SOUTH KING FIRE AND RESCUE
REGULAR MEETING
BOARD OF FIRE COMMISSIONERS
November 24, 2020
Virtual Meeting Via Conference Call Only
5:00 PM
AGENDA

1. Call to Order

2. Pledge of Allegiance

3. Approval of Minutes from the Regular Meeting on October 27, 2020.

4. Commissioners Comments

5. Public Comments – *To Reduce the Risk of Exposure Due to COVID-19* we will not be accepting in-person, verbal comments during this meeting. Alternatively, during the regular order of business, those wishing to provide comment will need to send an email to (lauri.perry@southkingfire.org) or provide it in written format. The deadline for comments is 3:00 pm on November 24, 2020, the comments will be forwarded to the Board of Commissioners and will be attached to the minutes.

6. Commissioner Committee Reports

7. Resolution 585 – Misc. Fleet Surplus Items

8. Resolution 586 – Reappoint Lauri Perry Board Secretary

9. Administrative Team Report

10. November Budget

11. Approval of Vouchers

12. Adjournment

We will respect each other and their opinion, and we will hold each member accountable to confront inappropriate behavior, or behavior that does not add value.

The Board of Fire Commissioners may add items and take action on items not listed on the agenda.

SOUTH KING FIRE & RESCUE
October 27, 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 Commissioner Berger.

APPROVAL OF MINUTES
Commissioner Gates noted that last month we approved the August minutes, however there was some confusion as to who made the Motion and who seconded it so we will be approving these minutes again this month. Commissioner Gates asked for the approval of the Regular Meeting Minutes of August 25, 2020. Commissioner Thompson made a Motion to approve the August 2020 Regular Meeting Minutes. Motion was seconded by Commissioner Berger. Motion passed unanimously.

Commissioner Gates asked for the approval of the Regular Meeting Minutes on September 24, 2020. Commissioner Rickert made a Motion to approve the September 24th minutes. Motion was seconded by Commissioner Fuller. Motion passed unanimously.

Commissioner Gates asked for the approval of the Special Meeting/Public Hearing minutes on October 13, 2020. Commissioner Berger made a Motion to approve. Motion was seconded by Commissioner Fuller. Motion passed unanimously.

COMMISSIONER COMMENTS
Commissioner Fuller has seen the video of Station 60, that was posted to Nextdoor, he added that there were some nice pictures it was well done.

Commissioner Berger had no comments.

Commissioner Rickert had no comments.

Commissioner Thompson had no comments.

Commissioner Gates had no comments.

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 3:00 pm today, we have not received any written public comments at this time. Commissioner Gates also asked if anyone would like to make any comments about the 2021 budget.

COMMISSIONER COMMITTEE REPORTS
Commissioner Gates wasn't aware of any committee meetings.

RESOLUTION 581 – AUTHORIZING THE SALE OF A SURPLUS VEHICLE
Chief Pennington read Resolution 581 into record. Commissioner Rickert made a Motion to approve Resolution 581. Motion was seconded by Commissioner Berger. Motion passed unanimously.

RESOLUTION 582 – AUTHORIZING THE SALE OF SURPLUS EQUIPMENT
Chief Pennington read Resolution 582 into record. Commissioner Thompson made a Motion to approve Resolution 582. Motion was seconded by Commissioner Rickert. Motion passed unanimously.

RESOLUTION 583 – ADOPTING THE 2021 BUDGET
Chief Pennington read Resolution 583 into record. Commissioner Fuller made a motion to approve Resolution 583. Motion was seconded by Commissioner Thompson. Commissioner Fuller asked if there had been any changes since the budget presentation. Executive Director of Business Operations Ganem added that there were a handful of changes made after the budget presentation, King County sent updated AV numbers and a few changes that Commissioners had asked for, renaming unincorporated King County, renaming Commissioners compensation, added some money into CERT these changes were sent to the Finance & Audit committee before we finalized the budget. Commissioner Berger asked for an explanation on the RCW related to the .25 outside of the $5.90, which is on page 2, paragraph 3. Legal Counsel Quinn responded that he recommends all of his clients add this into their resolution it help protect the District from prorationing. It provides an additional .25 protection above the $5.90. Commissioner Thompson asked if we have received any updated numbers in the assessed value. Executive Director Ganem noted that yes, we received an update yesterday and they have dropped 2/10 %. Commissioner Rickert asked if these are our final assessed value numbers from King County or could they change again. Executive Director Ganem noted that our final AV numbers could be received around the end of November or later. Motion passed unanimously.

