SOUTH KING FIRE & RESCUE

COMMISSIONERS MEETING
Station 68
March 18, 2010

Commissioner Fossos called the meeting to order at 1600 hours with Commissioners Rickert , Thompson and Freitas in attendance, Commissioner Gates is excused. Board Secretary Lauri Perry recording.

Pledge of Allegiance was led by Commissioner Freitas.

Commissioner Fossos welcomed everyone to the meeting.

APPROVAL OF MINUTES

Commissioner Fossos asked for the approval of the minutes of the February 18, 2010 Commissioner's meeting. Commissioner Rickert made a Motion to approve the February 18th minutes. Motion passed.

COMMISSIONERS COMMENTS

Commissioner Thompson reported that he attended the King County Commissioners meeting in Maple Valley last night; there was a good turn-out with two (2) new Commissioners there. He is working on an education survey to see what types of training Commissioners would like to have available to them at the WFCA Saturday Seminars and the Conference. Once he has completed the survey he will make a presentation to the WFCA Education Committee. He plans to attend the WFCA Saturday Seminar in Ocean Shores next weekend.

Commissioner Freitas had no comments.

Commissioner Rickert reported that he attended the EMS Advisory meeting yesterday and the projects are continuing on and being developed. They are looking at Medic 13 possibly becoming a full time unit, if they can switch some money around from their reserve. Last night he attended the King County Commissioners meeting in Maple Valley.

Commissioner Fossos reported that he also attended the King County Commissioners meeting last night; it still seems that the WFCA still doesn't want to get involved and communicate with the WFC. He added that we should set-up a meeting with King County Executive Dow Constantine to let him know our views on the King County Medic (EMS) Levy/Proposition 1. Commissioner Fossos noted that he is the Region 6 Alternate Board Member. He added that he met with Mary Stevens and reviewed the Chiefs evaluation and he was very disappointed that one of the Commissioners didn't turn in their evaluation and he noted that our Chief does an outstanding job.

PUBLIC COMMENTS

Roger Hershey reported that a longtime friend and former volunteer of District #32 has passed away, Jim Tessandore. Commissioner Fossos requested a moment of silence in memory of Jim.

COMMISSIONERS COMMITTEES

There were no committee reports.

REPORT ON UPCOMING MEETINGS: CAT March 25; WORKSHOP March 31 and RETREAT on June 18

Chief Church reminded everyone that we have a CAT (Citizen Advisory Team) - Special Meeting scheduled for Thursday, March 25th at 6:00 pm at Station 68, Operations will be making a demonstration, and then the group will go through a SWOTT Analysis of the Cities o f Des Moines and Federal Way and our fire department. We will be holding our Benefit Charge Workshop - Special meeting on Wednesday, March 31st, Station 68 at 4:00 pm with Legal Counsel Joe Quinn and Benefit Charge Expert Neil Blindheim joining us to answer any and all questions. We have a Retreat scheduled for Friday, June 18th at 8:00 am, at Station 68 and a Fall Retreat scheduled for Friday, October 22nd at Station 68.

Commissioner Freitas asked if the Board can send their Benefit Charge questions into the Chair in advance of the workshop so that Joe and Neil will be ready to answer them. Chief Church noted that they can send their questions in ahead of time to Chief since Chairman Gates is on vacation.

CAT - SPECIAL MEETING OF THE BOARD

Commissioner Thompson noted that he has attended one of the CAT meetings and there is a lot of good dialog, but he feels that because of the presence of the Commissioners, some of the individuals may not be as open as they would be if the Commissioners were not in attendance. He recommended that the Board of Commissioners be in the DOC at Station 62 watching the meeting via Tandberg, we would let everyone at the CAT meeting know that the Commissioners are watching the meeting via Tandberg. Commissioner Rickert didn't think that was necessary, he believes the Commissioners can listen and not talk too much during the meeting. Commissioner Freitas noted he would like to attend the CAT meeting; he feels that not being at the meeting sets the wrong opinion and he added that he heard some negative comments from some individuals that didn't particularly enjoy being filmed and not knowing who was on the other side of the curtain at another meeting that was documented via Tandberg or videotaped. Commissioner Fossos noted that he agrees or maybe all of the Commissioners can come to the CAT meeting for the first 30 minutes then leave and let the discussions begin. Chief Church added what if all of the Board comes to Station 68 for the meeting and then each Commissioner can decide if they want to stay for the meeting or leave so there can be open dialog. It was decided that they would go with Chief Church's recommendation.

