SOUTH KING FIRE AND RESCUE
BOARD OF FIRE COMMISSIONERS MEETING
July 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 June 28, 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. July Budget

9. Approval of Vouchers

10. Executive Session per RCW 42.30.140 (4)(b) for approximately 30 minutes relative to collecting bargaining. 42.30.140 (4) (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediations proceedings, or review the proposals made in the negotiations or proceedings while in progress.

11. 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
June 28, 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 Commissioner Thompson.

APPROVAL OF MINUTES

Commissioner Gates asked for approval of the Regular Meeting Minutes from the May 24, 2022 meeting. Commissioner Vadino made a Motion to approve the minutes. Motion was seconded by Commissioner Fuller. Motion carried unanimously.

Commissioner Gates asked for approval of the Special Meeting Minutes from the June 15, 2022 meeting. Commissioner Thompson moves the approval of the Special Meeting minutes of June 15th. Motion was seconded by Commissioner Vadino. Motion carried unanimously.

COMMISSIONER COMMENTS

Commissioner Fuller thanked staff for the monthly report. It's very useful and very well done, thank you very much. We're in the process of making some changes in the workforce and some great people will be leaving us, congratulations to each of them.

Commissioner Berger acknowledged Jaden Hassel for his outstanding service to the Board and him personally throughout the last couple of years. He has put in a tremendous effort helping us go virtual and then hybrid, this was a major accomplishment. Jaden good luck to you in your new position.

Commissioner Thompson echoed what Commissioner Berger said about Jaden Hassell. Thanks for your dedication with all of our technology! Commissioner Thompson added that he noticed that we are busting a lot of alarms here lately; we are over 10,700 (incidents) and the year is only half over. Unfortunately, former Fire Chief and Commissioner Hobbick from District 2 passed away, condolences to the Hobbick Family. Commissioner Thompson added that he attended the WFCA Spring Conference in Chelan, they had presentations on grant writing, applying for grants and personnel management.

Commissioner Vadino appreciates receiving the monthly reports, they are very thorough and helpful.

Commissioner Gates noted that we are certainly going to miss Jaden and he wished him the best of luck.

PUBLIC COMMENTS

Chad Snyder made a public comment. To listen to his full comment, please log into the recording of the meeting at http://www.southkingfire.org/297/Recordings

COMMISSIONER COMMITTEE REPORTS

Commissioner Thompson reported that the Policy & Procedure committee has met a few times at our last meeting we made some changes based on input submitted by other Commissioners.

RESOLUTION 616 – UPDATE PER DIEM MILEAGE

Commissioner Gates noted that the beginning of each year we update the per diem for the current year. Occasionally the IRS will update the per diem rates during the year and with our current gas prices they have increased the per diem mileage reimbursement rate so this resolution will update the reimbursement mileage rate. Chief Mataftin read Resolution 616 into record. Commissioner Thompson moved approval of Resolution 616. Motion was seconded by Commissioner Vadino. Motion passed unanimously.

ADMINISTRATIVE TEAM REPORT

Chief Mataftin

Chief Mataftin echoed the comments that the Commissioners have made about Jaden. I wish you all the best in our endeavors going forward, you will be missed. Thank you for all your hard work, I'm grateful for all the help that you have provided along the way.

I believe that the Commissioners have received the Staff Report's, so in the interest of time tonight we will not be providing any additional reports, do you have any questions of staff tonight.

There was some discussion between the Commissioners and Staff, in regards to the preparation for this year's 4th of July events feel free to listen to the full conversation at http://www.southkingfire.org/297/Recordings. Chief Mataftin added that unfortunately we had a pretty tragic fireworks related event recently here in Federal Way where a young child lost his hand doing an explosive device.

On July 8th here at Station 68 we will be holding the first of two barbeques and a "Ring In Ceremony" for our new recruits that recently graduated from the Academy. The recruits are currently onboarding and going through a process of learning how we do things. Barbecue will be from 1:00 pm – 4:00 pm. A week later on Friday, July 15th we will be going through the same process with the lateral hires. So we will have 12 new firefighters hitting the streets. We desperately need them on the streets.

Chief Mataftin added that we also have two (2) new employees, HR Nikki Ball and Sherese Gamble.

Executive Director

Executive Director Ganem added that last year we budgeted for a Business Operations Manager we ended up holding off hiring for that position and we went a different direction. We are down positions, we are excited for Jaden's opportunities, but that leaves another hole in our support team. After some discussion we feel that it is the right time to go out and hire a Business Operations Manager, so we are looking to fill this position in the not too distant future. We also expect a few more vacancies later this month due to the mandate. We can't bring on support quick enough!

Executive Director Ganem wanted to let the Commissioner know that we do plan on proceeding and entering into a Personal Services Contract for a Business Operations Manager.
As far as the budget, we are currently at 47.12 % or 2.88% under budget mostly due to positions that we've been unable to fill until halfway through the year. We expect that (budget) cushion will erode over the next few months as these new positions come on board.

JUNE BUDGET

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

Mid-Month Utility Warrants (#116649-116675) totaling	$445,899.86
Accounts Payable Warrants (#116676-116776) totaling	$1,149,354.40
Payroll Direct Deposit Document for 184 indiv. DD025530-025713 totaling	$1,283,624.27
Payroll Warrant for 0 individual #	$0
Payroll Electronic Federal Tax Payment totaling	$284,451.20
Medical Claims as of June 21, 2022	$318,529.93
TOTAL approval	$3,481,859.66

APPROVAL OF VOUCHERS

Commissioner Gates requested a Motion and a second to approve tonight's vouchers. Commissioner Thompson moved to pay the vouchers to keep the lights on. Motion was seconded by Commissioner Vadino. Motion carried unanimously.

OFFICER DEVELOPMENT PRESENTATION

AC Chaney gave a presentation on the Officer Development Program. There was some additional questions and discussions after his presentation. To listen to the full presentation and discussion please listen to the audio of the meeting by clicking http://www.southkingfire.org/297/Recordings.

Meeting adjourned at 1815 hours.

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COMMISSIONER (CHAIR)

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COMMISSIONER (VICE CHAIR)

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BOARD SECRETARY