

KING COUNTY FIRE PROTECTION DISTRICT 34

Regular Meeting of the Board of Commissioners

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

AGENDA

Tuesday, July 24, 2007

5:00 p.m.

Station 11 Conference Room

- I. CALL TO ORDER – REGULAR MEETING
- II. ROLL CALL
- III. APPROVAL OF MINUTES
 - A. Regular Meeting of June 19, 2007
 - B. Special Meeting of July 11, 2007
- IV. APPROVAL OF AGENDA
- V. PUBLIC COMMENTS (4 minutes per person)
- VI. ATTORNEY'S REPORT
 - A. Summary of Changes to Commissioner Compensation Law (RCW 52.14.010)
- VII. CHIEFS' REPORTS
 - A. District Fire Report
- VIII. COMMISSIONERS' REPORTS
 - A. Review of 2006 Annual Report
 - B. Review of 2002-2005 Audit
 - C. Staffing in the District during Training Events
 - D. Status of Levy Lid Lift
 - E. Emergency Access Corridors
 - F. Tracking Sheet
 - G. Response Time Reports and Deployment Model
- IX. DISTRICT SECRETARY'S REPORT
 - A. Department of Retirement Systems Deferred Compensation Program
 - B. Monthly Budget Report – June 2007
 - C. Approval of Monthly Vouchers 8396 through 8418
 - D. Investment Report – June 2007
 - E. Legal Usage – June 2007
- X. EXECUTIVE SESSION
 - A. District Fire Station Status and Possible Acquisition/Sale of Property
- XI. OTHER
- XII. ADJOURNMENT

Next Regular Meeting: August 21, 2007

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BOARD OF COMMISSIONERS
Thomas Johnston, Chairman
Sherman Colson
Peter Lucarelli
Anne Carlson, Secretary

Tim Fuller, Fire Chief

KING COUNTY FIRE DISTRICT 34
REGULAR MEETING – BOARD OF COMMISSIONERS
July 24, 2007

I. Call to Order

The regular meeting of the Board of Commissioners was held at Station 11, located at 8450 161st Avenue N.E., Redmond, Washington on July 24, 2007. The meeting was called to order at 5:02 p.m. by Chairman Tom Johnston.

II. Roll Call

Present: Chairman Tom Johnston
Commissioner Peter Lucarelli

Excused Absence: Commissioner Sherman Colson

Others Attending: Attorney Kinnon Williams
Secretary Anne Carlson
Deputy Chief Andy Hail
Deputy Chief Deb Ayrs

III. Approval of Minutes

- A. **Motion from Chairman Johnston to approve the minutes of the June 19, 2007 regular meeting. Motion seconded by Commissioner Lucarelli. Motion passed unanimously.**
- B. **Motion from Commissioner Lucarelli to approve the minutes of the July 11, 2007 special meeting. Motion seconded by Chairman Johnston. Motion passed unanimously.**

IV. Approval of Agenda

It was requested that the Executive Session be moved to the end of the agenda.

Motion from Commissioner Lucarelli to approve the agenda of the regular meeting of July 24, 2007 as amended. Chairman Johnston seconded the motion. Motion passed unanimously.

V. Public Comments

Russ Albertson, President of Firefighters Local 2829, reported that the Union purchased signs that will be used to promote both the city and district levies.

VI. Attorney's Report

- A. Changes to Commissioner Compensation Law – Kinnon Williams reviewed the recent changes in commissioner per diem. Per diem has increased from \$70.00 to \$90.00. Discussion was held on the proper reimbursement for work performed. It was agreed that when the commissioners work on the budget or audit documents or are looking at property for possible district use, requesting per diem is

appropriate. The commissioners will provide details on each event for which they request reimbursement. Commissioners do not receive compensation for attending meetings by phone.

VII. Chiefs' Reports

- A. Hail – The fire report from the King County Fire Marshal's office listed the Alcott fire as arson with a loss of \$1,000,000. A chimney fire was a loss of \$25,000, and a car fire was \$4,500.

Andy Hail reported that the cost of staffing Station 15 over the July 4th holiday was approximately \$8,800. There was not a significant amount of fireworks-related calls.

A project manager has been assigned to look at the physical condition of Station 14 and determine the work necessary. Commissioner Lucarelli suggested researching a metal roof. The commissioners recommended that the EFUS siding be replaced with other material.

