SOUTH KING FIRE & RESCUE

Regular Board Meeting
September 27, 2011
Station 68

Commissioner Gates called the meeting to order at 1505 hours with Commissioners Rickert and Freitas in attendance. Commissioner Thompson is excused, he is unable to attend the meeting and Commissioner Fossos is stuck in traffic on I-5, he should be here shortly. Board Secretary Lauri Perry recording.

Pledge of Allegiance was led by D/C Olson.

APPROVAL OF MINUTES

Commissioner Gates asked for the approval of the minutes of the Regular Meeting on August 24, 2011. Commissioner Rickert made a Motion to approve the minutes of the August 24th Regular Board Meeting. Motion was seconded by Commissioner Freitas. Motion carried 2-1 with Commissioner Freitas voting in opposition, he would like to see more detail.

The Recognition of Thomas Jefferson High School was moved up on the agenda.

RECOGNITION – Thomas Jefferson High School Emergency Response & Health Careers Program

Chief Church read an article about Thomas Jefferson High School Emergency Response & Health Careers Program that was printed in the Federal Way Mirror; he then welcomed Monica Watchie and the students to the front of the room for their presentation. Monica added that the class teaches the students a lot of skills in Emergency Response and Health. Today they will be performing CPR on a Manikin. Chief Church then asked A/C Plumlee to please come to the front of the room. Certificates were presented to Monica Watchie, Sydney Romero, JC Livie-Brown and Tim Minzer, (Tim was unable to attend today) for their accomplishment coming home State Champions of the Skills USA Competition. A/C Plumlee spoke very highly of Monica and the program that she teaches at Thomas Jefferson and he added a few words about Project Jean. Project Jean was a program to provide cardiac defibrillators and training to each of the Federal Way Schools. Project Jean's mission provides a "memorial of lifesaving", in the name of Jean Sanson (1985-2000) who had cardiac arrest at a high school swim meet and passed away.

Commissioner Fossos arrived at 1519 hours.

COMMISSIONERS COMMENTS

Commissioner Freitas noted that he had a couple of questions/comments. He asked if there has been any Commissioner mail from the Federal Way Police Department, have we received anything addressed to the Commissioners? Chief Church replied yes. Commissioner Freitas then asked if we would receive that sooner or later? Chief Church replied that it was addressed only to the Chair. (Editor's Note: The envelope was addressed to SKCFR, Fire Commissioners Chair, Attn: Bill Gates, 31617 1st Avenue South, Federal Way, WA 98003). Commissioner Freitas added that he would like to see a copy of it. Commissioner Gates asked Commissioner Freitas what he was looking for, what are you expecting? Commissioner Freitas replied that a police report was written or some kind of a report back to the Commissioners regarding an incident recently regarding mileage, that is part of his second comment. So if there is any police reports or documentation of a complaint unfounded or founded whatever the case might be, he would like to see what the complaint is, it is critical of Commissioner Policy, he has seen a copy and he would like to see another copy as it was addressed to us, he would like to get a copy of it, if it wasn't addressed to us then I don't need another copy of it. Commissioner Gates replied that it was not addressed to him it was addressed to me. Commissioner Freitas added that he had a constituent contact him, Jerry Galland, he had a concern on the department paying mileage which isn't consistent with our policy, Commissioner Freitas indicated to Jerry that our policies were correct, he has been assured by legal counsel that they are correct and thank you very much. If he had a concern he should voice it with the department. The third question is when we get a complaint by anyone on an issue about personnel in the department how do we deal with it and do we write reports back? Chief Church replied that when we get a complaint we have a policy that we follow which reports back to the complainant, but the complaint that he believes Commissioner Freitas is referring to was not filed with us.

Commissioner Rickert noted that he attended the EMS Advisory Committee Meeting at Kent Station 73 on September 21st, as everyone is aware there are nine (9) cities with populations over 50,000 that have to approve the upcoming levy. Everyone has been appointed to EMS Taskforce except for the King County Councilmember and Bellevue Councilmember. Commissioner Rickert is representing the King County Fire Districts Commissioners Assoc. and the EMS Advisory Committee.

Commissioner Fossos stated that he attended the King County Fire Commissioners Meeting, it was productive with a great presentation and he added that EMAC is going to have some financial issues regarding Homeland Security; this will create some interesting scenarios on where they are going to cut and how they are going to implement certain training. He also had a follow-up question for Commissioner Freitas in regards to the mileage incident, is this same constituent that you are referring to Mr. Galland, the same person that is my opponent in the run for Commissioner? Commissioner Freitas replied that he believes it is, yes. Commissioner Fossos asked do you have any knowledge of his complaint, did you get a copy of the police report from somebody, Commissioner Freitas replied that Commissioner Gates has it. Commissioner Fossos asked Commissioner Freitas do you have a copy, you said that you read it? Commissioner Freitas then answered that yes he did have a copy. Commissioner Fossos then asked Commissioner Freitas where he got the copy?

