

KING COUNTY FIRE PROTECTION DISTRICT 34

Regular Meeting of the Board of Commissioners

Location: Station 11 – 8450 161st Avenue N.E., Redmond, Washington

AGENDA

August 27, 2004

1:30 p.m.

- I. CALL TO ORDER – REGULAR MEETING
- II. PUBLIC COMMENTS (4 minutes per person)
- III. FIRE DEPARTMENT OPERATIONAL PLAN
- IV. APPROVAL OF MINUTES
 - A. Regular Meeting of July 15, 2004
 - B. Special Meeting of July 22, 2004
 - C. Special Meeting of August 13, 2004
- V. REDMOND RIDGE FIRE STATION 18
- VI. SECRETARY'S REPORT
 - A. 2004 Contract Payment to City of Redmond
 - B. Monthly Budget Report – July 2004
 - C. Approval of Monthly Vouchers #7884 to #7900
 - D. Investment Report – July 2004
 - E. Legal Usage – July 2004
- VII. CHIEFS' REPORT
 - A. 2004 WFCA Conference
- VIII. COMMISSIONERS' REPORT
- IX. OLD BUSINESS
 - A. District 34 Tracking Sheet
- X. NEW BUSINESS
 - A. Woodinville Fire's Request to Discuss Potential Merger
- XI. OTHER
- XII. ADJOURNMENT

Next Regular Meeting: September 23, 2004

KING COUNTY FIRE PROTECTION DISTRICT 34
8450 161st Avenue N.E.
Redmond, WA 98052
(425) 556-2226

BOARD OF COMMISSIONERS

Russell Caney, Chairman
Sherman Colson
Thomas Johnston
Anne Carlson, Secretary

Dick Radtke, Acting Fire Chief

KING COUNTY FIRE DISTRICT 34
REGULAR MEETING – BOARD OF COMMISSIONERS
August 27, 2004

I. Opening of Meeting

The regular meeting of the Board of Commissioners was called to order at 1:40 p.m. on August 27, 2004, at Station 11, located at 8450 161st Avenue N.E., Redmond, Washington. Chairman Russ Caney, Commissioner Sherman Colson, Commissioner Thomas Johnston, Attorney Kinnon Williams, Mayor's Assistant Jane Christenson, Acting Fire Chief Dick Radtke, and District Secretary Anne Carlson were present.

II. Public Comments

Ken Weisenbach, President of IAFF Local 2829, distributed information that the Union gathered as an effort to approach the City Council through the Public Safety Committee regarding overtime and funding, Station 17, and other issues and concerns. The Union was told that the Public Safety Committee might not be the proper venue and an outside meeting should be held with the Mayor and Councilmember Robinson. The document has been given to all council members and fire senior staff. It states their concerns and is not related to negotiations. The commissioners stated that they will look into overtime budgeting closer since the district must pay a portion of the overages.

III. Fire Department Operational Plan

The draft operational plan was discussed. The commissioners will put some of their tracking sheet items on page 9 of the plan. The ALS budget is separate because the program is funded separately. Kinnon Williams suggested that the number of FTEs be listed on the organizational chart. Currently there are 30 people per shift for 21 positions. Eight are allowed off per day, meaning only one person can be on sick leave before overtime is necessary. Discussion was held regarding the organizational chart and how staffing levels may be changed to reduce overtime especially in 2006 when the district budget is expected to be tight. Jane Christenson stated that the Mayor wants to solve the problem of overtime and not just fund the program. The policy in the operational plan should state the actions to take if overtime is spent over a determined amount. It was decided that the number of FTEs would be put on the organization chart. The commissioners will review the draft further and provide feedback as soon as possible.

IV. Approval of Minutes

Motion from Commissioner Johnston to approve the minutes of the July 15, 2004 regular meeting. Motion seconded by Chairman Caney. Motion passed unanimously.

Follow-up: Deputy Chief Hail reported that Bellevue Fire has put the wireless system on hold due to problems with the system experienced by Bellevue Police.

Motion from Commissioner Johnston to approve the minutes of the July 22, 2004 special meeting. Motion seconded by Commissioner Colson. Motion passed unanimously.

Motion from Commissioner Johnston to approve the minutes of the August 13, 2004 special meeting. Motion seconded by Commissioner Colson. Motion passed unanimously.

Follow-up: The city has approved using reserve money to balance the budget in 2005. The City Council wants to look at more stable funding long-term, including possible tax increases.

