SOUTH KING FIRE AND RESCUE
BOARD OF FIRE COMMISSIONERS MEETING
September 27, 2022
Station 68 and Virtual Meeting
5:00 PM
AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Approval of the following Minutes;
   - Special Meeting on August 22, 2022
   - Special Meeting on August 23, 2022
   - Regular Meeting on August 25, 2022
   - Special Meeting on August 31, 2022
   - Special Meeting on September 20, 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 619 – Authorizing Reimbursement for Moving Expenses
8. Resolution 620 – Authorizing the Sale of Surplus Equipment
9. Administrative Team Report
10. September Budget
11. Approval of Vouchers
12. 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.
13. 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
August 22, 2022
Special Meeting
Station 68 and Virtual

Commissioner Gates called the regular meeting to order at 1600 hours with Commissioners Fuller, Vadino, and Thompson in attendance in person. Commissioner Berger has an excused absence. Board Secretary Lauri Perry recording.

Commissioner Gates noted that the purpose of this meeting is to interview candidates for the position of Chief of Operations.

The Pledge of Allegiance was led by Commissioner Thompson.

COMMISSIONER COMMENTS

Commissioner Fuller noted that he is pleased to welcome all of the candidates here today and he looks forward to meeting and talking to them.

Commissioner Thompson reported that he is also looking forward to participating in the Chief of Operations interview process today.

Commissioner Vadino thanked everyone for being here today.

Commissioner Gates thanked everyone for helping with the interview process today. Looks like we have some good candidates. He is looking forward to the interviews.

PUBLIC COMMENTS

There were no public comments.

INTERVIEWS FOR THE POSITION OF CHEF OF OPERATIONS

The Board interviewed Frederick Pearce.

At 0916 hours the Special Meeting recessed for 10 minutes.

At 0926 hours the Special Meeting reconvened.

The Board interviewed Ned Vander Pol.

At 1019 hours the Special Meeting recessed for 10 minutes.

At 1029 hours the Special Meeting reconvened.

The Board interviewed Dave Van Valkenburg.

DRAFT

EXECUTIVE SESSION

Commissioner Gates reported that at this time we will be going into Executive Session per RCW 42.30.110 (1)(g) for 2 hours (120 minutes) to evaluate the qualifications of an applicant for public employment. Joining the Board in Executive Session will be Chief Mataftin. At this time we will recess for 15 minutes before Executive Session begins. At 1124 hours the meeting took a 15 minute break prior to the start of Executive Session.

At 1337 hours Executive Session was extended for an additional 45 minutes.

At 1421 hours Executive Session was extended and additional 15 minutes.

At 1436 hours Executive Session ended.

At 1436 hours the Special meeting reconvened.

Commissioner Gates reported that there was no action to be taken as a result of Executive Session.

Meeting adjourned at 1437 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
August 23, 2022
Special Meeting
Station 68 and Virtual

Commissioner Gates called the regular meeting to order at 1600 hours with Commissioners Fuller, Vadino, Berger and Thompson in attendance in person. Board Secretary Lauri Perry recording.

The Pledge of Allegiance was led by Commissioner Fuller.

COMMISSIONER COMMENTS

Commissioner Berger had no comments.

Commissioner Fuller had no comments.

Commissioner Thompson had no comments.

Commissioner Vadino had no comments.

Commissioner Gates had no comments.

EXECUTIVE SESSION

Commissioner Gates reported that at this time we will be going into Executive Session per RCW 42.30.140 (4)(b) for 30 minutes relative to collective bargaining. Executive Director Ganem will brief the board on the status of collective bargaining.

Joining the Board in Executive Session will be Legal Counsel, Chief Dave Mataftin, Executive Director Ganem, Division Chief Smith, Assistant Chief Crossen, Director Stevens, Director Lee, HR Generalist Ball and Board Secretary. At this time we will recess for 5 minutes to get everyone transferred into Executive Session 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 1602 hours the meeting began transferring into Executive Session.

At 1637 hours Executive Session was extended for an additional 30 minutes.