Commissioner Freitas replied from Mr. Galland and the Chief (Editors note: he was referring to the Police Chief), Freitas then took back the comments as he did not get a copy from the Police Chief, Chief Wilson said he was referring it to the Fire Chief and the Board of Commissioners, (Editor's note: the envelope was addressed to: SKCFR, Fire Commissioners Chair, Attn: Bill Gates, 31617 1st Avenue South, Federal Way, WA 98003) Commissioner Fossos asked, this constituent, did you get the information from him? Commissioner Freitas replied that yes, he subsequently got a copy from him. Commissioner Freitas added that he expected to get a copy from the Chair as things addressed to the Chair should be shared with the Board; the Chair does not act for all of us, unless we authorize it, and he doesn't remember authorizing him to act for us. Commissioner Gates asked, what do you think I did? Commissioner Freitas replied you did not give a copy of the report to the rest of the Commissioners, I contacted the Board Secretary and she said there is no mail for you, (Editors note: when I was contacted by Commissioner Freitas inquiring if there was any mail for him, I replied that there was no mail but there is a flyer about Blue Mass being held @ St. Vincent's Church on October 29, 2011, for you and Commissioner Freitas asked me to leave it at the front counter so he could pick it up). Commissioner Freitas added that the Commissioners that are setting Policies should get copies of that kind of thing or do you like to act for yourself? Commissioner Gates replied that this was a complaint that was not against the fire department, we have addressed this policy on mileage at our meetings and our attorney has advised us that it is legal for the Commissioners to collect mileage. (Editor's note: the envelope that they are discussing was addressed to SKCFR, Fire Commissioners Chair, Attn: Bill Gates, 31617 1st Avenue South, Federal Way, WA 98003 and per the Commissioner Guidelines if mail is addressed to individual Commissioners it is given to the individual and not the full Board; if mail is addressed to the Board Commissioners (as a whole) it is to opened, copied and given to each of the Commissioners).

PUBLIC COMMENTS

There were no public comments.

COMMISSIONER COMMITTEE REPORTS

Commissioner Gates noted that the Policy & Procedure Committee met, Commissioner Rickert reported on behalf of the Policy & Procedure Committee, we have completed six (6) months of videotaping our regular board meetings, which was the original motion so the committee discussed the effectiveness and given that we do not have a counter to see if our citizens were in fact watching the meetings, we will discontinue the videotaping the meetings and add a comment (survey) about for 60 days to get feedback on this and then it will be reassessed. Commissioner Fossos made a Motion to stop videotaping the meetings for 60 days in accordance with the committee's recommendation. Motion was seconded by Commissioner Rickert. Motion passed 3-1 with Commissioner Freitas voting in opposition.

Commissioner Rickert noted that the Policy & Procedure Committee recommends a change in policy with recommendations from legal counsel to have one (1) public comment section on the agenda as most other public agencies have only one (1) public comment section early in the agenda. Commissioner Rickert made a Motion that the Board of Commissioners of South King Fire & Rescue approve removing the second Public Comment section from our agenda

from this meeting forward, beginning with this meeting, motion was seconded by Commissioner Fossos. Commissioner Freitas noted that it has been a tradition since before the merger; that we have allowed the second public comment, sometimes they come with things to say, sometimes they wait to hear what we have to say and then weigh in on that but often times there has been complaints that the public doesn't care, they don't get an opportunity to voice their opinion by narrowing down the number of opportunities they have, this helps defeat transparency in government. He is opposed to limiting input to the Board as it doesn't take up that much time. Commissioner Gates added that he sees value in having the public comments at the beginning of the meeting, because if questions are asked it gives staff a chance to answer the question before the meeting is adjourned and it doesn't do a lot of good at the end of the meeting because sometimes they (the public) have to wait a while to get our response and we are in the minority no other public agency in our community has two (2) public comments, not Lakehaven, School District or the City of Federal Way. Commissioner Rickert asked for Legal Counsel's opinion on this topic, Joe added that this is not a matter of law but policy. The law doesn't require public comment and we are the only place that he is aware of that has two (2) public comments on the agenda, typically public comments are held earlier in the meeting for the same reasons that were mentioned by Commissioner Gates and to hear what is on the public's mind. Commissioner Fossos noted that he supports this change and former District 26 had one (1) public comment it seemed efficient and this is what other agencies have. Motion passed 3-1 with Commissioner Freitas voting in opposition.

