SOUTH KING FIRE & RESCUE
July 28, 2020
Virtual Meeting per Governor Inslee's Proclamation
Station 68

Commissioner Gates called the regular meeting to order at 1700 hours with Commissioners Rickert, Fuller, Berger and Thompson in attendance via the virtual meeting. Board Secretary Lauri Perry recording.

The Pledge of Allegiance was led by AC Mataftin.

APPROVAL OF MINUTES
Commissioner Gates asked for the approval of the Regular Meeting Minutes of June 23, 2020. Commissioner Berger made a motion. Motion was seconded by Commissioner Thompson. Motion passed unanimously.

COMMISSIONER COMMENTS
Commissioner Berger thanked Chief Pennington and Executive Director Ganem for making the educational presentation on Proposition One to the Federal Way Rotary via the zoom meeting, there was about a dozen people on the call.

Commissioner Thompson reported that he has been participating on online conference calls with King County EMS/Public Health, City of Federal Way Emergency Management.

Commissioner Fuller stated that he has also been participating in the COVID-19 conference calls with King County EMS and the City of Federal Way Emergency Management.

Commissioner Rickert had no comments.

Commissioner Gates thanked everyone that worked on the recent newsletter, it was very nicely done and the introduction for Commissioner Berger and the thank you for Commissioner Fossos was very well done. He virtually presented a 45 year service pin to Chief Pennington.

Chief Pennington virtually presented a 20 year service pin to Executive Director Joe Ganem and a 20 year pin to Commissioner Thompson.

PUBLIC COMMENTS
Commissioner Gates noted that due to COVID-19 and the virtual meeting all public comments were to be submitted in writing prior to 5:00 pm today, we have not received any public comments at this time.

COMMISSIONER COMMITTEE REPORTS
Commissioner Gates reported that there were no committee reports.

ADMINISTRATIVE TEAM REPORT

OPERATIONS – AC Crossen

AC Crossen reported that Operations is seeing an increase in COVID calls. Our hazmat team responded to a chlorine spill at Wild Waves. He is working on the 2021 budget and our insurance rewrite with the Washington Survey and Rating Bureau which is scheduled for September. So far we haven't had any big brush fires, people are on vacation and there have been a few chief retirements in Zone 3.

BOND – EMERGENCY MANAGEMENT – AC Mataftin

AC Mataftin stated that we recently took delivery of Hydrogen Peroxide, which was ordered some time ago. Our hazmat team is working to get online training from the manufacturer on the correct mixture. We are one of a few fire departments that have this product.

The EOC at Station 67 with the City of Des Moines has extra security enhancements. Right now the EOC is idle, but we can power it up if it is needed. AC Mataftin has a meeting with Medic One next week in regards to their EOC, which is just a few rooms away from the other EOC at Station 67. He recently reached out to Ray Gross, Emergency Manager at the City of Federal Way, their EOC is not active at the present time however it could be reactivated very quickly.

Commissioner Thompson inquired about how much PPE inventory we had in stock, AC Chaney mentioned that we have received 10,000 masks, 12,000 gowns and 16,000 glasses and this is in addition to what is coming in from our normal suppliers.

AC Mataftin added that the construction/remodel project at Station 65 has been put on hold indefinitely, it just didn't pencil out once COVID started. This project won't be started up until we know that we have a vaccine that works. The shop at Station 60 is nearing completion, they are currently going through completing the punch list items, the electrical was approved there is a fire sprinkler inspection scheduled for next week. We are anticipating that Fleet will be able to start moving in mid-August they have already started moving the heavy stuff. The other building which is for Logistics and Facilities, the bid package should be ready very soon.

FMO – CAO – AC Goodsell

AC Goodsell reported that we are seeing an increase in the COVID positive patients, we are about back to the peak levels that we saw in April. We have seen 92 positive patients, we haven't had any exposures since we changed our response to wearing PPE resulting in no staff being quarantined.

FMO has been working on new construction inspections and Lt. Holland is still helping out in Operations.

Captain Chaney reported on behalf of CAO, they have recently created an educational video in regards to COVID, including the number of patients that we have seen and the amount of PPE that we have used. They also created an educational video for the Maintenance & Operations Levy (M&O), it has been viewed by about 40,000 people.

FLEET & FACILITIES – AC Chaney

AC Chaney reported that the lift is being installed at Station 60 and they are working on the oil and air installation. There is 72 pallets of PPE at Station 60, that doesn't leave much room to walk around, Zone 1 will be picking up their allotment this week.

