SOUTH KING FIRE
January 28, 2025
Station 68 and Virtual

Commissioner Baruso called the regular meeting to order at 1700 hours with Commissioners Vadino, Burrus, Fuller and Gates 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 a Motion and second to approve the Regular Meeting Minutes from December 23, 2024. Commissioner Gates moved approval of the minutes from the Regular Meeting on December 23, 2024. Motion was seconded by Commissioner Fuller. Motion carried unanimously.

Commissioner Baruso asked for a Motion and a second to approve January 6, 2025 Special Meeting Minutes. Commissioner Vadino moved approval of January 6 minutes. The motion was seconded by Commissioner Burrus. Motion carried unanimously.

Commissioner Baruso asked for a Motion and a second to approve the January 8, 2025 Special Meeting Minutes. Commissioner Burrus made a Motion to approve the January 8 meeting minutes. Motion was seconded by Commissioner Vadino. Motion carried unanimously.

Commissioner Baruso requested a Motion and a second to approve the January 16, 2025, Special Meeting Minutes. Commissioner Fuller moved approval of the January 16 minutes. The motion was seconded by Commissioner Burrus. Motion carried unanimously.

COMMISSIONER COMMENTS

Commissioner Gates had no comments.

Commissioner Vadino had no comments.

Commissioner Burrus had no comments.

Commissioner Fuller appreciated the monthly staff reports, they are long and very informative.

Commissioner Baruso had no comments.

ELECTION OF BOARD CHAIR FOR 2025

Commissioner Baruso requested nominations for Board Chair. Commissioner Gates made a Motion that we stay status quo with Board Chair Baruso and Vice Chair Vadino. Motion was seconded by Commissioner Burrus. Motion carried unanimously.

ELECTION OF BOARD VICE CHAIR FOR 2025

Commissioner Baruso requested nominations for Board Chair. Commissioner Gates made a Motion that we stay status quo with Board Chair Baruso and Vice Chair Vadino. Motion was seconded by Commissioner Burrus. Motion carried unanimously.

PUBLIC COMMENTS

There were no public comments.

COMMISSIONER COMMITTEE REPORTS

Commissioner Vadino reported that the Policy and Procedure Committee has been meeting and working on the Commissioner Guidelines. They are almost done, they just need to finish the formatting and get feedback from staff on the guidelines line up with department policies. They have not looked at the committee descriptions and they are recommending that once committees are assigned that they meet and look at the descriptions and make the needed recommendations back to the full Board.

BENEFIT CHARGE REVIEW BOARD IN ACCORDANCE WITH RCW 52.18.070

Commissioner Vadino made a Motion that in accordance with RCW 52.18.070, the Board of Fire Commissioners hereby convenes a Benefit-Charge Review Board to serve for at least a two-week period. This board, comprising Executive Director Ganem, Fire Marshal Nichols, and Finance Supervisor Barrett will review written petitions from District property owners who believe their benefit charges should be reduced. The review board will make recommendations to the Board of Fire Commissioners regarding adjustments, if any, to ensure charges are true, fair, and just.

The deadline for submitting petitions is January 31st, 2025, at 4:30 PM. The Board will reconvene on February 19th, 2025, at 5:00 PM to discuss the review board's findings and recommendations. Petition forms may be located on our website: https://southkingfire.org/325/2025-FBC-Petition. Petitions should be submitted to the finance department at fbc@southkingfire.org. Motion was seconded by Commissioner Burrus. Motion carried unanimously.

RESOLUTION 665 – DELEGATING AUTHORITY TO EXECUTE BRIC PROGRAM

Acting Chief Crossen read Resolution 665 into record. Commissioner Vadino moved approval of Resolution 665. Motion was seconded by Commissioner Gates. Motion carried unanimously.

ADMINISTRATIVE TEAM REPORT

Acting Chief Crossen noted that all the Commissioners should have received their Staff Reports. He asked if the Commissioners had any questions from staff. Commissioner Fuller thanked the four (4) firefighters that traveled to California. Acting Chief Crossen added that they returned on Saturday night, they had a 2-day rest period that they have just completed and they will be back on their regular shifts soon. Acting Chief Crossen added that he is working with the City of Federal Way as they would like to recognize the firefighters, and the City of Des Moines has inquired about recognizing them as well. We would like to see everyone that played a part in this deployment be recognized, including the Fleet and Logistics divisions

JANUARY BUDGET

Executive Director Ganem noted that we are off to a good start this year. January is typically a higher month for us as we process vouchers and claims that overlap from the previous year. We also have a number of budgeted positions that have not been filled yet. We are currently under budget by 1.16%.

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

Mid-Month Utility Warrants (#120072-120090) totaling	$123,166.33
Accounts Payable Warrants (#120091-120180) totaling	$1,432,641.01
Payroll Direct Deposit Document for 214 indiv. DD006176-006389 totaling	$1,649,334.99
Payroll Electronic Federal Tax Payment totaling	$357,565.41
Medical Claims as of January 21, 2025	$265,580.81
TOTAL approval	$3,828,288.55

APPROVAL OF VOUCHERS

Commissioner Baruso requested a Motion and a second to approve tonight's vouchers. Commissioner Gates made a Motion to approve the January vouchers. Motion was seconded by Commissioner Fuller. Motion carried unanimously.

EXECUTIVE SESSION

At 1717 hours Commissioner Baruso reported that the Board will convene into Executive Session per RCW 42.30.110 (1) (i) to discuss with legal counsel representing the agency matters relating to agency enforcement actions or discuss with legal counsel representing the agency litigation or potential litigation to which the agency. The governing body or member acting in an official capacity is or is likely to have a party with public knowledge regarding discussions likely result in an adverse legal or financial consequence.

Joining the Board in Executive Session will be Executive Director Ganem, Executive Secretary Perry, Finance Supervisor Barrett and Legal Counsel. At this time we will recess for 2 minutes to get everyone transferred into the 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 minutes recess to get everyone transferred back into the Regular meeting.

At 1749 hours Executive Session was extended 15 minutes.

At 1804 hours Executive Session was extended 10 minutes and Finance Supervisor Barrett left Executive Session.

At 1814 hours Executive Session was extended 30 minutes.

At 1844 hours Executive Session was extended 30 minutes.

At 1845 hours Executive Director Ganem and Executive Secretary Perry left Executive Session.

At 1914 hours Executive Session was extended 5 minutes.

At 1919 hours Executive Session ended and we began the transition back to the Regular Meeting.

At 1921 hours Commissioner Baruso reported that we are out of Executive Session and have resumed the Regular Meeting.

Commissioner Vadino moved that Executive Director Ganem and staff notify former Chief Al Church of the District's intent to recover District funds that the Washington State Auditor deemed to be misappropriated, as further reflected in the SAO Accountability Audit and Findings report and the District's comprehensive internal audit. Motion was seconded by Commissioner Burrus. Motion carried unanimously.

Commissioner Burrus moved to extend the deadline as to issuance of a report pertaining to the District's investigation of time and attendance records, to Tuesday, March 25, 2025. Motion was seconded by Commissioner Vadino. Motion carried.

The meeting adjourned at 1722 hours.

COMMISSIONER (CHAIR)

COMMISSIONER (VICE CHAIR)

COMMISSIONER

COMMISSIONER

COMMISSIONER

BOARD SECRETARY