SOUTH KING FIRE
March 26, 2024
Station 68 and Virtual

Commissioner Baruso called the regular meeting to order at 1700 hours with Commissioners Gates, Vadino, and Burrus in attendance. Board Secretary Lauri Perry recording.

The Pledge of Allegiance was led by Commissioner Burrus.

To listen to the full meeting, please visit our website.

APPROVAL OF MINUTES

Commissioner Baruso asked for separate Motions and seconds to approve the Regular Meeting Minutes from February 27, 2024 and the Special Meeting on March 4, 2024. Commissioner Gates moved approval of the minutes from the Regular Meeting on February 27, 2024. Motion was seconded by Commissioner Vadino. Motion carried unanimously.

Commissioner Burrus made a Motion to approve the March 4, 2024 minutes. Motion was seconded by Commissioner Vadino. Motion carried unanimously.

COMMISSIONER COMMENTS

Commissioner Gates didn't have any comments.

Commissioner Vadino didn't have any comments.

Commissioner Burrus reported that he attended his first JLM meeting a couple weeks ago, and he was really happy with it. Everyone was super professional, willing to compromise and be productive. It was exactly what he was hoping to see. It may not be the right time for us to discuss it here but there was some discussion about a retreat coming up and he would like to explore what the other Commissioners think, what Administration thinks about the Commissioners being a part of a retreat. There was some discussion about Commissioners attending a retreat. Chief Van Valkenburg added that the intent of a retreat has been to focus on the relationship between Admin staff and Union Leadership. It's been a work in progress to find a team building consultant. The recommendation from the Board when we started down this path was to not involve the Commissioners so that there could be lots of honest and open feedback.

Commissioner Baruso didn't have any comments.

PUBLIC COMMENTS

There were no public comments.

COMMISSIONER COMMITTEE REPORTS

Commissioner Baruso noted there were no Committee Reports besides the JLM report which Commissioner Burrus already provided.

COMMISSIONER COMMITTEE ASSIGNMENTS

Commissioner Gates thanked Commissioner Baruso for making the changes to the committee assignments. Commissioner Baruso added that Director Stevens is still working on the language for the Culture and Engagement Committee. Commissioner Gates added that the creation of the Culture and Engagement Committee needs to go to the Policy and Procedure committee to review and for their input then the full Board to vote on. Commissioner Baruso added the importance of the Policy and Procedure Committee to review and update the Commissioner Guidelines to make sure they are in line with everything else that we are trying to do. Commissioner Baruso added that he feels that the guidelines are kind of old and need to be updated. He is having Director Stevens work on the language for the Culture and Engagement Committee. He also had a discussion with Chief about the Commissioner packets and there are no Commissioner mailboxes at the Station, but that's the kind of thing that we need. Commissioner Burrus made a Motion to approve the Commissioner Committee assignments. Motion was seconded by Commissioner Vadino. Motion passed unanimously.

COMMISSIONER FIRE STATION VISITS – ROLES AND RESPONSIBILITIES

Commissioner Baruso reported that this is on the agenda as the visits to the fire stations are not just drop in visits. The intent was to notify the Chief that we are visiting the stations. He added that as elected officials we are looking to make sure that our resources are taken care of, our men and women have what they need. If we buy something, a piece of new equipment to be able to go to the station to see how it's used and how it will be used is something that's very important, at least to Commissioner Baruso.

Commissioner Burrus shared a story from 1991, he was a probationary firefighter working with Doug Waller. What seems to be an elderly gentleman rings the doorbell at Station 65 Commissioner Burrus answered the door and was leading the gentleman to a chair to sit down for a blood pressure when FF Waller is laughing and says "Burrus, let me introduce to Commissioner Martin". They sat around the table with Commissioner Martin drinking coffee and talking. Next thing they get dispatched to a call and FF Waller convinces Commissioner Martin to ride along to the call with them. It was an unusual call we had to send a lady to the hospital, she had two (2) young kids so the crew made a number of phone calls to get someone to come to the house to take care of the kids. Once the crew gets back to the station Commissioner Martin says, "WOW, I had no idea you guys did anything like that". Commissioner Burrus added that he was surprised to hear that there was controversy over Commissioners and station visits. He added that he couldn't find any RCWs or anything in the Commissioner Guidelines that reference station visits.

