SOUTH KING FIRE & RESCUE

Regular Board Meeting
October 25, 2011
Station 68

Commissioner Gates called the meeting to order at 1500 hours with Commissioners Fossos, Rickert and Freitas in attendance. Commissioner Thompson called he may be a couple minutes late. Board Secretary Lauri Perry recording.

Pledge of Allegiance was led by Commissioner Rickert.

APPROVAL OF MINUTES

Commissioner Gates asked for the approval of the minutes of the Regular Meeting on September 27, 2011. Commissioner Fossos made a Motion to approve the minutes of the September 27th Regular Board Meeting. Motion was seconded by Commissioner Rickert. Motion carried 3-1 with Commissioner Freitas voting in opposition, Commissioner Gates inquired why he was voting in opposition and he prefers not to discuss this in an opening public meeting. Commissioner Gates asked for the approval of the minutes of the Special Meeting on October 4, 2011. Commissioner Fossos made a Motion to approve the minutes of the October 4, 2011 Special Meeting. Motion was seconded by Commissioner Rickert. Commissioner Freitas asked Commissioner Gates a question about his comment at the October 4th Special Meeting in regards to limit Public Comments to special session material is that correct, Commissioner Gates replied yes, Commissioner Freitas added that he needs his memory refreshed, public comments were designed to be public comments about anything, he wasn't aware that we had limited public comments to the subject matter of the meeting. Commissiner Gates replied that, the comments are limited at a Special Meeting and it states such in our Commissioner Guidelines. Motion carried unanimously. Commissioner Gates asked for the approval of the minutes of the Special Meeting/ Public Hearing on October 13, 2011. Commissioner Rickert made a Motion to approve the minutes of the October 13, 2011 Special Meeting/Public Hearing. Motion was seconded by Commissioner Fossos. Motion carried unanimously.

COMMISSIONERS COMMENTS

Commissioner Fossos had no comments.

Commissioner Rickert had no comments.

Commissioner Freitas had no comments.

Commissioner Gates had no comments.

PUBLIC COMMENTS

There were no public comments.

COMMISSIONER COMMITTEE REPORTS

Commissioner Gates noted that the Budget, Finance & Audit Committee met and the meeting notes are in your packet. He added that we had the Exit Conference with the State Auditor we are pleased this Audit marks the 10th consecutive year that there have been no findings. While the Auditors were here they also investigated a number of Citizen Hotline Complaints, they were reviewed and found to be totally unsubstantiated, the Auditors ensured that we are operating and following the BARS and RCW. The Committee also reviewed Resolutions #476, #477 & #478.

RESOLUTION #476 ADOPTING A BUDGET FOR 2012

Chief Church read Resolution #476 into record.

Commissioner Thompson arrived at 1507 hours.

Commissioner Rickert made a Motion that the Board of Fire Commissioners of South King Fire & Rescue approves Resolution #476. Motion was seconded by Commissioner Fossos. Motion passed 4-1 with Commissioner Freitas voted in opposition due to problematic timing and options that were given to us, in the budget process. We have a year to develop the budget and work with it, a lot of work went into the budget but we should still be able to get to a bottom line on the budget a little bit easier or quicker than relying on budget amendments in future years. That appears to be the process that we follow and budget amendments to make things better. He would hope that our choices would be a little bit clearer.

RESOLUTION #477 ADOPTING PROPERTY TAXES TO BE COLLECTED IN 2012

Chief Church read Resolution #477 into record. Commissioner Freitas made a Motion to approve. Motion was seconded by Commissioner Rickert. Motion passed unanimously.

RESOLUTION #478 ESTABLISHING RETENTION PERIOD FOR CHECKS ELECTRONICALLY DEPOSITED

Chief Church read Resolution #478 into record. Commissioner Rickert made a Motion that the Board of Commissioners of South King Fire & Rescue approves Resolution #478 establishing the retention period for checks electronically deposited. Motion was seconded by Commissioner Fossos. Commissioner Freitas asked CFO Lawson to explain the process. CFO Lawson explained the process, that we will be electronically depositing checks, which gets the funds in the bank quicker and saves staff time in driving to the bank to make the deposits. Motion carried unanimously.

Commissioner Freitas noted that he had a question on the Budget, Finance & Audit notes. Under #1 third down, 'it is unfortunate that time and resources were spent investigating these complaints when they could have been auditing other areas'. The question why is it unfortunate that we spent time and resources having the Auditor investigate these, are we not an open department, Commissioner Gates noted that, the Auditors spent time looking into the complaints when they could have been auditing other areas of the department.

ADMINISTRATIVE TEAM REPORT

Chief Church reported on the following items:

- Thanked the Board members that participated as waiters at the Advancing Leadership Spaghetti Feed. Advancing Leadership set a goal of raising $10,000 and they exceeded the goal, they actually rose over $12,000.
- Frankie at the WFC Office is retiring effective next Monday. They are looking for a replacement; we have forwarded the opportunity on to our employees that were recently laid off.
- Mike Brown will be speaking for Chief at the WFCA Conference, there is too much going on here for him to attend the conference.
- Today he was unable to attend EMS Taskforce Levy Meeting, but A/C Plumlee & Commissioner Rickert were there. Commissioner Rickert noted that the meeting today was a kick-off meeting with an overview of the system and how it works. Chief Church added that Commissiner Rickert will be representing the King County Fire Commissioners and Councilmember Kochmar will be representing the City of Federal Way. There is a lot of work ahead of them prior to the election of November 2013.

OCTOBER BUDGET

CFO Lawson reported that we are about 2.14% under budget year to date. He read into the record the list of expenditures for the month of October.

Mid-Month Utility Warrants (102440-102453) totaling	$29,467.64
Accounts Payable Warrants (102454-102541) totaling	$582,478.54
Payroll Direct Deposit Document for 151 indiv. DD003354-003504 totaling	$969,524.75
Payroll Warrants (#100065 -100065 for 1 individuals)	$294.38
Payroll Electronic Federal Tax Payment totaling	$218,379.97
TOTAL approval	$1,800,145.28

Commissioner Gates asked D/C Knorr to give a brief report on the response times. D/C Knorr noted that he received the first 6 months (January – June of 2011) of raw data in late September and he analyzed it in early October. It showed an upward trend, there was approx 86 days which A 64 was staffed. There were some mall increases in individual call response times, mostly travel time (difference between leaving the station and arriving at the scene) the largest specific time change noted was travel time to a full response to scene of fire. We would like to see more numbers for full response fire. We didn't have very many of these calls in the first 6 months of the year, but as the year goes on we will see more of an adverse effect with loosing A64. We did see a small increase in aid calls with A64 out of service. The main increase is that other stations will have to cover calls. For instance A62 will have to go into 64's area to cover a call so we have less concentration with fewer units on the street.

D/C Knorr added that our former Fleet Mechanic Jason Fent has been hired by Pierce Manufacturing Service Center in Puyallup. We are very happy that he was hired so quickly.

Meeting adjourned at 1530 hours.

_____ COMMISSIONER (CHAIR)

_____ COMMISSIONER (VICE CHAIR)

_____ COMMISSIONER

_____ COMMISSIONER

_____ COMMISSIONER

_____ BOARD SECRETARY

SOUTH KING FIRE & RESCUE IS AN EQUAL OPPORTUNITY EMPLOYER