SOUTH KING FIRE AND RESCUE
BOARD OF FIRE COMMISSIONERS MEETING
June 28, 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 May 24, 2022 and Minutes from the Special Meeting on June 15, 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. Resolution 616 – Update Per Diem Mileage

8. Administrative Team Report

9. June Budget

10. Approval of Vouchers

11. Officer Development Presentation - AC Chaney

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
May 24, 2022
Station 68 and Virtual

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

The Pledge of Allegiance was led by Commissioner Berger.

Commissioner Gates requested that before we go any further, he asked for a moment of silence of remembrance for the tragedy that occurred with the school children in Texas today.

APPROVAL OF MINUTES

Commissioner Gates asked for approval of the Regular Meeting Minutes from the April 26, 2022 meeting. Commissioner Berger so moved. Motion was seconded by Commissioner Vadino. Motion carried unanimously.

COMMISSIONER COMMENTS

Commissioner Fuller reported that on the way home tonight he had the opportunity to stop by the house fire on 358th and 14th Ave SW. It was a kitchen fire that was developing rapidly and blew out the front windows as the crews were going in. The crews were able to rescue two (2) dogs and one (1) lady who had smoke inhalation, but no serious injuries. The crews were able to resuscitate a dog and as Commissioner Fuller was leaving, the animal started to move around and was breathing well. A special thanks to the crews for making a quick stop and for caring for the puppy.

Commissioner Vadino did not have any comments.

Commissioner Berger did not have any comments.

Commissioner Gates had no comments.

PUBLIC COMMENTS

There were no public comments.

COMMISSIONER COMMITTEE REPORTS

Commissioner Berger reported on behalf of the ad hoc real-estate surplus committee. Commissioner Berger noted that the committee received proposals and presentations from CBRE, Heartland, and Kidder Mathews. At this time the committee and staff recommends that the Board take the following actions:

1. Select the firm Heartland LLC to provide the district with professional real estate advisory services as described in its proposal dated May 13th, 2022, which all Commissioners have a copy of.
2. Authorize the Fire Chief to enter into a standard real estate representation agreement with Heartland that includes its proposed services as outlined in the proposal.

As well as other necessary and appropriate terms and conditions determined by our district legal counsel. Commissioner Berger then provided background information on how the committee came to be, and he read into record the report from the ad hoc committee. To hear the full report, please listen to the audio of the Commissioners meeting
http://www.southkingfire.org/Calendar.aspx?EID=207&month=5&year=2022&day=25&calType=0

Commissioner Gates asked for a motion and second. Commissioner Berger noted that the Motion is to select first (a firm) and second to authorize the Fire Chief to enter it. Motion was seconded by Commissioner Fuller. Commissioner Gates added that the Motion and second was to select Heartland as the firm to work with and to authorize the Fire Chief to enter into an agreement. Motion carried unanimously. Commissioner Gates thanked Commissioners Berger and Thompson for their work on this.

RESOLUTION 615 – OPEN GOVERNMENT

Chief Mataftin read Resolution 615 into record. Commissioner Vadino so moved. Motion was seconded by Commissioner Fuller. Motion carried unanimously.

ADMINISTRATIVE TEAM REPORT

Chief Mataftin

Chief Mataftin reported that we just completed the interviews of the lateral hire candidates. We interviewed 11 candidates and we have selected 8 of those candidates and extended conditional job offers to them. We expect that they will start on or about June 20th and we hope to have them on the street by July 8th. We will host a post academy with the 8 lateral hires and the 7 recruits that are in the Recruit Academy. So we will have 15 new hires hitting the streets in July.

Chief Mataftin added that two (2) of the four (4) new engines have arrived at Station 60 today. The third (3) engine is on display at the State Chiefs Conference, with Chief Mataftin's permission, and the fourth (4) is still in Oregon; going through final preparations before if comes up here. We expect to have the new engines in service in the not too distant future.

Chief Mataftin asked if any staff had additional comments.

FMO

AC Crossen added that FMO is working on a couple of portals on our websites for customers to use. This will make the process much easier when scheduling one time inspections and purchasing residential lock boxes for our Knox Box system.

