SOUTH KING FIRE
BOARD OF FIRE COMMISSIONERS MEETING
July 25, 2024
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 25, 2024 and Special Meeting on July 15, 2024
4. Commissioners Comments
5. Public Comments – Please state your name and address for the record (please limit comments to 3 minutes or less)
6. Commissioner Committee Reports
7. Administrative Team Report
8. DEI Presentation
9. July Budget
10. Approval of Voucher
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
June 25, 2024
Station 68 and Virtual

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

The Pledge of Allegiance was led by Deputy Chief Defenbaugh.

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

APPROVAL OF MINUTES

Commissioner Baruso asked for a Motion and second to approve the Regular Meeting Minutes from May 28, 2024, and the Special Meeting Minutes from June 12, 2024. Commissioner Fuller moved approval of both sets of minutes. Motion was seconded by Commissioner Burrus. Motion carried unanimously.

COMMISSIONER COMMENTS

Commissioner Vadino had no comments.

Commissioner Burrus had no comments.

Commissioner Fuller mentioned that we need to recognize the two Open Houses, everyone did an excellent job putting together two excellent shows.

Commissioner Baruso added that he attended the second Open House, the weather was up and down but it was great to see the community come out and support us.

PUBLIC COMMENTS

There were no public comments.

COMMISSIONER COMMITTEE REPORTS

Commissioner Vadino reported that the Policy & Procedure committee met and reviewed the following guidelines that were in the Boards packet. The Board discussed the Station Visit guidelines adding that this is a combination of what Chair Baruso wanted and what Legal Council recommended. After much discussion, the Board referred it back to the committee to review.

Commissioner Vadino reported that the committee also looked at a Commissioner Calendar. At this time the committee didn't see the value in having another calendar, plus it's another calendar for Lauri to manage. Commissioner Baruso added that this was his idea for one stop shopping accountability for all of the Commissioners, however he does understand the redundancy.

There was some discussion regarding the full Board reviewing a few policies/guidelines vs reviewing the entire book at a meeting. The Board also discussed that only two people (a committee) can

meet to discuss the policies/guidelines so that we don't have a quorum and violate the Open Public Meeting Act.

The Board reviewed the JLM Meeting policy/guideline updating it to be in line with the frequency that the Board is invited to the meetings – which is the last month of the quarter. After discussion, Commissioner Vadino made a Motion to approve the Joint Labor Management policy which is 8.1.1 as written in our packets. Motion was seconded by Commissioner Burrus. Motion carried.

The Board did not discuss Section 22 in the guidelines. It was referred to the committee.

There was a discussion on the creation of the Culture and Engagement committee. The Policy and Procedure committee did not support the creation of another committee and thought it overlaps with other committees. After discussion the Human Resources team will plan to attend the July Board meeting and give a presentation on DEI. Commissioner Baruso added that this would be a commissioner committee culture and engagement committee, to help out with the plan.

MILITARY POLICY

Executive Director Ganem mentioned that back in September 2019, the Board adopted an updated Military Policy. As we migrate policies to Lexipol over the last couple of years, we review each of them and update as needed. Both our Finance and HR divisions recommended changes to the military policy in 2023; specifically, how we process military pay differentials and accruals. We vetted this policy by Legal Counsel, the Policy and Procedure Committee, and through the JLM Committee. The Union also had their legal counsel review the policy. Commissioner Fuller made a Motion to approve the Military Policy. Motion was seconded by Commissioner Burrus. Motion passed 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 Fuller requested that we expand on the abbreviations in the reports, as he doesn't always know what they mean. He also inquired about who is taking the lead on the Explorer Program? Chief Van Valkenburg added that Deputy Chief Smith is the lead and he is in the process of getting Insurance and US affiliation so we can be an Explorer Post, actually Explorer Post 39. This program is also supported by District Chief Andersen.

MIH PRESENTATION

Deputy Chief Defenbaugh gave a presentation on the Mobile Integrated Health (MIH) Program. The idea of the program is to help the people that we can't always assist through the 911 calls and they go to the hospital and they can't be assisted there for what their true need is. The MIH program will help them get to the services that they need. The MIH team will work with the individual by exploring their needs and their situation and hook them up with the proper resources for what they are experiencing and going through. Some of the individuals may not even know where to begin looking for assistance, they may not have the language skills, or they may be in a different socioeconomic class. There are multiple benefits for our community members.

Our current team consists of two full-time positions, a registered and a social worker.