CHIEF/ADMINISTRATOR'S REPORT

Chief Church reported that several members of Administration are not at the meeting tonight:

- D/C Trackwell is at Valley Regional Fire Authority participating in their Captains

Assessment
- IT Director Ganem is attending a Valley Comm meeting
- D/C Pennington is attending Advancing Leadership
- D/C Olson is on vacation in Mexico

He added that Lauri Perry and he would be leaving tomorrow at 0600 to help Woodinville Fire & Life Safety in selecting a Deputy Chief, so far they have narrowed it down to 4-5 candidates. Chief Church added that three (3) names for the State Fire Marshal position have been forwarded to WSP Chief Batiste, he will be conducting the final interviews. Yesterday SB 6546 – allowing the Fire Marshal into LEOFF was signed by Governor Gregoire with an emergency clause that makes it available immediately. The Governor also signed HB 1080 yesterday - formally allowing fire districts to collect impact fees. The King County Fire Chiefs - Fire Marshal subcommittee which D/C Olson and Chief Church are working on a white paper to present to King County Executive Dow Constantine.

Chief Church noted that three (3) of the King County Chiefs are working on the next Medic One Levy from an executive overview level; himself, Chief Dean of Seattle Fire and Chief Eisner of Bellevue Fire. Many others will be involved in the final analysis.

He was also notified that Des Moines Police Chief Baker will be retiring effective June 15th; it has been a pleasure to work with him. Commissioner Fossos added that we should present him with a plaque at a City Council meeting.

EMERGENCY OPERATIONS, SPECIAL OPERATIONS, EMS & WELNESS & FITNESS

A/C Plumlee noted that D/C Pennington and Mary Stevens have been busy working on the Lt. Exam process. There have been a number of study classes offered and we have a very good list of candidates. The Northwest Leadership Conference was very good, they had some great speakers. A/C Plumlee met with the Battalion Chiefs and Deputy Chiefs for a couple of days last week they spent the majority of the time discussing operational items for the remainder of 2010 and early 2011. The group also met with the police departments, HR, Prevention and on Friday, they met with the Captains.

LOGISTICS, FLEET, FACILITIES & ACCREDIATION

D/C Knorr added in addition to his written report that we will be having some of the overgrown trees that are interfering with fuel pumps and impairing some vision will be cut down or trimmed. He added that we are continuing with the lighting upgrade it is currently about 85% complete. We have finished the project at seven (7) of our facilities. PSE had suspended further work at Station 62 as they we waiting for approval of a program modification from the Utilities Commission. We have received the approval to continue the lighting upgrade at Station 62; they will cover 50% of the costs. He added that he has been spending quite a bit of time going over the 2009 response times and what a difference it makes when we have A64 staffed; it increases our staffing levels from 27 to 29 personnel.

EMERGENCY MANAGEMENT

D/C Trackwell is at Valley Regional Fire Authority participating in their Captains Assessment

FIRE MARSHAL/PREVENTION/PUBLIC EDUCATION/PUBLIC INFORMATION

D/C Olson in on vacation – his report is in your packet. PIO Kendra Kay reported on behalf of D/C Olson. Kendra Kay reported that the PIO's have been to 15 of the 22 schools presenting their program

They have seen a significant increase in the number of students as part of the fire stoppers program.

The Commons Mall has opened their doors to the fire and police departments to hold an event there, so we are looking at hosting an event in June.

The Annual Report should be done before the next Commissioners meeting.