RESOLUTION 584 – ADOPTING PROPERTY TAX COLLECTION FOR 2021
Chief Pennington read Resolution 584 into record. Commissioner Thompson made a Motion to approve Resolution 584. Motion was seconded by Commissioner Rickert. Motion passed unanimously.

Commissioner Gates added that in your packet was a list of proposed meeting dates for 2021. These dates will be approved at the December meeting.

ADMINISTRATIVE TEAM REPORT
OPERATIONS – AC Crossen
AC Crossen noted that we are working on planning for 2021, he and the Battalion Chiefs worked on where everyone will be stationed for 2021. We are also starting to work on the Academy plan, we will have another group attending the Academy in February. The hiring process has started. He has had discussions with the Zone 3 Ops Chiefs in regards to COVID, elections and the unique times we are in. There was a small demonstration in Bellevue recently, the Zone 3 Ops Chiefs have discussed this and we have plans in place if demonstrations take place in out jurisdictions. Commissioner Fuller asked how many candidates we have for the Academy. AC Crossen noted that we have six (6) names left on our existing hiring list. We are in the process of deciding how many we will hire.

SPECIAL OPERATIONS – BOND – EMERGENCY MANAGEMENT – AC Mataftin

AC Mataftin reported that Fleet is moving into the new Fleet Shop at Station 60, everything looks fantastic. The contractors got started yesterday on the remodel of Bldg. 2, the demo process is well underway. Commissioner Gates asked where we are in regards to the remodel on Station 65 and did the Contractor honor his bid. AC Mataftin noted that during his last communication with the Contractor about a week and a half ago, about half (1/2) of the sub-contractors didn't want to honor their original bid. AC Mataftin will reach back out to the Contractor to see what the status is, we may have to go back out to bid.

FMO – CAO – AC Goodsell

AC Goodsell provided an update our CARES team has received 80 referrals, 26 new patients' enrollments and completed 30 patient enrollments. The team recently succeeded in closing a challenging case, this patient has called 911 – 19 times over the last 12 months, most of the calls were non emergent this person has transitioned into an adult family home to receive the care that they need.

On health and safety - Lt. Willett is leading the COVID testing site at the Aquatic Center. We have received some excellent reviews. We are seeing 11% of those tested are testing positive.

FMO has been busy with three (3) large projects that are nearing completion. In Des Moines, we have one (1) large project, the Wesley they recently opened their new building and they will be demoing the old building. In Federal Way we have two (2) large projects; the senior housing by the mall, which is 6 stories and about 200 units and HNN campus by Station 64. Commissioner Rickert asked how many people on average have gone through the COVID testing site. AC Goodsell didn't have the numbers in front of him, he added that they have tested a number of individuals, however they are definitely not up to capacity. Commissioner Rickert added that he doesn't think people are aware of the testing location and do they have to experience any symptoms before they can be tested. Commissioner Berger inquired about St. Francis Hospital and how are they doing in order to handle COVID patients. AC Goodsell noted that he is part of a conference call with King County EMS that takes place twice a week the hospitals are doing fine and they have capacity.

CAO – Captain Chaney noted that we just completed Operation Warm at two (2) elementary schools in Federal Way. We were able to provide the largest number of coats this year due to the partnership with Local 2024, South King Fire & Rescues Aid Fund and South King Fire Firefighters Foundation. We did receive some extra requests this year from families that have more siblings. We provided 220 coats and 138 smoke alarms. This weekend we have truck and treat drive through event at Celebration Park, we will be passing out candy.

