchers (13802-13930) totaling	\$756,780.11
Payroll Direct Deposit Document for 165 individuals F021 – F331 totaling	\$851,565.27
Payroll Electronic Federal Tax Payment totaling	\$163,504.87
Payroll Check Vouchers for 1 individuals (#21008)	\$3,370.77
TOTAL approval	\$1,790,734.75

PUBLIC COMMENTS:

Wayne Corey added that thank goodness the Medic One Levy was last year, not this year with everything that is going on in King County.

Commissioner Fossos noted that November 14th is the Medic One Foundation Annual Dinner; tickets are \$150.00 each.

Commissioner Thompson reported that he has been busy working on WFCA dues increase; it has to be done before Wednesday. The WFCA has decided to unfreeze the membership dues, which were frozen in place since 1999, some districts will see an increase of 150%, if their assessed value has increased and moved them into a higher assessed value bracket. Commissioner Thompson added that he is working on the evaluation for the WFCA Executive Secretary, Roger Ferris it is supposed to be in by next Wednesday for the Board Meeting. Commissioner Thompson added that he is proud of our guys for how did they did at the Chili cook-off, he was unable to attend due to attending a class for work.

Commissioner Freitas reported that the REC nominations are due by Friday, October 31st, you should have an email regarding this. He also reminded the Commissioners to turn in their payroll information.

Commissioner Freitas reported that we are going to recess and go into Executive Session for the purpose of discussing property acquisition for about 30 minutes, no decisions to be made, Executive Session at 1750 hours.

At 1810 hours, A/C Plumlee announced that the Executive Session has been extended until 1840.

At 1840 hours, A/C Plumlee announced that the Executive Session has been extended until 1845 hours.

At 1845 hours, A/C Plumlee announced that the Executive Session has been extended until 1850 hours.

At 1850 hours, A/C Plumlee announced that the Executive Session has been extended until 1855 hours.

At 1855 hours, Executive Session is adjourned.

Open Public Meeting at 1855 hours, there were no public comments, the meeting adjourned at 1856 hours.

COMMISSIONER (CHAIR)

COMMISSIONER (VICE CHAIR)

COMMISSIONER

COMMISSIONER

COMMISSIONER

COMMISSIONER

BOARD SECRETARY