SOUTH KING FIRE AND RESCUE
BOARD OF FIRE COMMISSIONERS MEETING
April 26, 2022
Station 68 and Virtual Meeting
5:00 PM
AGENDA

1. Call to Order

2. Pledge of Allegiance

3. Approval of the Minutes from the Regular Meeting on March 24, 2022, Minutes from the Special Meeting on April 14, 2022 and Minutes from the Special Meeting on April 18, 2022.

4. Commissioners Comments

5. Public Comments – Please state your name and address for the record (please limit comments to 3 minutes or less)

   Individuals addressing the Board, who are not specifically scheduled on the agenda, will be requested to give their name and address for the record, and should limit their remarks to three (3) minutes. All remarks will be addressed to the Board as a whole.

   Decorum and respect of others and others' opinions is of utmost importance in the conducting of public business in a public meeting forum. Breach of decorum and/or disrespect of anyone in this public meeting will not be tolerated. Should there be a lack of decorum by those in attendance they will be asked to leave these proceedings. If the lack of decorum disrupts the meeting or distracts participants from the public meeting process, the meeting shall be immediately recessed by the Chairman until decorum is restored as provided by the Open Public Meetings Act, RCW 42.30.050 and SKFR Commissioner Guidelines.

   The Chair has the authority to preserve order at all meetings of the Board, to recess the meeting and/or to cause the removal of any individual from any meeting for disorderly conduct and to enforce the Rules of the Board.

6. Commissioner Committee Reports

7. Administrative Team Report

8. April Budget

9. Approval of Vouchers

10. 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
March 24, 2022
Station 68 and Virtual

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

The Pledge of Allegiance was led by AC Goodsell.

APPROVAL OF MINUTES

Commissioner Gates asked for approval of the Regular Meeting Minutes from the February 24, 2022 meeting. Commissioner Thompson moved approval of the minutes from our February 24, 2022 meeting. Motion was seconded by Commissioner Fuller. Motion carried unanimously.

COMMISSIONER COMMENTS

Commissioner Thompson reported that there is a lot of stuff going on that pertains to the Legislature which adjourned last month. There are a few things going on that effect fire districts and some of the stuff is still being worked out. The biggest impact, there were significant number of bills that pertain to property tax exemptions which exempted properties from having to pay property taxes and EMS levies, bond issues and excess levies; that has a significant impact to fire districts and RFA's. Commissioner Thompson added that he attended Former Commissioner Fossos's Memorial Service and Internment at Tahoma National Cemetery last week.

Commissioner Berger noted that yesterday he attended a virtual meeting of the Highline Forum which was formed a number of years ago. For those who aren't aware, it was a result of the construction of the 3rd runway at the airport. Commissioner Berger is the City of Federal Way Citizen Representative to the Highline Forum on the airport advisory committee. Yesterday's meeting was hosted by the City of Des Moines and City Manager Mathias gave a pretty extensive PowerPoint presentation regarding some pretty exciting development that is going to be taking place, particularly on the waterfront area. The Marina area looks like maybe a $250M investment is going to be made by a Southern California Developer. They are about to enter into an exclusive negotiating agreement. At the end of the presentation Commissioner Berger mentioned that we (SKFR) made a floating investment and he thanked Senator Wilson and her colleagues for the matching grant for the new fire boat which has recently arrived. So we have added to the investment and revitalization of the Marina.

Commissioner Vadino had no comments.

Commissioner Fuller thanked the Administration for the reports, they were very informative and much appreciated.

Commissioner Gates noted that last month we approved Resolution 611, declaring the 320th Property Surplus. He would like to make a Motion to create an Ad Hoc Committee to assist the staff in moving it forward and brining your recommendations to the full Board. Commissioner Gates would like to

appoint a committee and have Commissioners Thomson and Berger serve on the committee. The Motion was seconded by Commissioner Fuller.

PUBLIC COMMENTS

Local 2024 President Bastin made a public comments. To hear his comments and the full audio of the meeting, please view it via our website.
http://southkingfire.org/Calendar.aspx?EID=205&month=3&year=2022&day=24&calType=0

COMMISSIONER COMMITTEE REPORTS

Commissioner Thompson added that the Policy and Procedure Committee has met and are working on some revisions and updating some of our policy and guidelines. We have two (2) more meetings scheduled, we should have something before the next Board meeting for the Commissioners to review and comment and probably final approval at the May meeting.

RESOLUTION 613 – APPOINTING AGENT TO RECEIVE CLAIMS

Chief Mataftin read Resolution 613 into record. Commissioner Thompson moved approval of Resolution 613. Motion was seconded by Commissioner Fuller. Motion carried unanimously.

RESOLUTION 614 – AUTHORIZING THE SALE OF 1941 CHEVROLET SANFORD PARADE FIRE ENGINE

Chief Mataftin read Resolution 614 into record. Commissioner Fuller moved that we adopt Resolution 614. Motion was seconded by Commissioner Berger. Motion carried unanimously.

