SOUTH KING FIRE
October 29, 2024
Station 68 and Virtual

Commissioner Baruso called the regular meeting to order at 1700 hours with Commissioners Gates, Vadino, Gates, Fuller and Burrus 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 September 24, and the Special Meeting Minutes from October 14, 2024. Commissioner Burrus made a Motion to approve the minutes. Motion was seconded by Commissioner Gates. Motion carried unanimously.

COMMISSIONER COMMENTS

Commissioner Gates had no comments.

Commissioner Vadino had no comments.

Commissioner Burrus reported that it is nice to see a lot of faces again.

Commissioner Fuller had no comments.

Commissioner Baruso thanked everyone for attending the meeting tonight. He has noticed that it has been a tough year and he appreciates reading the Rotational Highlights and thanks to the crews and everyone else.

PUBLIC COMMENTS

There were no public comments.

COMMISSIONER COMMITTEE REPORTS

There were no Commissioner Committee reports.

STRATEGIC BRIDGE PLAN

Seth Rosenbloom gave a presentation on our Strategic Bridge Plan (SBP) including the progress that we have made. The Strategic Bridge Plan was adopted by Leadership and the Commissioners in February 2023. This was to prepare the District for the future and addressed needs and opportunities that surfaced during the District wide Organizational Health Assessment that was conducted in 2022. The SBP defined 20 objectives across four strategic pillars. The four strategic pillars were:

- Funding

Voters' overwhelmingly approved the FBC at 65.28% during the Primary Election in 2024. The FBC will be collected in April and October beginning on January 1, 2025, for six (6) years.

In 2025, South King will establish a new two-part funding system authorized under RCW 52.18 referred to as a Fire Benefit Charge.

$1.00 per $1,000 AV + FBC (square footage, Sue and Risk) = Total Annual Fire Assessment

- Property Tax Collection drops to maximum $1.00/$1,000
- Can supplement up to 60% of Total Operating Budget
- Fee is based on number of resources necessary and amount of risk on each property
- Allows for the same level of service despite factors as determined by Board of Fire Commissioners
- Provides for Exemptions RCW 52.18
- Formula Based on:
    - Fire flow
    - Resources to deliver fire flow
    - Risk profile of structure
        - Square footage, building classification and hazards

Benefit Charge Process

- Board of Fire Commissioners sets the total benefit charge for South King Fire (SKF) in Fall 2024
- The charge is apportioned throughout the properties within the Fire District's jurisdiction using the adopted formula.
- SKF notifies the County Treasurer of the charges to be included as a separate item on the annual tax statements
- Property owners are afforded an opportunity to appeal during the petition period – Late January to early February 2025.
- Collection in April and October

Revenue Summary:

- AV's are up 5% plus in South King Fires jurisdiction
- Double King County projected AV's this time last year (2%)
- South King Fire's regular levy revenue drops – 28.8% with the FBC in place
- Approximately - $12M
    - From $1.50 to $1.00 per $1,000 AV
- 4-year Maintenance and Operations Levy Expires December 31, 2024 ($3.75M per year)

MIH UPDATE

Deputy Chief Defenbaugh gave a presentation on the MIH Program. The MIH Activity and Impacts to date:

Total Proactive visits – 134
Successful Proactive visits – 112
Care coordinated calls – 317
Added to the scene – 6
Total Patient Contact Year to Date – 570

    - Our voters overwhelmingly supported the 2024 Fire Benefit Charge (FBC that provides stability and growth for 2025 and beyond
- Accountability
    - Employees in all divisions and roles are held to a consistent high standard of job performance and integrity
- Leadership
    - South King Fire builds trust, creates cohesion across divisions, serves employees, public partners and the community with mission focus
- Internal Communication
    - Communications within the District creates visibility, clarity and keeps everyone informed to continually improve our service to the community

An Actionable Plan

- From the Administration to Operations, people set objectives, did the work, measured the outcomes
- SBP required thought and energy over and above peoples "day jobs"
- Sizable majority of the strategic objectives are now implemented, with a few still in-progress through the end of the year

Key Accomplishments

- Marketing and outreach the supported the passage of the Fire Benefit Charge
- District-wide annual employee evaluation process
- On-line employee portal providing faster access to forms employees need (ERC)
- Transparent promotion practices
- Improved communications between Battalion Chiefs and companies

