SOUTH KING FIRE & RESCUE
April 26, 2022
Station 68 and Virtual

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

The Pledge of Allegiance was led by Commissioner Thompson.

APPROVAL OF MINUTES

Commissioner Gates asked for approval of the Regular Meeting Minutes from the March 24, 2022 meeting. Commissioner Thompson moved we approve the minutes for March 24th. Motion was seconded by Commissioner Vadino. Motion carried unanimously.

Commissioner Gates asked for approval of the Special Meeting Minutes from the April 14, 2022 meeting. Commissioner Thompson moves the approval of the Special Meeting minutes for April 14th. Motion was seconded by Commissioner Fuller. Motion passed unanimously.

Commissioner Gates asked for the approval of the Special Meeting Minutes from the April 18, 2022 meeting. Commissioner Thompson moved approval of the Special Meeting for April 18th minutes. Motion was seconded by Commissioner Fuller. Motion passed unanimously.

COMMISSIONER COMMENTS

Commissioner Thompson reported not much going on, however he has one thing that he would like to bring forward a membership for the District in NAEFO, The National Association of Emergency and Fire Officials. He would like the District to join so we can participate in different events. The Chairman – President of NAEFO happens to be a Commissioner on Vashon Island. Commissioner Thompson moved that we approve the membership for NAEFO for 2022. Motion was seconded by Commissioner Fuller. Motion carried unanimously. There was some additional discussion to listen to the audio recording on our website http://southkingfire.org/Calendar.aspx?EID=206. Commissioner Thompson added that their annual meeting and training is in September in Las Vegas. After some additional discussion Commissioner Thompson moved that we register some staff members and board members to attend the 2022 NAEFO Conference in September. Motion was seconded by Commissioner Fuller. Motion carried unanimously.

Commissioner Berger apologized for having difficulty connecting his speakers earlier in the meeting and he thanked Ryan Herrera and Jaden Hassell for reaching out to him and helping to get him connected.

Commissioner Fuller noted that he appreciates the monthly reports, it truly shows how busy everyone is and he understands that a lot of time goes into writing these. In regards to the OHA (Organizational Health Assessment) he has participated in a number of surveys when he was with Weyerhaeuser, however he has never seen a response rate like our organization got at 82%, that is outstanding and

it indicates a lot on interest by everyone and wanting to be heard. He is interested to see what the responses are and what we can learn from them.

Commissioner Vadino mentioned that she appreciated the nice staff.

Commissioner Gates had no comments.

PUBLIC COMMENTS
There were no public comments.

COMMISSIONER COMMITTEE REPORTS
There were no Commissioner Committee Reports.

ADMINISTRATIVE TEAM REPORT

Chief Mataftin

Chief Mataftin noted that as Commissioner Fuller indicated the OHA is proven to be pretty successful and the overall return rate. We are looking forward to see what comments and concerns have been made, we should receive this information by mid-May.

We have completed the review of the Lateral Firefighter Applicants, we have paired it down to 21 candidates, the interviews will be held on May 2nd, 3rd and 4th. Hopefully we will have a good list of potential lateral hires, this will be the first time in department history that we have hired for lateral firefighters.

Our new boat went in the water last week. The factory reps came up and conducted the initial training for the pilots. They also participated in a King County Sheriff Swat Simulation over two (2) days in Seattle, Elliott Bay area, with King County Sheriff, WSP and the Coast Guard; a well-rounded and great training exercise.

Director Lee is excused from the meeting.

Fleet and Facilities
AC Chaney reported that Ken is in Oregon doing final inspections on the new engines. We are in the process of conducting interviews for the Facilities Supervisor. So far, we have interviewed 15 candidates and we will be advancing 6 strong candidates to the final interview process next week.

We will be meeting tomorrow on Officer Development, we will be looking at where we are at and getting their input. AC Chaney is continuing to work with AC Goodsell on health and safety as the transition continues.

FMO
AC Crossen reported we are advertising for positions inside the Prevention Office. We could have multiple open positions in the division in the next six (6) months. We are waiting for people to apply for these positions. We are currently assessing the program we allow our contractors to use to input

data about fire sprinkler systems and fire alarm systems and all those things. We are looking at a product that does a lot more things for our office and it does a lot more work than our current vendor. Most of the departments around us are using the new program and if we were to change, our customers would appreciate it.