Facilities has been upgrading the lights at Station 64, to LED lights, after someone put a regular bulb in a LED light fixture and caused a small fire. They have also been working on the mobile home at Station 66 they have painted it, put new trim on and sealed it up and replaced the hot water heater at Station 62 and carbon monoxide detectors at Station 66 needs replaced.

AC Chaney is also working on the 2021 budget and his research paper for the National Fire Academy.

INFORMATION SYSTEMS

Chief Pennington reported on behalf of IT Director Mitchell Lee, IT has been working on SharePoint and other IT related upgrades.

HUMAN RESOURCES

HR Manager Mary Stevens reported that the promotional exams for Lieutenant, Captain and Battalion Chief have been delayed until September due to COVID. Unfortunately, the Lions Car Show has been cancelled this year due to COVID, they are looking at other online options to raise funds.

BUSINESS OPERATIONS

Executive Director Ganem appreciated all of the great comments about the newsletter, however it is a team effort. He thanked everyone that helped with the newsletter especially the Federal Way Mirror, we were running a little behind schedule however the FW Mirror went above and beyond to help get it out, he really appreciates all if their efforts.

We submitted for a grant reimbursement back in May and staff is looking at another grant to apply for, it has $130,000 max reimbursement. Our efforts continue to recoup funds related to COVID expenses.

We have expensed about 91% of the Bond dollars, we have just under $2M left.

He has sent emails out to the Auditor to see the status of when they anticipate doing our Audit, it is normally in September – October, more to come on this.

In the next couple of weeks we will ramp up the 2021 budget process.

Keep your fingers crossed that the Maintenance & Operations Levy passes next week.

Chief Pennington

Chief Pennington mentioned that the M&O and newsletter. Lots of people had their hand in it, we hope it is successful, he added that August 4th is a very important date.

In regards to our Washington Survey & Rating Bureau re-rate AC Crossen is taking the lead, they will do a site visit in September.

There will be a new training chief, since DC Carson is rotating out of training and back to operations at PSRFA.

A few months ago we were told that we had been approved for a $750,000 grant through the State for a boat, then came COVID and everyone's budgets got stretched to the limit so we weren't really sure we were still going to receive the grant or not. We are very pleased to announce that we have received the official letter from the Department of Commerce that we have been approved to receive $750,000. AC Mataftin has been working on the timeline, we are very thankful for all of the support that we received from the 30th and 33rd Legislative Districts.

Commissioner Gates added that in regards to the WSRB we received our Class 2 rating in 2005 we were the first and only fire district in the State to receive this remarkable rating.

JULY BUDGET

Business Operations Executive Director Ganem read into record the list of expenditures for the month of July.

Mid-Month Utility Warrants (114326-114343) totaling	$367,534.66
Accounts Payable Warrants (114344114411) totaling	$949,197.39
Payroll Direct Deposit Document for 184 indiv. DD021278--021461 totaling	$1,180,519.89
Payroll Warrant for 0 individual #	$0
Payroll Electronic Federal Tax Payment totaling	$253,581.63
Medical Claims Processed as of July 21, 2020	$258,954.61
TOTAL approval	$3,009,788.18

He added that we are at 58.50% for the year, or .17% over budget.

APPROVAL OF VOUCHERS

Commissioner Gates noted that since this is a virtual meeting and the Board will not be signing the vouchers tonight, he requested a Motion and a second to approve the vouchers. Commissioner Thompson made a Motion to approve the vouchers for July. Motion was seconded by Commissioner Rickert. Motion passed unanimously.

Commissioner Thompson reported that a few months back the King County Commissioners Executive Board voted to support, a fireworks change Ordinance in King County. He added that he sent a letter today to the King County Council on behalf of the KC Commissioners Association in regards to the use of fireworks, ordinance 2020-0109 and proposed that they ban fireworks in King County and change the violations to be a $1,000 fine for the first offense, $2,000 fine for the second offense and $3,000 fine for the third violation and more if it causes and injury, death and destruction of property suggested a charge of gross misdemeanor instead of a misdemeanor for repeat violations the suggestion it to escalate the charge to reckless endangerment. Commissioner Thompson added that he will be sending letters to other fire departments asking for their support and to send a letter to the King County Council. It's a long process if we want to get something passed through the King County Council, it won't take effect until January 2022.

Meeting adjourned at 1803 hours.

COMMISSIONER (CHAIR)

COMMISSIONER (VICE CHAIR)

COMMISSIONER

COMMISSIONER

COMMISSIONER

BOARD SECRETARY

SOUTH KING FIRE & RESCUE IS AN EQUAL OPPORTUNITY EMPLOYER