SOUTH KING FIRE
October 28, 2025
Station 68 and Virtual

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

The Pledge of Allegiance was led by Mary Stevens.

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

APPROVAL OF THE MINUTES

Commissioner Baruso requested a Motion and a second to approve the September 23, 2025, Regular Meeting Minutes. Commissioner Gates moved approval of the September 23, 2025, minutes. Motion was seconded by Commissioner Vadino.

COMMISSIONER COMMENTS

Commissioner Fuller reported that it was great to receive the $50,000 grant from the Gary Sinise Foundation and Amazon. It was a very nice event, and he really enjoyed watching the Marine Team playing with their new Night Vision Goggles.

Commissioner Burrus noted that he attended the Washington State Fire Commissioners Association Conference last week. One of the presentations was on Hiring a Chief, it's pretty timely for our process and it was encouraging to see that our process seems to closely mirror what was presented.

Commissioner Vadino reported that she also attended the WFCA Conference she took a session on planning, funding and communicating capital projects, which is also relevant to our current situation. She also attended the Fire Chief recruitment session, which was very interesting and relevant to our current situation. Commissioner Vadino added that she also attended the Gary Sinise and Amazon event, the Night Vision Goggles that our Marine Team received via the grant are really cool and will be great addition for the Marine Team.

Commissioner Gates had no comments.

Commissioner Baruso noted that he also attended the Commissioners Conference, he attended a session on volunteers. It was an interesting session; they also talked about retention and valuing our employees. He added that the younger generation are not leaving their current employer because of benefits; they are leaving because they do not feel valued.

PUBLIC COMEMNTS

There were no public comments.

COMMISSIONER COMMITTEE REPORTS

Commissioner Vadino reported that our Fre Chief Hiring Committee met with our consultant on October 9th and discussed the interview process. The meeting notes are in your packet.

Commissioner Vadino noted that the Budget, Finance and Audit Committee met with the Auditors on October 13th for the Exit Conference the meeting notes are in your packet. Commissioner Gates added that we had a clean audit and a good report from our Auditor.

Commissioner Vadino added that the Policy and Procedure Committee met on October 13th to review the Commissioners' feedback on the draft Guidelines. We are still waiting on receiving some feedback on the Guidelines and we are having some problem with formatting the document. The committee also met on October 21st to review the feedback that we have received.

PROMOTIONAL PROCESS PRESENTATION

Deputy Chief Winter and HR Supervisor Gamble gave a presentation on our promotional process. Please listen to the recording of the meeting for the presentation.

ADMINISTRATIVE TEAM REPORT

Executive Director Ganem thanked DC Winter and HR Supervisor Gamble for presentation on our promotional process. He added kudos to our Finance Manager Barrett and her team for a clean audit. This includes making sure our staff are following our policies and proper coding of the invoices.

Executive Director Ganem added that we have signed a contract with Kidder Mathews to represent us in selling the 320th property. Executive Secretary Perry and AC Suckoll have attended some meetings with Kidder Matthews, and we are engaging with some third-party consultants to facilitate the process and working with the City of Federal Way to make sure we know what their requirements will be before the property goes on the market. There was some illegal dumping on the 320th property that took place and some new inhabitants living on the property. The team is working to get this cleaned up and we are looking at some type of security for the property.

Last year the Commissioners approved our Vehicle Use Policy, we came back to the Board and asked for a slight modification via Motion by the Board. Tonight, we are going to request you consider another update to the policy. Our Fire Marshall has the duty and responsibility to sometimes respond outside our normal business hours and there have been several occasions when he has responded on the weekends for things like occupancy violations. The Admin Ops team met today and discussed the possibility of having a rotation for the Chief Officers to make sure we have adequate coverage, especially as we go into fall and the threat of the high winds tonight. Commissioner Vadino made a Motion to amend the policy to include the Fire Marshal. Motin was seconded by Commissioner Fuller. Motion passed.

Executive Director Ganem added that tonight is Mary Stevens last Commissioner meeting. Mary has been with us for 18 years, which includes a lot of history, a lot of good times, and some challenging times. Mary has definitely put in her time, and we will be celebrating her tomorrow before the Biz Ops meeting. Mary thanked everyone and added that it is very humbling, happy and sad all at the same time. She added that she has always tried very hard to serve the district well.

OCTOBER BUDGET

Executive Director Ganem reported that we should have spent 83.33% of our budget. We closed out the month of October at 79.32%, which puts us at 4.02% under budget for October, (there was an error in the formula and it should read we closed out the month of October at 79.31%). We have a number of unfilled positions and salary savings this year. We will be talking with the Budget, Finance

and Audit Committee about utilizing our positive financial position and transferring some funds into our reserve accounts. We will also be discussing placing an order for some new engines and paying for them out of our Capital Fund.

Finance Manager Barrett read the list of expenditures for the month of October into record.

Mid-Month Utility Warrants (#121025-121040) totaling	$88,715.18
Accounts Payable Warrants (#121041-121144) totaling	$1,806,896.08
Payroll Direct Deposit Document for 226 indiv. DD008129-008354 totaling	$1,906,266.71
Payroll Electronic Federal Tax Payment totaling	$455,482.00
Medical Claims as of October 21, 2025	$387,771.54
TOTAL approval	$4,645,131.51

APPROVAL OF VOUCHERS

Commissioner Baruso requested a Motion and a second to approve tonight's vouchers. Commissioner Gates moved approval of the October vouchers. Motion was seconded by Commissioner Vadino. Motion passed.

EXECUTIVE SESSION

At 1755 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 Secretary Perry, HR Supervisor Gamble and legal counsel. Executive Session will end at 1825 hours unless extended.

At 1825 hours Executive Session was extended until 1840 hours.

At 1840 hours Executive Session was extended until 1850 hours.

At 1850 hours Executive Session was extended until 1900 hours.

At 1900 hours Commissioner Baruso reported that we are out of Executive Session and have resumed the Regular Meeting with no further action the meeting is adjourned.

The meeting adjourned at 1900 hours.

COMMISSIONER (CHAIR)

COMMISSIONER (VICE CHAIR)

COMMISSIONER

COMMISSIONER

William S. Faller
COMMISSIONER

Lauri W Pemberton
BOARD SECRETARY

SOUTH KING FIRE IS AN EQUAL OPPORTUNITY EMPLOYER