Nine new firefighters are working now, four more graduated last week, and one more should attend the academy in August.

There has been a significant reduction in overtime. The first half budget report looks like there may be an over-expenditure at the end of 2007; however, if overtime trends continue, the budget will be close to balanced. Commissioner Lucarelli stated that Bellevue Fire looked at retirement or other attrition potentials when hiring and were able to obtain approval from council to put extra people through the academy with conditional offers of employment pending anticipated retirements.

Chief Fuller and Andy Hail met with the Finance Department today regarding liability with auditors. The CIP is being funded by real estate taxes, and most fire projects are not eligible for funding through the CIP. Finance and Fire will be looking at different ways to solve this.

If the city's levy passes, the Mayor would like the 18 new recruits to graduate from the academy before January 2008.

One engine went on a Strike Team to the wildfire in Wenatchee. Full compensation is not received but due to the severe conditions, the decision was made to send a crew.

When there is an extra person on duty, that person is being assigned as a FIT (Field Incident Technician) to assist the battalion chief while responding to incidents.

- B. Ayrs – Deb Ayrs reported that a medic candidate from Woodinville Fire has been chosen to attend medic school in October. Approval will be sought to overstaff the medics by one additional position in anticipation of possible retirements in 2008. The medic program has been in Redmond almost five years, at which time employees are vested in MEBT contributions. This may result in some retirements.

VIII. Commissioners' Reports

- A. Review of 2006 Annual Report – The report was reviewed and approved for submittal to the state.
- B. Review of 2002-2005 Audit – The audit went smoothly. There were no findings. The Management Letter recommended a few changes due to an error in funding of the GO Bond Fund in 2005.
- C. Staffing in the District during Training Events – Chairman Johnston stated that he saw Medic 82 responding into Broadhurst on a medic call and was concerned that they were coming so far into the district. Station 14 had been at North Bend for training and Stations 13 and 18 were covering the area. He was concerned that large portions of the district were lacking coverage. He requested that the battalion chiefs consider that personnel be spread out into Station 14's area from Station 13 or Station 18 when Station 14 is out of service.
- D. Levy Lid Lift – A factual newsletter with levy information will be sent out this week.
- E. Emergency Access Corridors – All information gathering for the corridor at the end of 228th is complete. Kinnon Williams and Commissioner Lucarelli will discuss it and then submit it to King

County for permits. Two gates are on private property. The commissioners will be giving a report to the homeowners' association for corridors 2 and 3.

- F. Tracking Sheet – Deputy Chief Hail will ask to put the next Fire Services Forum on the agenda in October.
- G. Response Time Reports and Deployment Model – Deputy Chief Hail has a matrix of types of calls in the reporting criteria. The commissioners want to look separately at rural, urban, and suburban responses. The report also needs to point out a strategic plan to solve any problems. They would like to use Deccan's 3-tiered response system. Dawn Wood and Andy Hail will report on the NFIRS seminar they attended at the September Leadership Forum. Andy will put together a meeting to discuss reporting requirements. Kinnon believes the report can be from the department as a whole, but he will verify.

IX. District Secretary's Report

- A. Deferred Compensation Program – The commissioners agreed to match 80% of the Administrative Assistant's contributions to the State of Washington Deferred Compensation Program up to 6.2% of her salary.

- B. Monthly Budget Report – The budget report of June 2007 was reviewed.

- C. Approval of Monthly Vouchers

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 July 24, 2007, 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. 8396 through No. 8418 for a total amount of \$2,701,043.35

- D. Investment Report – The June 2007 net earnings rate was 5.25%.


- E. Legal Usage – There were 10.9 hours of legal usage in June 2007.

- X. **Executive Session 6:17 to 6:30 p.m.** – Discussion regarding fire station status and possible acquisition or sale of property.

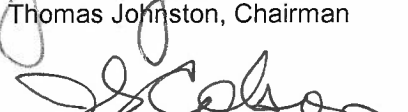
- XI. **Other** – None

- XII. **Adjournment** – Chairman Johnston adjourned the meeting at 6:35 p.m.

BOARD OF COMMISSIONERS



Thomas Johnston, Chairman




Sherman Colson, Commissioner



Peter Lucarelli, Commissioner

ATTEST:



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