At 1707 hours Executive Session was extended and additional 30 minutes.

At 1737 Executive Session ended and the meeting was being transferred back to Regular Meeting.

At 1739 the Special Meeting reconvened

Commissioner Gates reported that there was no action to be taken as a result of Executive Session.

Meeting adjourned at 1740 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
August 25, 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 was excused. Board Secretary Lauri Perry recording.

The Pledge of Allegiance was led by Commissioner Berger.

APPROVAL OF MINUTES

Commissioner Gates asked for approval of the Regular Meeting Minutes from the July 26, 2022, meeting. Commissioner Berger made a Motion to approve the minutes from July 26, 2022. Motion was seconded by Commissioner Fuller. Motion carried unanimously.

Commissioner Gates asked for the approval of the Special Meeting Minutes from August 8, 2022, meeting. Commissioner Berger made a Motion to approve the minutes from August 8, 2022. Motion was seconded by Commissioner Vadino.

COMMISSIONER COMMENTS

Commissioner Fuller reported that he is looking forward to the decision on the hiring of the Chief of Operations. He appreciated the Staff Reports they have a positive outlook on how things are going and there is a lot on enthusiasm. He has attended the chiefs chats, however he wishes that we still had donuts at these as he likes donuts. Commissioner Fuller added that according to Captain John, we will have two (2) more push in ceremonies. Commissioner Fuller added that the Federal Way Lions will be hosting their Annual Car Show this weekend.

Commissioner Berger echoed Commissioner Fuller's comments about the expansive and enlightening Staff Report. Commissioner Berger thanked Director Stevens for leading the effort with HR being so responsive to key issues and staff is closely following their claims. Commissioner Berger added there are a couple of significant events taking place in our District on Saturday. On behalf of his Rotary Club this is their major fundraiser is a speed croquet tournament. The public is encouraged and welcome to come, there is also an auction and dinner tickets are still available. There is also the Des Moines Rotary Blues and Brews Festival which begins at noon at the Des Moines Beach Park.

Commissioner Vadino noted that she enjoys reading the Staff Reports each month and finding out what's going on.

Commissioner Gates apologized for missing the push in this morning, he had a doctor appointment he will try to make the next one. He added that he enjoyed the interviews for the Ops Chief position it's always interesting to hear people from other parts of the country, other states. What they're doing and the problems they're having, how they do things, it's always a learning experience.

PUBLIC COMMENTS

There were no public comments.

COMMISSIONER COMMITTEE REPORTS

Commissioner Berger reported on behalf of the Ad Hoc Committee, we had a virtual meeting on August 9th. Commissioner Berger updated the Board on an email from Evan in regards to the launch of the property. *We had a successful marketing launch last Tuesday, August 16th we have had many phone calls and email exchanges with interested developers. Marketing interest appears to be strong and consistent with previous marketing campaigns. We have had 22 groups download the property documents from the website. For contest when we were marketing Cathcart West in Snohomish County, we had 26 groups download the property documents within the first two weeks of marketing.* Commissioner Berger added that each of you should have a copy of the "Termination of Easement" for the property on 320th, we need to get this document recorded with King County to remove the easement. Legal Counsel added that before SKFR purchased the property on 320th, the previous owner Quadrant had an easement on the property so at this time we need to cancel the easement from a drain field.

Commissioner Berger made a Motion, I move that the District execute and record the Termination of Easement document with regard to the septic tank drain field on the property adjacent to Station 64 and authorize the Chairman of the Board to sign the document on behalf of the District. Motion was seconded by Commissioner Fuller. Motion carried unanimously

ADMINISTRATIVE TEAM REPORT

Chief Mataftin

Chief Mataftin noted that everyone should have received the staff reports and he thanked the Commissioners for the kind words about staff. Chief Mataftin added that he is incredibly proud of the people that are working with him. HR has taken on a whole new life in support of Director Mary Stevens. Chief Mataftin added that next week he will be meeting with each of the candidates and make a decision after talking to each of them.