The District's Legal Counsel, Eric Quinn weighed in on this topic adding that there is no statue that states 'thou shalt not visit fire stations,' but let's focus on what the statue says. The Board of Commissioners is established to manage and conduct the business affairs of the department, to enter into any and all necessary contracts, and to adopt reasonable rules and regulations. The Commissioners are the lawmakers of the department and we could kind of frame this in sort of a relay race. The Commissioners are like the second runners. The first runners are the voters, they pass the baton to the Commissioners, the Commissioners pass the baton to the Chief and the Chief passes the baton to the Staff. So, with the Commissioners doing station visits, runner 2 is going straight to runner 4. The Commissioners are the policy makers, not the policy enforcers that is the Chiefs job. Counsel added that just because you can do something, doesn't mean that you should do it. If you coordinate with Chief and involve yourselves and clearly articulate what you would like to do

for purposes of visiting a station, you are less likely to risk an appearance of undermining and appearance of going around the authority of the Fire Chief or creating a crisis of confidence.

There was a great deal of discussion on this topic. Chief Van Valkenburg will write up a draft policy for the Policy & Procedure Committee to review before bringing it to the full Board to discuss and vote on.

STRATEGIC BRIDE PLAN – FUNDING PILLAR PROGRESS UPDATE

Executive Director Ganem reported that included in your packet was a draft resolution that was supplied by our Legal Counsel for possible adoption next month. He added that the Funding Group meets twice a week. They have put a lot of time and effort into the work that they are doing with our consultant Kassie Swenson. We are currently finalizing the key messaging and the educational materials. Once the Board approves the resolution at the April Regular Board Meeting, then we start the open discussions about what it is we're doing and why we are doing it. We will begin educating our staff, educating the Commissioners, and educating the public. There is a lot of work and information forthcoming. In addition, we are proud to share that our second newsletter was said to have gone to press today and should hit our mailboxes around April 10th or 11th.

RESOLUTION 647 – SURPLUS AND SALE OF 356th PROPERTY

Chief Van Valkenburg read Resolution 647 into record. Commissioner Vadino moved approval of Resolution 647. Motion was seconded by Commissioner Burrus. Motion carried unanimously.

ADMINISTRATIVE TEAM REPORT

Chief Van Valkenburg noted that all of the Commissioners should have received their Staff Reports and he asked if the Commissioners had any questions of staff regarding their reports. Commissioner Baruso requested that we breakdown the calls into cardiac vs diabetic vs strokes and he asked when we would be able to begin doing this? Chief Van Valkenburg added that we have just begun introducing this data and we aren't to the point of breaking out the call types yet. We are going to start introducing the turn out times so you will see those on the reports and dashboards. We are pretty consistent with 80% of our calls being EMS and 20% being fire responses.

MARCH BUDGET

Executive Director Ganem noted that we are a quarter the way through the year now, so we would expect to be at or around 25% of budget. We are currently at 23.65% of budget, which equates to 1.35% under budget for the year.

Finance Specialist Matt Rinehardt read into the record the list of expenditures for the month of March.

Mid-Month Utility Warrants (#118958-118971) totaling	$82,118.28
Accounts Payable Warrants (#118972-119068) totaling	$1,548,910.74
Payroll Direct Deposit Document for 202 indiv. DD003846-004047 totaling	$1,537,908.15
Payroll Electronic Federal Tax Payment totaling	$315,030.64
Medical Claims as of March 19, 2024	$144,624.01
TOTAL approval	$3,628,591.82

APPROVAL OF VOUCHERS

Commissioner Burrus moved approval of March budget. Motion was seconded by Commissioner Vadino. Motion carried unanimously.

Commissioner Baruso inquired, for his own education, he noticed on the vouchers that there are some names that he recognizes, and he wants to understand where these come from. As new Commissioners is it possible to get a class on the budget and the different codes? Executive Director Ganem added the recognizable names are likely LEOFF1 liability payments. Director Ganem offered to hold a training session with the new Commissioners to educate them on the budget and the monthly financials and closing process. He notes, the Commissioners are an important part of the checks and balances, something the State Auditor ensures during our annual audits.

The meeting adjourned at 1750 hours.

COMMISSIONER (CHAIR)

COMMISSIONER (VICE CHAIR)

COMMISSIONER

COMMISSIONER

COMMISSIONER

BOARD SECRETARY