SOUTH KING FIRE AND RESCUE
REGULAR MEETING
BOARD OF FIRE COMMISSIONERS
June 23, 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 May 26, 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 June 23 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. June 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
May 26, 2020
Virtual Meeting per Governor Inslee's Proclamation
Station 68

Commissioner Gates called the regular meeting to order at 1700 hours with Commissioners Rickert, Berger and Thompson are 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 Special Meeting Minutes of April 28, 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 last month, 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 registered for an upcoming seminar Roles, Personnel, Duties and Finances led by Brian Snure. He recently completed an online course on the State AGs office on PRA and Open Public Meeting Act, this satisfies the Audit requirement for newly elected officials to take the class in the first 90 days. Commissioner Berger added that he has looked at the list of commissioner committee assignments and all of Fossos's assignments are fine with him if you want to substitute him for Commissioner Fossos or he is okay with whatever changes Commissioner Gates would like to make.

Commissioner Thompson noted that he has been participating on the King County EMS COVID conference calls, they are down from 6 days a week to 3 days a week currently the conference calls are being held on 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 to. Commissioner Thomason has also participated in the City of Federal Way Emergency Management and the 30th District Legislative COVID update conference calls.

Commissioner Gates also hopes everyone is staying safe and healthy.

Commissioner Gates noted that IT Assistant Jaden Hassell is on the phone with Commissioner Fuller trying to get him connected to the meeting.

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 wasn't aware of any committee meetings.

RESOLUTION No. 577 – CHANGING THE MEETING LOCATION OF REGUAR BOARD MEETINGS
Chief Pennington read Resolution 577 into record. Commissioner Thompson made a Motion to accept Resolution 577. Motion was seconded by Commissioner Berger. Commissioner Gates added that we hold two (2) meetings each year at Station 67, June and December, however right now Statin 67 is being used as an Emergency Operations Center so we will be moving this year's meetings to Station 68. Motion passed unanimously.

ADMINISTRATIVE TEAM REPORT
A/C Mataftin reported that the COVID team is continuing to make some positive changes. A DMPD officer went in for an elective procedure, however he tested positive and was asymmetric up to that point, as it turns out DMPD is down about 14 officers they are scheduled to come off quarantine tomorrow. We have taken delivery of our new PPE Masks, they are reusable with replaceable filters and supposedly more comfortable to wear for longer durations than the N95 masks. The new masks are made by the same manufacturer as our breathing apparatus.

A/C Crossen added that we are starting to have at more normal days in operations, we have started training a little bit while wearing masks and practicing social distancing and started training with our zone partners a little more. The goal is to have a much more normal training schedule on July 1st, so for the last 2 weeks of May and June we will be ramping things up. We are also starting to get out more and do thing we used to do on a day in day out basis. We are in the planning stages of July 4th, we have meetings scheduled with Des Moines and Federal Way with all of the public shows being cancelled we are anticipating that there could be more private shows to deal with. We will be up staffing that day and following our normal plan. The Zone plans to get the July 4th IAP out by June 18th, so we will have it a couple of weeks early. AC Crossen is already having budget discussions with Joe Ganem about next year. Our days are starting to look more normal.

A/C Chaney reported that we are in great shape in regards to PPE and COVID we still have about 55% of the supplies that we started with, this does not include the reusable masks and reusable gowns that we recently received or that are on order. We also received 1,000 mask from the King County stash. The Boat is back in the water after Facilities did a maintenance on it, there is nothing on it that isn't working hopefully we can make it through the rest of the year without any problems. When the Aid Cars come in to be serviced they will go through a decon process at Station 61 with the HazMat team to protect our people.

Mary Stevens added that we have been victim to the fraudulent unemployment claims being filed with the state due to COVID, we have had 21 members of our department impacted, by these fraudulent claims. We have reached out to the effected members and followed up with the State, to let them know these claims are fraudulent.

Joe Ganem noted that the finance team has been busy finalizing the state report that is due at the end of the month it will likely be uploaded to the State Auditors site tomorrow this is a little bit later than we normally like to do it but our attention has been all across the board. We did submit for a grant

opportunity a week or two ago we have also been searching for any remaining grant opportunities to see what we would qualify for, between that, filing for the election and the state report lots of deadlines to meet. Beginning next week we will begin our department education campaign on educating the public from the departments prospective on the M & O, this will likely include a newsletter and letters that will go to the FW Mirror and etc. more to come on this.

Chief Pennington reported that its busy times, he has met with President Herrera a couple of times in the last week and a half, they have been good productive meetings. Met with the Zone 3 Fire Chiefs to discuss the service level agreement with Valley Comm, we will have a couple more meetings to hopefully finalize the agreement. There will be a recruit graduation it will only include the instructors, the recruits and their families, it will be broadcast on Facebook June 25th at 4:00 pm we will forward you this information in the next couple of days.

Chief Pennington recognized the retirement of Lt. DeGagne 30 years of service he retired last week, and Chris Boone who has been appointed to Deputy Fire Marshal. There have been a lot of folks that have been promoted or appointed that we haven't been able to recognize when we get to the point that we can hold a meeting in person, we will recognize all of the promotions and appointments.

Chief Pennington added that our COVID task force core team consists of AC Mataftin, AC Goodsell, Captain Smith, Lt. Nielsen and Lt. Willett, he cannot say enough about the work that they have done internally and externally. Captain Smith, Lt. Nielsen and Lt. Willet will be going back to shift in June, we will continue to utilize their expertise, monitor the situation, engage and we will bring them back to days if they are needed.

MAY BUDGET

Executive Director of Business Operations Joe Ganem read into record the list of expenditures for the month of May. We are currently .47% over budget for the month of May, some of the COVID invoice have come in, we have submitted for reimbursement.

Mid-Month Utility Warrants (114115-114143) totaling	$333,692.77
Accounts Payable Warrants (114144-114211) totaling	$1,070,651.00
Payroll Direct Deposit Document for 185 indiv. DD020910--021094 totaling	$1,154,817.63
Payroll Warrant for 0 individual #	$0
Payroll Electronic Federal Tax Payment totaling	$242,963.68
TOTAL approval	$2,802,125.08

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 Berger made a Motion. Motion was seconded by Commissioner Thompson. Motion passed unanimously.

Meeting adjourned at 1753 hours.

COMMISSIONER (CHAIR)

COMMISSIONER (VICE CHAIR)

COMMISSIONER

COMMISSIONER

COMMISSIONER

BOARD SECRETARY

SOUTH KING FIRE & RESCUE IS AN EQUAL OPPORTUNITY EMPLOYER