AUGUST BUDGET

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

Mid-Month Utility Warrants (#116875-116893) totaling	$155,727.67
Accounts Payable Warrants (#116894-116970) totaling	$1,248,899.76
Payroll Direct Deposit Document for 189 indiv. DD025903-026090 totaling	$1,283,022.43
Payroll Warrant for 0 individual #	$0
Payroll Electronic Federal Tax Payment totaling	$283,668.10
Medical Claims as of August 23, 2022	$338,743.46
TOTAL approval	$3,310,061.42

Supervisor Barrett added that we are 3.27% under budget.

APPROVAL OF VOUCHERS

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

Meeting adjourned at 1720 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

SOUTH KING FIRE & RESCUE IS AN EQUAL OPPORTUNITY EMPLOYER

DRAFT

SOUTH KING FIRE & RESCUE
August 31, 2022
Special Meeting
Station 68 and Virtual

Commissioner Gates called the regular meeting to order at 1600 hours with Commissioners Fuller, Vadino, Berger and Thompson in attendance in person. Board Secretary Lauri Perry recording.

The Pledge of Allegiance was led by Commissioner Fuller.

COMMISSIONER COMMENTS

Commissioner Vadino didn't have any comments.

Commissioner Thompson didn't have any comments.

Commissioner Berger didn't have any comments.

Commissioner Fuller didn't have any comments.

Commissioner Gates didn't have any comments

PUBLIC CMOMMENTS

There were no public comments.

EXECUTIVE SESSION

Executive Session per RCW 42.30.110 (1)(g) and RCW 42.30.140 (4) (b) for approximately 60 minutes.

RCW 42.30.110 (1) (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee

RCW 42.30.140 (4)(b) relative to collecting bargaining. Executive Director Ganem will brief the board on the status of collective bargaining. RCW 42.30.140 provides, in pertinent part: "That this chapter shall not apply to … (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 mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress. Joining the Commissioners in Executive Session will be Chief Mataftin, SKFR Negotiating Team – Executive Director Ganem, Division Chief Smith, Assistant Chief Crossen, Director Stevens, Director Lee, HR Generalist Ball and Board Secretary. At this time we will recess for 5 minutes to get everyone transferred into Executive Session. We anticipate the Executive Session lasting for 60 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 over to the Special meeting. At 1602 hours the meeting began transferring into Executive Session.

At 1707 hours Executive Session was extended for an additional 15 minutes.

At 1722 hours Executive Session ended and the meeting was transferred back to Regular Meeting.

At 1724 the Regular Meeting reconvened.

Commissioner Gates reported that there was no action to be taken as a result of Executive Session.

RESOLUTION 618 – AUTHORIZING PROCUREMENT THROUGH RETAIL PURCHASING REPLACEMENT/NEW CHIEF RESPONSE VEHICLE(S)

Chief Mataftin read Resolution 618 into record. Commissioner Fuller so moved that we adopt Resolution 618 to authorize the procurement through retail purchasing for a Chiefs Response Vehicle. Motion was seconded by Commissioner Vadino. Motion carried unanimously.

Meeting adjourned at 1726 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

SOUTH KING FIRE & RESCUE IS AN EQUAL OPPORTUNITY EMPLOYER

DRAFT

SOUTH KING FIRE & RESCUE
September 20, 2022
Special Meeting
Station 68 and Virtual

Commissioner Gates called the Special Meeting to order at 1530 hours with Commissioners Berger, Fuller, Thompson and Vadino 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 Vadino didn't have any comments.

Commissioner Fuller didn't have any comments

Commissioner Berger didn't have any comments

Commissioner Gates didn't have any comments.

Executive Session

At 1534 hours Commissioner Gates noted that the Board will be going into Executive Session to discuss possible offers 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 shall be taken in a meeting open to the public. Joining the Board in Executive Session will be Chief Mataftin, Executive Director Ganem, Executive Secretary/Board Secretary Perry, Legal Counsel and Matt Anderson and Evan Schneider.

