SOUTH KING FIRE AND RESCUE
REGULAR MEETING
BOARD OF FIRE COMMISSIONERS
July 28, 2020
Virtual Meeting Via Conference Call Only
5:00 PM
AGENDA

1. Call to Order

2. Pledge of Allegiance

3. Approval of Minutes from the Regular Meeting on June 23, 2020

4. Commissioners Comments

5. Public Comments – *To Reduce the Risk of Exposure Due to COVID-19* we will not be accepting in-person, verbal comments during this meeting. Alternatively, during the regular order of business, those wishing to provide comment will need to send an email to (lauri.perry@southkingfire.org) or provide it in written format. The deadline for comments is 5:00 pm on July 28 2020, the comments will be forwarded to the Board of Commissioners and will be attached to the minutes.

6. Commissioner Committee Reports

7. Administrative Team Report

8. July Budget

9. Approval of Vouchers

10. 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 23, 2020
Virtual Meeting per Governor Inslee's Proclamation
Station 68

Commissioner Gates called the regular meeting to order at 1700 hours with Commissioners Rickert, Fuller, Berger and Thompson in attendance via the virtual meeting. Board Secretary Lauri Perry recording.

The Pledge of Allegiance was led by Commissioner Rickert

APPROVAL OF MINUTES
Commissioner Gates asked for the approval of the Regular Meeting Minutes of May 26, 2020. Commissioner Berger made a motion. Motion was seconded by Commissioner Rickert. Motion passed unanimously.

COMMISSIONER COMMENTS
Commissioner Rickert noted that he has participated in the same meetings that he did the last couple of months, several COVID-19 conference calls with King County EMS and Federal Way Emergency Management. He hopes everyone is staying safe.

Commissioner Berger noted that he is part of Federal Way Rotary and they typically hold weekly meetings, however unfortunately they haven't been able to hold a meeting since mid-March due to COVID, he inquired what is the timeline for them to be able to hold meetings in person, he wasn't able to find anything because via the County or State as it isn't a business meeting. AC Goodsell noted that they could hold virtual meetings at this time, however to hold meetings in person, they will probably have to wait until Phase 3 for gatherings over 50 people.

Commissioner Thompson noted that he has been participating on the King County EMS COVID conference calls, they are getting shorter and shorter and they are only being held 3 days a week Mondays, Wednesdays and Fridays. King County is going to continue to support the Zone Coordinator, this is a very valuable tool that all of the departments are using to communicate. Commissioner Thomason has also participated in the City of Federal Way Emergency Management and the 30th District Legislative COVID update conference calls. Governor Inslee announced at his press conference that face coverings/masks are mandatory to wear effective Friday, June 26.

Commissioner Fuller stated that he rode in the fire engine in his neighborhood to celebrate the last day of school, it was a lot of fun. He attended the City of Federal Way Mayors update it appears that they have about a $3.5 M deficit right now.

Commissioner Gates noted that he is tired of this pandemic.

PUBLIC COMMENTS
Commissioner Gates noted that due to COVID-19 and the virtual meeting all public comments were to be submitted in writing prior to 5:00 pm today we have not received any public comments at this time.

COMMISSIONER COMMITTEE REPORTS

Commissioner Gates reported that he and Commissioner Rickert attended a virtual Budget, Finance and Audit committee meeting. It appears that we are spending more each month than we are taking in, we will be holding monthly budget meetings.

AC Crossen added that he recently sent out an email to All Department Personnel and the Commissioners in talking with others in the zone, they are all experiencing the same situation with budgets that we are. Chief Pennington added that it is important to see what our 2nd half property tax collections are going to look like, our most important asset is our personnel.

Commissioner Gates added that Commissioner Berger will be replacing former Commissioner Fossos on all of his committees.

ADMINISTRATIVE TEAM REPORT

A/C Goodsell noted that he had 3 reports;

- In regards to the CARES program, low acuity call response, this year they have responded to 250 calls for service, 409 referrals, 158 patient enrollments and have 150 enrollments closed.
- Lt. Cahan has transitioned back to FMO after being on shift for a few weeks to assist with staffing during the height of COVID. Lt Holland is still on shift, she will be transition back to FMO in September. The Deputy Fire Marshals have been busy with all of the new construction, they are starting to get out to the businesses that need to have permits issued.
- Capt. Chaney reported that it is difficult times, they are still trying to find ways to communicate with our citizens. They are still doing birthday drive-byes these have been a popular event. We have provided the link to the Recruit Graduation for live video, due to COVID the attendance is very limited. With people getting outside enjoying the great weather we have provided some additional information on our website to keep people safe and also provided some safety tips for fireworks and the upcoming July 4th holiday.

AC Crossen noted that the July 4th IAP has been discussed, we will be up staffing an extra engine and BC we will be ready for whatever the day brings us. The Recruits will be graduating on Thursday, June 25th, due to COVID attendance is limited to immediate family members and instructors they will be starting their first shift as early as Sunday. He added that he is the Zone 3 Ops Chief Representative on the PSERN committee, the most recent update is that the PSERN radios will be deployed January 2022. The Training Division is continuing to update the calendar and the BC's are trying to get their staff more training opportunities. The Lieutenant, Captain and BC promotional tests have been postponed until September.

Chief Pennington added that we received letters from Chief Hwang, Chief of FWPD and Chief Thomas, Chief of DMPD thanking us for providing their police departments with some essential supplies during the start of COVID.

JUNE BUDGET

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

Mid-Month Utility Warrants (114212-114235) totaling	$399,895.97
Accounts Payable Warrants (114236-114325) totaling	$983,591.79
Payroll Direct Deposit Document for 183 indiv. DD021095--021277 totaling	$1,166,390.58
Payroll Warrant for 0 individual #	$0
Payroll Electronic Federal Tax Payment totaling	$247,717.00
TOTAL approval	$2,797,595.34

Kelsey added that we are at 50.04% for the year, and our monthly Medical Claims are $181,736.62.

Chief Pennington added that the medical reporting has never been done, however we will start reporting this information each meeting.

APPROVAL OF VOUCHERS

Commissioner Gates noted that since this is a virtual meeting and the Board will not be signing the vouchers tonight, he requested a Motion and a second to approve the vouchers. Commissioner Rickert made a Motion to approve the vouchers. Motion was seconded by Commissioner Thompson. Motion passed unanimously.

Commissioner Rickert asked about incorporating some social programs into our CARES Program. Commissioner Thompson added that the CARES Program is designed for EMS responses. Commissioner Fuller asked if FWPD and DMPD are aware of the program. AC Goodsell added that Capt. Bellinghausen had given an extensive presentation to both FWPD and DMPD about the CARES Program when it was first started, we will continue to work with them on social services available via this program. There was a lot of discussion about this.

Meeting adjourned at 1750 hours.

DRAFT

COMMISSIONER (CHAIR)

COMMISSIONER (VICE CHAIR)

COMMISSIONER

COMMISSIONER

COMMISSIONER

BOARD SECRETARY