ADMINISTRATIVE TEAM REPORT

Chief Mataftin

Chief Mataftin reported that we have recently completed the Organizational Health Assessment, Focus Group Meetings, and the questionnaire will be launched early next week. Chief Mataftin will be sending an email tonight to all personnel making them aware of the timing of the questionnaire as it is required for our employees to complete. Chief Mataftin added that he looks forward to the feedback.

Division Chief

Division Chief Smith was unable to attend the meeting tonight due to his meeting in Bothell running longer than expected.

FMO

AC Crossen noted that by far the biggest challenge going on right now in FMO continues to be the Streamline Software. The new software allows us to track and we are going paperless and digital out in the field. We are also collecting fees via Streamline. Assistant Fire Marshal Tony Parise has given his notice to retire at the end of September. He and AC Crossen are spending a lot of time together going over procedure manuals for FMO and updating things as needed. We are taking advantage of the last six (6) months of time that he will be spending with us.

AC Crossen added that we will be receiving our new radios sometime this year from PSERN. There was a lot of discussion about the PSERN radios. To listen to the discussion please listen to the audio of the meeting.

Fleet and Facilities

AC Chaney reported he, Captain Williams and DE Sapp were recently back at the factory for final inspections on the new engines. He thanked Captain Williams and DE Sapp for their expertise and going through the engines with a fine tooth comb. Our new engines meet or beat what Pierce is offering. The new engines offer a lot of ergonomic features that we have experienced in the other engines. The new engines will kneel down so the firefighters will not have to get on the tailboard to pull the hose off. There are a lot of features on these rigs that aren't on the other rigs. The committee that designed the new engines did an outstanding job.

Kirk has been busy with office moves and painting at headquarters (Station 62) and painting at Station 68.

Health & Safety & CARES

AC Goodsell thanked AC Crossen for leading the transition of the Streamline Software and AC Chaney with the initiatives that he's taking forward and changing our policies concerning safety.

CARES

Captain Roy Smith is meeting with the Communities Care Program Manager with King County. That liaison is really important for our work and way that we collaborate and work with the care providers at care facilities. We recently received a referral from Operations, AC Goodsell appreciates Captain Smith work and follow-up on that.

Information Systems

Director Lee reported that this morning he did a walk through at Station 65 with the architect and general contractor. The plumbing, gas and sprinkler systems are inspected and complete at this point the general contractor is waiting to pass the HVAC inspection, which should occur next week. As of today we are still on track to occupy the building by the end of May.

Human Resources

Director Stevens reported we have concluded the second interviews for the HR Generalist position. We had 3 great candidates. Now we are entering the selection phase; one of them will be joining us!

Executive Director

Executive Director Ganem noted that during the budget process we were planning on hiring a communication specialist. This was something that Chief Pennington was advocating for to help with some of our communications. We did go out and open the process and did prescreen interviews some time ago. We weren't pleased with the candidate pool so we put the process on hold. We recently learned last week that our Legislative Advocate, Anthony Hemstead, was successful in securing some money through the State for Workforce Development DEI Program. He was able to secure about $175,000 for a two (2) year period so we are going to repurpose the monies that were budgeted for a Communication Specialist to further bolster our Human Resources Division and hire a third human resources individual to help us with course development and manage the DEI program.

Anthony has been successful now in securing funding from the State for the new Fire Boat and the DEI Program. This is huge, we really appreciate his efforts, and we are talking to him about some future projects that he might be able to help us with. Executive Director Ganem added we have been moving things around the front office; Kirk recently painted for us. And the new Human Resources office will be downstairs where Marilyn and Lauri used to be. Finally, Commissioner Fuller had sent us information on the DNR funding opportunities. That was already on our radar and within the next few days or so, we will be submitting for a $100,000 grant for some wildland equipment.

MARCH BUDGET

Executive Director Joe Ganem read into record the list of expenditures for the month of March.

Mid-Month Utility Warrants (#116341-116363) totaling	$220,212.19
Accounts Payable Warrants (#116364-116452) totaling	$1,021,753.00
Payroll Direct Deposit Document for 187 indiv. DD024968-025154 totaling	$1,253,064.48
Payroll Warrant for 0 individual #	$0
Payroll Electronic Federal Tax Payment totaling	$269,432.63
Medical Claims as of March 15, 2022	$123,021.80
TOTAL approval	$2,887,484.10

Executive Director Ganem added that we are currently 1.47% under budget.

APPROVAL OF VOUCHERS

Commissioner Gates requested a Motion and a second to approve tonight's vouchers. Commissioner Berger moved the approval of the vouchers. Motion was seconded by Commissioner Thompson. Motion carried unanimously.

EXECUTIVE SESSION

Commissioner Gates reported that we will be going into Executive Session per RCW 42.30.110 (1) (i) to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

Joining the Board in Executive Session will be Chief Mataftin, Executive Director Ganem, Division Chief Smith (if he's available) HR Director Stevens, Executive Assistant/Board Secretary Perry and Legal Counsel.