At this time, we will recess for 5 minutes to get everyone transferred into Executive Session. We anticipate the Executive Session lasting 45 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 over to the Special Meeting.

At 1624 hours Executive Session was extended 30 minutes.

At 1654 hours Executive Session ended.

At 1656 hours the Special Meeting reconvened.

Commissioner Gates reported that there was no action to be taken after Executive Session.

At 1656 hours the meeting adjourned.

DRAFT

COMMISSIONER (CHAIR)

COMMISSIONER (VICE CHAIR)

COMMISSIONER

COMMISSIONER

COMMISSIONER

BOARD SECRETARY

SOUTH KING FIRE & RESCUE IS AN EQUAL OPPORTUNITY EMPLOYER

DRAFT

SOUTH KING FIRE AND RESCUE
KING COUNTY, WASHINGTON

RESOLUTION NO. 619

A RESOLUTION of the Board of Fire Commissioners of South King Fire and Rescue (aka KCFPD #39), King County, Washington, Authorizing Reimbursement of Moving Expenses for Both In State and Out of State Employees Newly Hired by South King Fire

WHEREAS, the Board of Fire Commissioners has been advised that the Fire Chief has been provided with a legal opinion by legal counsel that the District may reimburse in-state and out-of-state employees hired by the department for true moving expenses associated with relocating. This resolution is retroactive back to January 1, 2022.

NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

Section 1. The Fire Chief is hereby authorized to provide reimbursement to newly hired employees that have provided proof of true moving costs. The maximum allowable reimbursement amount will be Five Thousand Dollars ($5,000.00).

Section 2. The allowable expenses will be as follows;

1. Commercial moving company
2. Charges for packing, crating, mailing, and/or shipping household goods; and other miscellaneous packing supplies
3. Optional insurance on items such as furniture, clothing, and utensils
4. Rental truck cost
5. Shipment of car(s), if not used in the move
6. POV mileage and lodging costs, subject to federal per diem rules, for one trip (employee and family) from the old residence to the new residence. Travel must be via the shortest and most direct route from the former residence to a new residence. Lodging costs do not include temporary living expenses after starting work in the new work location.

Section 3. Repayment of Moving Expense Reimbursements:

In the event a newly hired employee does not remain employed with South King Fire & Rescue (SKFR) for two years, as a result of the employee's voluntary or involuntary separation from SKFR employment, the employee is liable to repay SKFR the amount of the moving expense reimbursement, which SKFR has paid to the employee.

ADOPTED by the Fire Board of Commissioners of South King Fire & Rescue, King County, Washington, at a regular meeting, this 27th day of September 2022, with the following Commissioners being present and voting.

DRAFT

CHAIR/COMMISSIONER	COMMISSIONER
COMMISSIONER	COMMISSIONER
COMMISSIONER	

ATTEST:

SECRETARY

Resolution No. 619

DRAFT

SOUTH KING FIRE & RESCUE

KING COUNTY, WASHINGTON

RESOLUTION NO. 620

A RESOLUTION of the Board of Fire Commissioners of South King Fire & Rescue, 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 surplus the department-owned equipment listed below:

- 1987 Fire Boat Twin 2012 250HP Honda Outboards ID#243 HIN: WNH002841686
- 2000 H&W Apparatus ID#233 VIN: 4S7AT4198YCO35300
- 2013 EZ Loader Boat Trailer ID#260 VIN: 1ZEAATYM5DA006111

WHEREAS, this equipment is no longer used and has been deemed dispensable; OR

WHEREAS, the equipment listed is beyond serviceable repair;

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 vehicles & equipment and proceed with sale per department policy.

ADOPTED by the Board of Fire Commissioners of South King Fire & Rescue, King County, Washington, at a regular meeting this 27th day of September 2022, with the following Commissioners being present and voting.

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CHAIR/COMMISSIONER VICE CHAIR/COMMISSIONER

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COMMISSIONER COMMISSIONER

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COMMISSIONER

ATTEST:

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Secretary

DRAFT