Update on PSERN radios, they are currently in wave two (2). Wave two (2) incudes Seattle Fire and Seattle PD getting their radios along with every police officer and firefighter in King County will be getting new portables. They are about 20% done with the mobiles at Seattle Fire and Seattle PD. So far, none of the portables have gone out to anybody. They are working on the programming aspect right now. They anticipate this being done around July 4th. AC Crossen to provide more updates as new information comes out. Wave three (3) is when our area gets our new mobiles. The earliest that is scheduled to start is July 5th.

Lastly there is a group of operationally centered policies that Chief Mataftin will be doing the final approval on, then we will begin introducing them to the organization.

Commissioner Gates inquired if the lateral hires and those currently at the recruit academy is that what we need to get our Aid Car back on the streets? Chief Mataftin noted that yes, this will definitely help.

Commissioner Berger asked for a little bit of information on the lateral hires, where they came from and their experience. Chief Mataftin noted that he doesn't have their files in front of him; we have one from Memphis, California, Eastern Washington, and Arizona. They all have three (3) years or more experience, they should all be a good fit.

Commissioner Fuller asked if we paid any of their relocation expenses. Chief Mataftin noted that this interesting that you bring that up as we were just discussing that; he received a policy example on this topic today. It's currently under review. There was additional discussion however, the max relocation reimbursement would be about $2500.00. Some of these folks have incurred travel expenses by coming in for interviews, and they will have (incurred) relocation expenses. Chief Mataftin added that this is the first time that we have hired true laterals and he extended thanks to Union President Dean Bastin. He was part of the interview process along with Division Chief Smith. The process went well and he hopes to see it continue in the future as needed. President Bastin added that he thought the process went well and he appreciated being involved in it. He thinks that we got some good candidates. Chief Mataftin added that we still need to hire four (4) more firefighters, this process will be taking place here soon with the Academy to beginning in August.

Commissioner Fuller had a question on Officer Development. We have had a lot of retirements and staff changes, where are we at on Officer Development? In reading the staff report it said that we're getting started or we haven't really gotten started, shouldn't this be moving along a little faster. Chief Mataftin deferred the question to AC Chaney. Unfortunately AC Chaney was not in attendance at the meeting. Chief Mataftin added that this body of work falls with AC Chaney. We expect to receive a report from him on the overall development of the program early next month. So at this time, Chief Mataftin was not in a position to answer the questions. He will follow up with AC Chaney tomorrow to get an understanding where we are at.

Commissioner Berger complimented Chief Mataftin and all his staff that put the staff reports together; it's very much appreciated. It is helpful to see it in writing rather than just hearing it orally at a meeting. And we are better prepared to ask questions if we have any.

Executive Director

Executive Director Ganem added to his report that we received notice this morning from the Department of Natural Resources that our grant request was declined. It sounds like most of the grant money was funneled towards Eastern Washington for fighting wildland fires. We tried and we will keep trying, however it was disappointing news.

In terms of the budget we are five (5) months into the year and we are sitting at 2.90% under budget. This is good news, however, there is a reason for that as we have not been able to fill the vacancies that we have right now. These positions should be filled in June and July. So we will

probably see that good cushion start to narrow as the year progresses. We will be watching it carefully.

MAY BUDGET

Finance Supervisor Kelsey Barrett read into record the list of expenditures for the month of May.

Mid-Month Utility Warrants (#116549-116573) totaling	$211,510.34
Accounts Payable Warrants (#116574-116648) totaling	$1,107,395.84
Payroll Direct Deposit Document for 187 indiv. DD025343-025529 totaling	$1,271,639.31
Payroll Warrant for 0 individual #	$0
Payroll Electronic Federal Tax Payment totaling	$280,597.21
Medical Claims as of May 17, 2022	$216,648.48
TOTAL approval	$3,087,791.18

APPROVAL OF VOUCHERS

Commissioner Gates requested a Motion and a second to approve tonight's vouchers. Commissioner Berger so moved. Motion was seconded by Commissioner Fuller. Motion carried unanimously.

Meeting adjourned at 1728 hours.

_____ _____

COMMISSIONER (CHAIR) COMMISSIONER (VICE CHAIR)

_____ _____

COMMISSIONER COMMISSIONER

_____

COMMISSIONER

_____

BOARD SECRETARY

DRAFT

SOUTH KING FIRE & RESCUE
June 15, 2022
Special Meeting
Station 68 and Virtual

Commissioner Gates called the regular meeting to order at 1300 hours with Commissioners Fuller, Vadino, Berger and Thompson in attendance in person or Virtually. Board Secretary Lauri Perry recording.