Division Chief

Division Chief Smith reported that there is lots going on. A few noteworthy things in training and operations: Our CBT Instructor Workshop is 100% designed on growing and developing our own CBT Instructor's internally with the assistance of Captain McDonald. This will include bringing in some outside speakers and historically we have waited for content to be delivered from the county. We are going to step up our game a little bit and provide some extracurricular training and growth opportunities for the CBT Instructors.

Operationally speaking, some of our members have taken on the role of assisting with developing and updating some formally developed JPR manuals for aerial operator enforcement for members assigned to the ladder truck. We've noticed some deficiencies in trying to fill that role of who can operate the aerial ladder with proficiency and safety given the growth in our aerial ladder usage. Members of L364 have been working in collaboration with the zone and the zone training officers and just finished this up. We will be implementing this internally soon and then it will grow into the consortium.

Technical Rescue completed the rescue technician training, between Zone one and Zone 3 there were about 100 students trained on the 4 major disciplines of rescue.

Our Hazardous Materials Team got a State grant, for replacing some of their more expensive equipment.

We are prepping for wildland fire season. We have finished up the online portion yesterday and we've got some more in-person training coming up for the annual refresher for our wildland folks.

We will be hoisting the CERT final hands on drill exercise at Station 68 for the Community Emergency Response Team. This is in cooperation with the City of Des Moines Emergency Management. We were notified that our EOC was awarded the Capstone Project by students enrolled in Emergency Management program through Pierce College. They will be assist with developing all of the tasks.

Health & Safety & CARES

AC Goodsell reported that both Chief Chaney and Chief Crossen talked about some of the programs that he is helping implement and transition to them. In addition, he is working with an agency that will help us with funding through Medicaid. It's their Treat and Refer Program that's offered through the Washington Healthcare Agency. We are making application so that we can become a provider and capture funds for those Medicaid patients that we see in the field and don't transport to the emergency department. It is work that we are already doing, it's just a matter of getting signed up and becoming a billable provider and then documenting the work that we are doing through CARES; and in cases where operations treat somebody in the field then refer them to a more appropriate healthcare provider.

Human Resources
Director Stevens reported that we have had a lot of traffic coming in and out of the station for interviews; it's an exciting time. Director Stevens thanked Summer Shirey for her help keeping everything moving and notifying all of the candidates.

Executive Director
Executive Director Ganem clarified information noted by Commissioner Fuller on the OHA. 86% of our personnel completed the OHA Survey, not 82%. We were pleased with that sort of response and participation.

As Chief Smith mentioned we received a Hazardous Materials Grant. Just a quick shout out to LT. Greg Willett for his work on the grant. They received $22,000, so that was very helpful.

Also Lt. Brooks Werner, Chief Smith and Fleet Supervisor Ken Brumet worked on a $100,000 grant proposal for the Department of Wildland. We haven't heard anything yet but we are keeping our fingers crossed.

The Business Team has been extremely busy. We got through the Audit and the Annual State Report has been reviewed. It looks excellent and we are going to be able to file it in record time.

We went through the HR Generalist hiring process and as Chief Chaney mentioned, we've been doing the Facilities Supervisor interviews this week. We have final interviews next week. We have a great pool of candidates so we're really excited about that.

All-in-all, things are going quite well. At the present time, we are 2.04% under budget for the year. There are a few reasons why we are under budget. We have a few positions that were budgeted for however, they have not been filled and a few other things that we anticipate diving into in the next few weeks. We also have some line-items that are starting to go beyond where they should be at this point of the year.

APRIL BUDGET
Finance Supervisor Kelsey Barrett read into record the list of expenditures for the month of April.

Mid-Month Utility Warrants (#116453-116474) totaling	$308,819.06
Accounts Payable Warrants (#116475-116548) totaling	$1,114,627.59
Payroll Direct Deposit Document for 188 indiv. DD025155-0225342 totaling	$1,298,540.24
Payroll Warrant for 0 individual #	$0
Payroll Electronic Federal Tax Payment totaling	$286,802.18
Medical Claims as of April 19, 2022	$157,930.66
TOTAL approval	$3,166,719.73

APPROVAL OF VOUCHERS
Commissioner Gates requested a Motion and a second to approve tonight's vouchers. Commissioner Berger moved the approval of the vouchers. Motion was seconded by Commissioner Fuller. Motion carried unanimously.

Meeting adjourned at 1742 hours.

COMMISSIONER (CHAIR)

COMMISSIONER (VICE CHAIR)

COMMISSIONER

COMMISSIONER

COMMISSIONER

BOARD SECRETARY