Commissioner Rickert reported that the Policy & Procedure Committee also reviewed sections 14.2.1, 14.2.2, 15.2.1 and section 16 of the Commissioner Guidelines and they recommend the changes that have been highlighted in yellow, which are in your packet. Commissioner Rickert made a motion that the Board of Commissioners of South King Fire & Rescue approve the changes made to sections 14.2.1, 14.2.2, 15.2.1 and section 16 as highlighted in yellow in your packet. Motion was seconded by Commissioner Fossos. Motion passed 3-1 with Commissioner Freitas voting in opposition.

ADOPTION OF NEW PROMOTIONAL PROCESS

Chief Church noted that A/C Plumlee, President Herrera, Captain Body and others have been working on a new promotional process, this has been part of our Strategic Leadership Plan for a number of years, and this is a better process and it saves money. A/C Plumlee complemented Captain Body for being the Chairperson of the committee; they believe this is a great plan that will pick the best company officer. President Herrera added that the process picks the best officer and it saves money. The committee looked at what several other departments are doing for their promotional process and we felt we could do a better job by doing it in house, as an outside evaluator doesn't know our work. Our personnel have requested that a peer review process be added to the process, which we have done. Captain Body did a great job as the Chairperson, he kept everyone on task. Captain Body added that this encourages succession training and education process, for key roles as the company officer. The model is the way we want everyone to be. Commissioner Gates noted that the process took a number of months, thank you this looks like a great process. Commissioner Fossos added that he was the Civil Service Commissioner for the Police & Fire, which

represented over 2,000 members for the City of Seattle, they had a promotional process that they wanted to change for 40 years and you (SKFR) were able to accomplish what they wanted to do, he applauds everyone that worked on this process. Commissioner Freitas asked 2 questions to Chief Church in regards to this amendment, who wanted to open the contract for this or was it mutual, it was mutual, both sides wanted to open the contract. Chief Church replied yes. Commissioner Freitas then asked if this is a yes or no vote by the Commissioners? Chief Church replied that is correct. Commissioner Freitas then asked if the Union has ratified this vote? Chief Church replied that is correct. Commissioner Rickert noted that this has been a part of the Strategic Leadership Plan for a number of years and it is always great when Labor & Management can come together with a plan. He thanked both for working on this the Local and Management. Commissioner Fossos made a Motion to approve the promotional process as presented by the Chief; Motion was seconded by Commissioner Rickert. Motion passed unanimously.

ADMINISTRATIVE TEAM REPORT

Chief Church reported on the following items:

- He asked the Olson's to please come forward; Chief had a letter from FEMA that he read into record recognizing D/C Gordon Olson for his participation in the Executive Fire Officer Program. Chief Church then read the certificate into record. D/C Olson thanked the department for their support getting him into the program and his wife Kathi for all those long nights that he was studying and doing research. It is a great program put on by the National Fire Academy.
- Congratulations to Jeff Hamel & A-shift & to Joe Ganem & Megabites, they took 1st and 3rd place at the Chili Cook-Off.
- He requested that B/C Bob Stinnett please come forward; Chief added that he and Bob go way back to 1976, Bob will be retiring October 1st, he is personally going to miss Bob, he is a true leader and a friend.
- Reminder Saturday evening is the Advancing Leadership Alumni Spaghetti Feed, we will be raising funds for the Advancing Leadership Program here in Federal Way, and several of you have agreed to be waiters, please be at the Aquatic Center by 4:00 pm. This should be a great evening.

SEPTEMBER BUDGET

CFO Lawson reported that we are about 2.93% under budget year to date.

Commissioner Freitas asked is this percentage for the overall budget, CFO Lawson replied that this is for the budget items, remember there are some unbudgeted items that weren't planned for and some capital items.

Commissioner Freitas asked about radio training, do we have the new radios yet and are we doing any radio training or are the radios stuck in the shop someplace? A/C Plumlee noted that we met with King County Radio Staff today and the radios will be programmed by the 4th of October with training to begin as soon as we get the radios and they will be ready to deploy to all crews the first week of November to fulfill the requirements of the grant. Commissioner

Freitas added he would like a report on the new vs old radios and how we are a better department with them.

CFO Lawson read into the record the list of expenditures for the month of September.

Mid-Month Utility Warrants (102334-102346) totaling	$18,769.83
Accounts Payable Warrants (102347-102439) totaling	$644,818.08
Payroll Direct Deposit Document for 152 indiv. DD003202-003353 totaling	$837,528.66
Payroll Warrants (#100062 -100064 for 3 individuals)	$1,818.01
Payroll Electronic Federal Tax Payment totaling	$173,863.92
TOTAL approval	$1,676.798.50

Meeting adjourned at 1600 hours.

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COMMISSIONER (CHAIR)

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COMMISSIONER (VICE CHAIR)

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BOARD SECRETARY