At 1735 hours the meeting will recess for five minutes to get everyone transferred into Executive Session. Executive Session will last 60 minutes and action may or may not be taken after Executive Session. We will take a two minute recess after Executive Session to get everyone transferred back to the Regular Meeting.

At 1842 hours the Regular Meeting reconvened.

Commissioner Gates noted that there will be two (2) Motions.

Commissioner Gates made a Motion to direct the Board to extend the District Policy for employees that are not fully vaccinated for 90 days commencing April 19, 2022. Motion was seconded by Commissioner Fuller. Motion carried unanimously.

Commissioner Gates made a Motion that the Fire Chief be directed by the Board to enter into further impact bargaining with the Local to negotiate for a new MOU regarding the impacts of the decision to extend for 90 days as stated in the previous motion. Motion was seconded by Commissioner Thompson. Motion carried unanimously.

Meeting adjourned at 1745 hours.

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COMMISSIONER (CHAIR) COMMISSIONER (VICE CHAIR)

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COMMISSIONER COMMISSIONER

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COMMISSIONER

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BOARD SECRETARY

DRAFT

SOUTH KING FIRE & RESCUE
April 14, 2022
Special Meeting
Station 68 and Virtual

Commissioner Gates called the regular meeting to order at 1700 hours with Commissioners Fuller, Vadino and Berger in attendance, Commissioner Thompson is on his way. Board Secretary Lauri Perry recording.

The Pledge of Allegiance was led by Commissioner Berger.

COMMISSIONER COMMENTS

Commissioner Fuller had no comments.

Commissioner Vadino had no comments.

Commissioner Berger had no comments.

Commissioner Gates had no comments.

EXECUTIVE SESSION

At 1703 hours Commissioner Gates reported that there will be an Executive Session for approximately 30 minutes per RCW 42.30.110 (1) (i). At this time we will recess for 5 minutes to get everyone transferred into Executive Session. Joining the Board in Executive Session will be Chief Mataftin, Executive Director Ganem, HR Director Stevens, Executive Assistant/Board Secretary Perry and Legal Counsel. We anticipate Executive Session lasting for 30 minutes action may or may not be taken after Executive Session. At the end of Executive Session we will take a 2 minute recess to get everyone transferred back into the Regular Meeting.

Commissioner Thompson arrived at 1703 hours.

At 1738 hours Executive Session was extended for an additional 15 minutes.

At 1753 hours Regular Meeting reconvened.

Commissioner Gates noted that we are back in open session and there is no action to be taken this evening.

Meeting adjourned at 1754 hours.

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COMMISSIONER (CHAIR) COMMISSIONER (VICE CHAIR)

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COMMISSIONER

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BOARD SECRETARY

SOUTH KING FIRE & RESCUE IS AN EQUAL OPPORTUNITY EMPLOYER

DRAFT

SOUTH KING FIRE & RESCUE
April 18, 2022
Special Meeting
Station 62 and Virtual

Commissioner Thompson called the regular meeting to order at 1500 hours with Commissioners Fuller, Vadino and Berger in attendance, Commissioner Gates is on his way. Board Secretary Lauri Perry recording.

The Pledge of Allegiance was led by Commissioner Vadino.

COMMISSIONER COMMENTS

Commissioner Berger had no comments.

Commissioner Vadino had no comments.

Commissioner Thompson had no comments.

EXECUTIVE SESSION

At 1502 hours Commissioner Berger reported that there will be an Executive Session for approximately 30 minutes per RCW 42.30.140 (4) (a). At this time we will recess for 5 minutes to get everyone transferred into Executive Session. Joining the Board in Executive Session will be Chief Mataftin, Executive Director Ganem, HR Director Stevens, Executive Assistant/Board Secretary Perry and Legal Counsel. We anticipate Executive Session lasting for 30 minutes action may or may not be taken after Executive Session. At the end of Executive Session we will take a 2 minute recess to get everyone transferred back into the Regular Meeting.

Commissioner Gates arrived at 1504 hours.

At 1539 hours Commissioner Gates noted that we are back in open session and as a result of our Executive Session, we have a few motions.

Commissioner Berger made a Motion, I move approval of the Letter of Agreement between the District and Local 2024 dated April 18, 2022. Motion was seconded by Commissioner Thompson. Motion carried unanimously.

Commissioner Berger made a Motion, I move that the Board of Commissioners ratify and approve the successor MOU, Memorandum of Understanding tentatively agreed to by the representatives of the District and Local 2024, applicable to accommodated non vaccinated employees. Motion was seconded by Commissioner Thompson. Motion passed unanimously.

Meeting adjourned at 1542 hours.

COMMISSIONER (CHAIR)

COMMISSIONER (VICE CHAIR)

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COMMISSIONER COMMISSIONER

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COMMISSIONER

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BOARD SECRETARY

SOUTH KING FIRE & RESCUE IS AN EQUAL OPPORTUNITY EMPLOYER

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