Scout Nite is Wednesday, April 28th at 5:00 pm Station 62

TRAINING AND SAFETY

Captain Body reported that Captain Hopf has taken the lead on a Zone 3 violence video which will be sent to all of the Zone 3 Departments, he did a great job.

We were pretty successful in that 30 more firefighters have passed the Firefighter II and Haz-Mat Ops test, they will continue working with those that didn't pass.

Lt. Brewer has been busy working on fire training software – the hard part is getting all of the codes and information built in.

The Training Division has been busy putting on the Lieutenant Exam study sessions covering tactics and mapping, it is great to see the number of good candidates that will be taking the Lt.s exam this year.

HUMAN RESOURCES

Mary passed out and reviewed a summary of all the on the job injuries, this was a follow-up to the hand-out at last month's Commissioners meeting.

Mary also passed out information on a book *A Guide for Law Enforcement Officers and Their Families* written by Kevin Gilmartin, he was an excellent speaker at Northwest Leadership. Mary is working to see if he is available to come here to speak to our personnel and families.

INFORMATION TECHNOLOGY

IT Director Ganem is attending a meeting at Valley Comm.

FINANCE

CFO Lawson reported that the front office is still working on the upgrade with Best Techs, there is still some manual work being done, so he is reluctant to begin writing our own checks until there are no bugs in the upgrade process, hopefully May. His staff is working on the year end closing report for 2009 and the 2009 Audit should take place in October – November of this year. We have completed the 2008 Audit, the Auditor was satisfied with the changes

that the department did with the embezzlement. There were no audit findings.

There are still a few people that receive paper checks and his goal is to have everyone participating in direct deposit, he will be contacting those that are still receiving paper checks asking them to switch. We will be the host agency for a grant writing class for public safety at Station 26, it is a very valuable training for staff. Commissioner Freitas noted that he has some ongoing requests for CFO Lawson and Commissioner Thompson added that he has some things for the Insurance Committee to review; he suggests that we schedule an insurance committee meeting.

MARCH BUDGET

The March budget is 1.25% under budget. CFO Lawson read into the record the list of expenditures for the month of March. CFO Lawson also noted that for the month of February the three (3) Payroll Check Vouchers were included in the total twice, CFO Lawson read the February and March vouchers into record:

Mid month utility vouchers documents (100119-100129) totaling	$25,360.53
Accounts Payable Vouchers (100130-100249) totaling	$780,702.94
Payroll Direct Deposit Document for 164 individuals F021 – F331 totaling	$891,401.41
Payroll Check Voucher Document (#100184, 100199 & 100247 for 3 individuals) totaling	$1,221.27
Payroll Electronic Federal Tax Payment totaling	$173,049.97
TOTAL approval	$1,870,514.85

VOUCHERS

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

Mid month utility vouchers documents (100250-100262) totaling	$18,707.08
Accounts Payable Vouchers (100265-100376) totaling	$803,468.98
Payroll Direct Deposit Document for 163 individuals F021 – F331 totaling	$875,629.93
Payroll Check Voucher Document (#100263-100264 for 2 individuals) totaling	$380.20
Payroll Electronic Federal Tax Payment totaling	$165,570.87
TOTAL approval	$1,863,757.06

PUBLIC COMMENTS

A/C Plumlee mentioned the article in the Federal Way Mirror about us receiving the grant from PSE to replace light bulbs to help conserve energy, he added, he has received some great comments.

A/C Plumlee asked Vice Chair Fossos to please come to the front along with Chief Church. A/C Plumlee mentioned that the Federal Way Mirror Newspaper solicits input from the citizens for the Best of .....for each year. And this year Chief Church was selected as the Federal Way Mirrors Best Firefighter for 2010. There were a few pictures taken with Chief Church and the Commissioners.

Commissioner Fossos requested that we have a plaque made to present to Des Moines

Police Chief Baker, who is retiring.

The meeting adjourned at 1738.

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COMMISSIONER (CHAIR)

COMMISSIONER (VICE CHAIR)

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BOARD SECRETARY