Here are the numbers so far this year: January – April, 87 people have called 911 (660 times this year) These are considered high frequency callers.

JUNE BUDGET

Executive Director Ganem noted that we are halfway through the fiscal year, and we would expect to be at 50% of the budget. We are doing well from that perspective, as we are currently at 46.74% of the budget; putting us at 3.26% under budget. This is all going to change because last month the Board approved two CBAs. With the ratification of those contracts, we are now processing those increases which will be completed in July. The budget cushion we are used to seeing will decrease significantly. We did budget for these increases so we should be on track overall.

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

Mid-Month Utility Warrants (#119317-119332) totaling	$58,062.35
Accounts Payable Warrants (#119333-119426) totaling	$1,221,793.82
Payroll Direct Deposit Document for 211 indiv. DD004443-004653 totaling	$1,568,231.17
Payroll Electronic Federal Tax Payment totaling	$336,789.82
Medical Claims as of June 18, 2024	$232,640.12
TOTAL approval	$3,417,517.28

APPROVAL OF VOUCHERS

Commissioner Vadino made a Motion to approve the June vouchers. Motion was seconded by Commissioner Burrus. Motion carried unanimously.

The meeting adjourned at 1806 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
July 15, 2024
Special Meeting
Station 68 and Virtual

Commissioner Baruso called the Special Meeting to order at 1430 hours with Commissioners Vadino, Gates and Fuller in attendance. Commissioner Burrus was not in attendance. Board Secretary Lauri Perry recording.

To listen to the recording of the meeting, please visit our website – southkingfire.org

The Pledge of Allegiance was led by Executive Director Ganem

COMMISSIONER COMMENTS

Commissioner Fuller had no comments.

Commissioner Vadino had no comments.

Commissioner Gates had no comments.

Commissioner Baruso had no comments.

EXECUTIVE SESSION

At 1432 hours Commissioner Baruso reported that the Board is going to adjourn into Executive Session to discuss attorney-client privileged matters per 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. Action may or may not be taken after Executive Session.

Joining the Board in Executive Session will be the Chief Van Valkenburg, Executive Director Ganem, Executive Secretary Perry and Legal Counsel.

At this time, we will recess for 2 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 1534 hours Executive Session was extended 30 minutes.

At 1604 hours Executive Session ended and we began the transition back to the Special Meeting.

At 1606 hours the Special Meeting reconvened.

Commissioner Baruso stated that we are out of Executive Session and there is no action to be taken as a result of the Executive Session.

EXECUTIVE SESSION

At 1607 hours Commissioner Baruso 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; Action may or may not be taken after Executive Session

Joining the Board in Executive Session will be the Chief Van Valkenburg, Executive Director Ganem, Executive Secretary Perry, Matt Andersen, Evan Schneider and Legal Counsel.

At this time, we will recess for 2 minutes to get everyone transferred into Executive Session. We anticipate the Executive Session lasting for 20 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.

Director Lee was added to join us in Executive Session.

At 1629 Executive Session ended.

At 1631 the Special Meeting resumed Commissioner Baruso reported that there is no action to be taken after Executive Session.

Executive Session

At 1632 hours Commissioner Baruso noted that the Board will adjourn into Executive Session per RCW 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 or any collective bargaining, professional negotiations or grievance or mediation proceedings or reviewing the proposals made in the negotiations or proceedings while in progress; Action may or may not be taken after Executive Session.

Joining the Board in Executive Session will be Chief Van Valkenburg, Executive Director Ganem, HR Director Stevens and Executive Secretary Lauri Perry.

At this time we will recess for 2 minutes to get everyone transferred into Executive Session. We anticipate Executive Session lasting for 30 minutes. At the end of Executive Session we will take a 2 minute recess to get everyone transferred back to the Regular Meeting. Action may or may not be taken after Executive Session.

At 1704 hours Executive Session was extended 5 minutes.

At 1709 hours Executive Session has ended we will be transitioning back to the Special Meeting.

At 1711 hours the Special Meeting reconvened.
At 1711 the Special Meeting resumed Commissioner Baruso reported that there is no action to be taken after Executive Session.

The Special Meeting adjourned at 1711 hours.

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COMMISSIONER (CHAIR)

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COMMISSIONER (VICE CHAIR)

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COMMISSIONER

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COMMISSIONER

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COMMISSIONER

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BOARD SECRETARY

SOUTH KING FIRE IS AN EQUAL OPPORTUNITY EMPLOYER

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