The Pledge of Allegiance was led by Commissioner Berger.

COMMISSIONER COMMENTS

Commissioner Thompson didn't have any comments.

Commissioner Fuller didn't have any comments.

Commissioner Vadino didn't have any comments.

Commissioner Berger didn't have any comments.

Commissioner Gates didn't have any comments.

EXECUTIVE SESSION

At 1303 hours Commissioner Gates reported that there will be an Executive Session per RCW 42.30.110 (1)(c). To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public. Joining the Board in Executive Session will be Chief Dave Mataftin, Executive Director Ganem, Executive Secretary/Board Secretary Lauri Perry, Legal Counsel, Matt Anderson and Evan Schneider. At this time we will recess for 5 minutes to get everyone transferred into Executive Session. 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.

At 1338 hours Executive Session was extended for an additional 10 minutes.

At 1350 hours the Regular Meeting Reconvened.

There was no action to be taken as a result of Executive Session.

Meeting adjourned at 1350 hours.

DRAFT

COMMISSIONER (CHAIR)

COMMISSIONER (VICE CHAIR)

COMMISSIONER

COMMISSIONER

COMMISSIONER

BOARD SECRETARY

SOUTH KING FIRE & RESCUE IS AN EQUAL OPPORTUNITY EMPLOYER

DRAFT

SOUTH KING FIRE & RESCUE
KING COUNTY, WASHINGTON

RESOLUTION NO. 616

A RESOLUTION of the Board of Commissioners of South King Fire & Rescue, King County, Washington, Establishing Meal Per Diem and Mileage Expenses For District Personnel

WHEREAS, The IRS announced an increase in the mileage rate for the final six (6) months of 2022 due to the soaring gas price increases. This is effective July 1, 2022 through December 31, 2022. This Resolution rescinds Resolution 607 dated January 25, 2022, which authorized the per diem for 2022.

WHEREAS, it is sometimes necessary for District Personnel to travel to conduct District business, attending meetings, or attending educational classes, and

WHEREAS, during such travel the individual will incur expenses for meals and, if required to use their own vehicle, mileage expense, and

WHEREAS, if District Personnel are required to use their own vehicle, the District will use actual odometer readings, Mapquest.com and/or AAA to determine the reimbursable mileage, and

WHEREAS, the District has an obligation to reimburse such personnel for reasonable expenses incurred while acting on behalf of the District.

NOW, THEREFORE, BE IT RESOLVED that a reasonable sum to be allowed personnel for mileage and per diem allowances has been established by the District (in accordance with IRS guidelines) and is set forth on the attached schedule, the schedule is updated per the IRS recommended per diem and mileage reimbursement on a yearly basis or a special adjustment.

AND IT IS FURTHER RESOLVED that Resolution 607 dated January 25, 2022 is hereby rescinded.

ADOPTED by the Board of Fire Commissioners of South King Fire & Rescue, King County, Washington, at a regular meeting this 28th day of June 2022, with the following Commissioners being present and voting.

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CHAIRMAN/COMMISSIONER VICE CHAIRMAN/COMMISSIONER

COMMISSIONER

COMMISSIONER

COMMISSIONER

ATTEST:

Board Secretary

Resolution No. 616

DRAFT

STATE OF WASHINGTON
TRAVEL REIMBURSEMENT RATES

Update to Resolution 616 Effective 07/01/2022

	MILEAGE	MEALS
BASIC RATE	*62.5*	$59.00

HIGH COST AREAS:

Everett/Lynnwood	$74.00
Ocean Shores	$74.00
Olympia/Tumwater	$74.00
Port Angeles/Port Townsend	$74.00
Richland/Pasco	$69.00
Seattle	$79.00
Spokane	$74.00
Tacoma	$69.00
Vancouver	$74.00

*Meal Rates	TOTAL	Breakfast	Lunch	Dinner
	$59.00	$15.00	$17.00	$27.00
	$64.00	$16.00	$18.00	$30.00
	$69.00	$18.00	$19.00	$32.00
	$74.00	$19.00	$20.00	$35.00
	$79.00	$20.00	$21.00	$38.00

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