FLEET & FACILITIES

Chief Pennington noted that AC Chaney is on vacation.

INFORMATION SYSTEMS

IT Manager Lee reported that staff has been working on IT equipment at Station 60, getting things up and running. We are starting to wind down the Sharepoint project, they are in the testing phase, should go live in December. We are working on overhauling our website with one that is easier for the public to find things. They will be working on a project to streamline approval of invoices as we move to a paperless process.

HUMAN RESOURCES

HR Manager Mary Stevens is working with EBMS to finalize our 2021 medical plan renewal and holding open enrollments. With the promotional tests behind us, the lists will be posted on November 7th. Tomorrow is our annual free flu shot clinic at Station 62 from 0900 – 1400 hours everyone will need to wear face coverings.

BUSINESS OPERATIONS

Executive Director Ganem thanked everybody for their feedback and input during the budget process, there is a lot of work that goes into revamping the budget and the analysis. The Board provided lots of feedback and great comments. The audit has started about a week or so ago, they are honing in on the focus areas. As soon as budget work is wrapped up we will be looking at our revenue and seeing what impact COVID has on property tax collection. He will have a better idea in the next 7-10 days how we are trending property tax wise, more to come.

Chief Pennington

Chief Pennington mentioned that we had a Joint Labor Management meeting, that a few of you attended there are a few things that we are working on, as AC Crossen mentioned we have a few MOUs. He attended a couple of meetings with the King County Fire Chiefs we discussed KC EMS, last week there was a Diversity Workshop, we talked about a lot of different things. He is meeting with the King County Chiefs Executive Board tomorrow to discuss the USAR Task Force 1 Policy on how vacancies are filled. The King County Officers reviewed the King County Operational Policies that needed to be updated. Chief Pennington thanked AC Crossen for his time serving as the Zone 3 Ops Chief Chair, he has one more meeting left...Chief Pennington added that we had a Board meeting at the Consortium there is a new Training Chief. The Academy is scheduled to have about 50 recruits, been working on stuff for this, Station 68 will be utilized quite a bit more. Still working on WSRB rerate, we should have a pretty good idea where we are by the end of the year.

In regards to the question that Commissioner Fuller asked about accreditation during the budget process. We will be researching accreditation in 2021, what is involved, we will reach out to agencies that are accredited. Accreditation it is an aggressive look at how we are doing business making sure we have policies and practices all in line and technical standards. We will have a report later next year and let you know whether we should move that direction as an organization or not.

We are working on a new hiring process with our zone partners, we hit a glitch with COVID, but more to come.

We had a number of staff that participated in the recent wildland fires in Oregon, Chief Pennington thanked them for their dedication and spending time away from their families.

In regards to the 2021 budget Chief Pennington thanked the Board for the support that they have given staff, there was a tremendous amount of work done by a lot of people for the budget to come together.

OCTOBER BUDGET

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

Mid-Month Utility Warrants (114616-114640) totaling	$75,838.98
Accounts Payable Warrants (114641-114713) totaling	$822,252.40
Payroll Direct Deposit Document for 181 indiv. DD021831--022011 totaling	$1,262,535.09
Payroll Warrant for 0 individual #	$0
Payroll Electronic Federal Tax Payment totaling	$286,524.51
Medical Claims as of October 20, 2020	$168,088.87
TOTAL approval	$2,615,239.85

He added that we are at 1.67% under 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 October vouchers. Motion was seconded by Commissioner Berger. Motion passed unanimously.

EXECUTIVE SESSION

Commissioner Gates noted that the meeting was going to recess for 5 minutes and then go into Executive Session for approximately 20 minutes per RCW 42.30.110 (1) (c) To consider the minimum price at which real estate will be offered for sale. Once we come back into the regular meeting, it is possible that action will be taken. We will leave the regular meeting open and the Board will be joining a separate meeting for Executive Session, the following people will be attending Executive Session; the Commissioners, Joe and Eric Quinn, Chief Pennington, AC Mataftin and Executive Director Ganem, at 1807 hours.