Due to three long-term disabilities, Chief Radtke will be moving only two inspectors and the PIO back into the office as of January 1, 2005. As disabilities end, he will move more inspectors accordingly.

V. Redmond Ridge Fire Station 18

Kinnon Williams finalized his letter to Bonnie Gear of Quadrant regarding construction of Station 18. Quadrant has a general contractor, GLY, who will hire the subcontractors through a bid process. Quadrant is starting to research firefighting equipment and will be meeting with Lieutenant Langton about some extreme estimated costs.

VI. Secretary's Report

- A. 2004 Contract Payment – The 2004 contribution worksheet provided to the district by the city included \$4,358 for the district portion of overage for legal costs. After discussion, it was agreed that this amount should not be charged to the district in 2004.
- B. Budget Report – Tax revenues each month are being collected at a different percentage than in 2003. Anne Carlson will ask King County if there is a reason for this.
- C. Vouchers – Vouchers audited and certified by the auditing officer as required by RCW 42.24.080 and those expense reimbursement claims required by RCW 42.24.090 have been recorded on a listing that has been made available to the board. As of August 27, 2004, the Board by a unanimous vote does approve for payment those vouchers included in the aforementioned list or lists and further described as follows:

Expense Fund Vouchers: No. 7884 through No. 7900 for a total amount of \$1,805,288.24.
- D. King County Investment Pool – The July 2004 net earnings rate was 2.2%.
- E. Legal Usage – Kinnon Williams reported that the 28 retainer hours purchased by the district have expired. The commissioners decided to purchase 25 hours with a credit for a recent overpayment.

VII. Chief's Report

Radtke

2004 WFCFA Conference – The commissioners will decide if they will attend the conference at the September meeting. The district will pay the cost for Andy Hail to attend the conference.

The application period for hiring a new fire chief will close on October 4, and testing will occur November 18 and 19.

Labor negotiations for the 2005 uniformed personnel contract started on Wednesday.

An operations plan was developed when President Bush was in Redmond recently. No reimbursement was received for Fire's expenses of \$13,000 and Police's expenses of much more.

The Fire Services Forum will be held on September 14 at 7:30 p.m.

Approximately \$50,000 will be spent to replace two air compressors due their age and unavailability of parts.

Nextel has asked to install an antenna on the Station 14 cell tower. The department will offer them the same arrangement as GTE, and the fees will be put in the Aid Car Fund.

The budget is 84% spent, but some one-time costs have not been included. Overtime is 116% spent.

Deputy Chief Hail will assist Eastside Fire and Rescue with distribution of a \$700,000 grant to develop a portal system for law enforcement, Fire, EMS, and emergency management. It will be integrated with the new wireless system.

The new ladder truck should be here in September.

VIII. Commissioner's Report – None

IX. Old Business

Tracking Sheet

Fire Services Forum – Agenda items will be given to Chief Radtke.

Overtime – Chief Radtke reported that historically budget years have been tight, but the Council would not give Fire additional money for overtime because the overall city budget could cover it. In the last biennium, over \$2 million was spent in overtime. Revenues were down, and Fire was instructed to lower overtime use. The budget will be the same in 2005. If overtime starts increasing, constraints will be ordered. The overtime situation has been conveyed to the Council. It is unknown if any concessions will be received in negotiations. It is hoped that increased revenues in 2006 will help the overtime situation.

Corridor Improvements – Trilogy Road is now open.

X. New Business

Woodinville Fire and Life Safety District has hired Kinnon Williams as their legal counsel. He is currently working on consolidation issues with Shoreline, Northshore, and Bothell fire departments. The Woodinville commissioners sent a letter to the District 34 commissioners asking to discuss consolidation possibilities. It was pointed out that the Kirkland, Redmond, and Woodinville fire chiefs have been discussing consolidation of services for some time. The commissioners felt that the department chiefs should be the ones to discuss the feasibility and impact of any consolidation or merger and report back to them. A letter will be sent to Woodinville declining their request.

XI. Other

The Human Resources Department has asked Deputy Chief Hail to research the district's population. He is working with Rob Odle in Planning who uses census tracts to determine the city's population.

XII. Adjournment – Meeting adjourned at 5:40 p.m.

BOARD OF COMMISSIONERS

Russell Caney, Chairman

Sherman Colson, Commissioner

Thomas Johnston, Commissioner

ATTEST

Anne Carlson, District Secretary
Board of Commissioners
King County Fire District 34