Deferred to the Next Strategic Plan

- Budget and capacity constraints kept some items from being implemented
    - A district-wide business and operations planning function
    - A project management capability
- Adding to South King's Response Capacity
    - In the 2022 OHA survey, Firefighters asked for increased Battalion Chief presence
    - This year, peer agencies were looked at to understand their Battalion Chief-to-Company ratio
    - The next strategic plan should evaluate overall staff increases to support South King's response capacity
- Next Steps
    - Wrap-up underway to document leadership training opportunities
    - Kick-off for next year's strategic plan

FBC PRESENTATION

Executive Director Ganem gave a presentation on the Fire Benefit Charge (FBC). The FBC was one of the major objectives in the Strategic Bridge Plan and we have accomplished it. This is something that the District has been trying to achieve for many, many years and we are finally there. Moving forward, every year we are required to do a presentation on the FBC amount, per RCW 52.18.060

Frequent 911 Utilizer Impacts:

- One individual we have responded to 25 – 911 calls between January – June after MIH made contact with them and assisted in resources, we have responded to 17 times between July and the end of October.
- Another individual has called 911, 14 times between January – June. After MIH worked with them, they have called 911, 0 times between July and the end of October.

It's nice that our call volume is going down with the assistance of the MIH program but the biggest thing to remember is that we have assisted in improving the standard of living for these individuals by providing resources that they weren't aware of or didn't know how to obtain.

ADMINISTRATIVE TEAM REPORT

Chief Van Valkenburg mentioned that all of the Commissioner should have received their October Staff Report, any questions? Chief added that we are seeing an increase in Operational staffing. This is a good thing, it helps spread the workload a little bit and it helps to have a few more resources and service available. Also, a reminder that every firefighter that we hire brings a lot of work with it. Especially when it comes to JATC training, education and mentoring. Chief Van Valkenburg talked a little about our budget process which allows our Supervisors, Directors and team leads the opportunity to present their budgets with their priorities for 2025. This is a unique process and very beneficial to our staff.

OCTOBER BUDGET

Executive Director Ganem noted that for the month of October we are right on target. We should be at 83.33% expensed and we are currently at 83.02% for the year. We are .031% under budget.

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

Mid-Month Utility Warrants (#119734-119751) totaling	$ 42,790.37
Accounts Payable Warrants (#119752-119843) totaling	$1,502,061.47
Payroll Direct Deposit Document for 214 indiv. DD005322-005535 totaling	$1,544,899.01
Payroll Electronic Federal Tax Payment totaling	$ 329,957.91
Medical Claims as of October 22, 2024	$ 240,065.75
TOTAL approval	$3,659,774.51

Voided Direct Deposit Numbers 005318-005321

APPROVAL OF VOUCHERS

Commissioner Gates made a Motion to approve the vouchers. Motion was seconded by Commissioner Burrus. Motion carried unanimously.

EXECUTIVE SESSION

At 1758 hours the Board convened 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 to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the

governing body or a member acting in an official capacity is, or is likely to become a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency. Action may or may not be taken after Executive Session.

Joining the Board in Executive Session will be the Executive Secretary Perry and Legal Counsel.

At this time we will recess for 2 minutes to get everyone transferred into 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 over to the Regular Meeting.

At 1800 hours Executive Director Ganem and Finance Supervisor joined the Executive Session.

At 1830 hours Executive Session was extended 15 minutes.

At 1845 hours Executive Session was extended 5 minutes and Executive Director Ganem and Finance Specialist left the Executive Session.

At 1850 hours Executive Session was extended 5 minutes.

At 1855 hours the Executive Session ended and the transition back to the Regular Meeting.

At 1857 hours the Regular Meeting reconvened. Commissioner Baruso announced that we are out of Executive Session. Commissioner Burrus made a Motion to direct legal counsel to draft updated policies for Board review and adoption in November. Specific to the vulnerabilities and recommendations identified in the State Auditor's Report, this should include a Code of Ethics Policy, a Time and Attendance Payroll Policy, District Vehicle Use and Fueling Policy. Motion was seconded by Commissioner Vadino. Motion carried unanimously.

The meeting adjourned at 1859 hours.

COMMISSIONER (CHAIR)

COMMISSIONER (VICE CHAIR)

COMMISSIONER

COMMISSIONER

COMMISSIONER

Laurie Perry

BOARD SECRETARY

SOUTH KING FIRE IS AN EQUAL OPPORTUNITY EMPLOYER