At 1831 hours it was announced that Executive Session will be extended an additional 15 minutes until 1845.

At 1845 hours it was announced that Executive Session will be extended an additional 15 minutes until 1900 hours.

At 1901 hours the Regular meeting reconvened.

Meeting adjourned at 1903 hours.

COMMISSIONER (CHAIR)

COMMISSIONER (VICE CHAIR)

COMMISSIONER

COMMISSIONER

COMMISSIONER

BOARD SECRETARY

SOUTH KING FIRE & RESCUE IS AN EQUAL OPPORTUNITY EMPLOYER

SOUTH KING FIRE & RESCUE

KING COUNTY, WASHINGTON

RESOLUTION NO. 585

A RESOLUTION of the Board of Fire Commissioners of South King Fire & Rescue (aka KCFPD #39), King County, Washington, Authorizing the Sale of Surplus Departmental Equipment

WHEREAS, it has been determined that it is in the best interest of South King Fire & Rescue to declare the following equipment surplus:

- (1) Pallet of miscellaneous outdated tools (exhibit A)
- (1) Pallet of miscellaneous obsolete electrical components (exhibit B)
- (2) pallets of miscellaneous obsolete parts and emergency equipment (exhibit C)
- Miscellaneous used, damaged or obsolete tires and wheels

WHEREAS, the equipment listed is outdated and no longer of serviceable use to South King Fire & Rescue;

NOW, THEREFORE, BE IT RESOLVED that the Board of Fire Commissioners hereby authorizes the South King Fire & Rescue Fire Chief, and/or his designee, to surplus the above listed equipment and proceed with sale or disposal per department policy.

ADOPTED by the Board of Fire Commissioners of South King Fire & Rescue, King County, Washington, at a regular meeting this 24th day of November 2020, with the following Commissioners being present and voting.

_____ CHAIR/COMMISSIONER

_____ VICE CHAIR/COMMISSIONER

_____ COMMISSIONER

_____ COMMISSIONER

_____ COMMISSIONER

ATTEST:

_____ Secretary

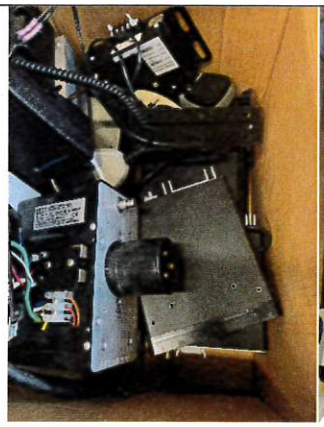
Exhibit A



Exhibit B



Exhibit C







SOUTH KING FIRE & RESCUE

KING COUNTY, WASHINGTON

RESOLUTION NO. 586

A Resolution of the Board of Commissioners of South King Fire & Rescue Authorizing the Reappointment of Secretary to the Board

WHEREAS, Resolution #499 dated 20th day of November 2014, which authorized the reappointment of Lauri Perry to the position of Secretary to the Board of Commissioners of South King Fire & Rescue for six (6) years has expired; and

WHEREAS, RCW 52.14.080 states that the fire commissioners shall appoint a secretary for such term as they shall by resolution determine;

NOW, THEREFORE, BE IT RESOLVED that Lauri Perry is hereby reappointed to the position of Secretary to the Board of Commissioners of South King Fire & Rescue for a term of six (6) years, this will be her third term.

ADOPTED at a regular meeting of the Board of Fire Commissioners of South King Fire & Rescue this 24th day of November 2020, with the following Commissioners being present and voting.

_____
CHAIRMAN/COMMISSIONER

_____
VICE CHAIR/COMMISSIONER

_____
COMMISSIONER

_____
COMMISSIONER

_____
COMMISSIONER

ATTEST:

_____
Board Secretary