

KING COUNTY FIRE PROTECTION DISTRICT 34  
8450 161<sup>st</sup> Avenue N.E.  
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[www.kcfd34.org](http://www.kcfd34.org)

**BOARD OF COMMISSIONERS**  
Sherman Colson, Chairman  
Thomas Johnston  
Peter Lucarelli  
Bridget Weaver, Secretary

Bob Oliver, Fire Chief

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KING COUNTY FIRE DISTRICT 34  
BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES  
JANUARY 25, 2010

**1. Call to Order-Regular Meeting**

The regular meeting of the Board of Commissioners was held at Station 11, located at 8450 161<sup>st</sup> Ave. N.E., Redmond, Washington on January 25, 2010. The meeting was called to order at 5:54 p.m. by Chairman Sherman Colson.

**2. Roll Call**

Present: Chairman Sherman Colson, Commissioner Peter Lucarelli  
Absent: Commissioner Johnston

Others Attending:

Bob Oliver, Acting Fire Chief	Russ Albertson, Lieutenant
Bill Newbold, Battalion Chief	Dave Knight, MSO
Jane Christenson, Assistant to the Mayor	Paul Smith, Driver Operator
Christopher Hawkins, Firefighter	Bridget Weaver, District Secretary

**3. Approval of Agenda**

**Motion made by Commissioner Lucarelli to amend the agenda of January 25, 2010 to add a report by Jane Christenson. Motion seconded by Chairman Colson. Motion passed unanimously.**

**4. City Hall Updates -Jane Christenson, Assistant to the Mayor**

A. Redmond Fire Department Budget

The Fire Department has come in under budget. Year end invoices are still being processed and a reconciliation report will be available next month.

B. NORCOM

The subscriber agreement with NORCOM has been extended to 2014. It has yet to be determined if NORCOM will be able to provide the necessary technology to meet the operational needs of the fire department. The City of Redmond and KCFD34 will require assurance that the new technology being developed by New World is fully functional and working before agreeing to subscribe to NORCOM's service beyond 2014.

Another Joint Fire Service Forum with KCFD34 and the City Council may be scheduled in the future.

C. City of Sammamish/Eastside Fire and Rescue Partnership

The City of Sammamish is exploring the feasibility of forming a partnership with the City of Redmond and KCFD34 for fire services. It hasn't been determined if this is a cost effective option for all parties involved. A decision is not expected in the near future.

**5. Reports of Chief**

A. Budget

Chief Oliver reiterated that the budget outcome is a direct result of his efforts along with team collaboration with the union and management to bring overtime costs under control.

- B. Strategic Planning  
Chief Oliver's goal is to ensure that the fire department and KCFD34 align their goals and vision with the City of Redmond's while staying within budget.
- C. Status of MDC's  
Battalion Chief Newbold invited Paul Smith, Driver Operator; Dave Knight, MSO; and Christopher Hawkins, Firefighter to the meeting to answer questions.

B.C. Newbold communicated his expectations to the crew requiring MDC's to be utilized. In addition he asked the crews to provide feedback on any locations that are not covering MDC's.

Engines 11 & 18 do not have MDC's--the technology was inadequate and the internet could not be accessed, therefore, the MDC's were removed from the two engines. Newer systems are configured differently than the older MDC's. Datek can install the updated MDC's for \$8-10,000 or the department could possibly install them. Due to the costs and short length of time the old equipment would be installed, B.C. Newbold recommended waiting for the upgraded MDC's to become available, which could take up to one year. Good data is still available.

Commissioner Lucarelli asked Battalion Chief Newbold to obtain quotes for the installation of MDC's in Engines 11 & 18.

#### 6. Approval of Minutes

**Motion from Commissioner Lucarelli to approve the minutes of the regular meeting of December 17, 2009. Chairman Colson seconded the motion. Motion passed unanimously.**

#### 7 Call for Nomination of 2010 Chair

**Motion made by Commissioner Lucarelli to nominate Chairman Colson as Chair for 2010 Fire Commissioner's Board meetings. Chairman Colson seconded the motion.**

#### 8. Call for Nomination of 2010 Vice-Chair

Tabled until the March 22<sup>nd</sup> meeting.

#### 9. Reports of Commissioners

- A. King County Fire District 34 Travel and Non Travel Meal Policy  
Meals are allowed by state law during meetings--if the meetings occur during the lunch or dinner hour and District business is being conducted. Approval for payment for meals in advance may be made by defining an internal policy and procedure.

**Motion made by Commissioner Lucarelli to approve the King County Fire District 34 Travel and Non Travel Policy as presented. Motion seconded by Chairman Colson. Motion passed unanimously.**

- B. King County Fire District 34 Commissioner Per Diem Compensation Policy  
RCW 52.14.010 states Commissioners are entitled to \$104 per meeting "or in performance of other services or duties on behalf of the district." The determination of what constitutes "other services or duties" should be determined by policy of the board of commissioners.

**Motion made by Chairman Colson to approve the King County Fire District 34 Commissioners Per Diem Policy as presented. Motion seconded by Commissioner Lucarelli. Motion passed unanimously.**

- C. 2009 Objectives and Action Plan Status Report  
Report attached.

**10. Action Items**

A. Oath of Office  
Chairperson Colson took the oath of office for Commissioner Position No.3.

B. Approve WFCA Saturday Seminar Series Attendance

**Motion made by Commissioner Lucarelli to approve attendance of Commissioners and District Secretary to the 2010 WFCA Saturday Seminar Series. Motion seconded by Chairman Colson. Motion passed unanimously.**

C. Approve KCFD 34 Travel and Non Travel Policy  
Approved. See Reports of Commissioners.

D. Approve KCFD34 Commissioner Per Diem Policy  
Approved. See Reports of Commissioners.

E. Approve WFCA Membership Dues

**Motion made by Commissioner Lucarelli to approve payment of \$3,169 for the WFCA 2010 membership dues. Motion seconded by Chairman Colson. Motion passed unanimously.**

F. Approve Go To My PC services for remote desktop connection for District Secretary.  
Chairman Colson will troubleshoot remote connection issues.

G. Approve notary package for District Secretary.

District Secretary Weaver requested approval of payment for a notary package in order to become a notary public.

**Motion made by Chairman Colson to approve the purchase of a notary package for District Secretary Weaver. Motion seconded by Commissioner Lucarelli. Motion passed unanimously.**

**11. Reports of District Secretary**

A. Monthly Budget Report  
Report attached.

B. Approval of December Monthly 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 list that has been made available to the Board. As of **January 25, 2009**, the Board by a unanimous vote does approve for payment those vouchers described as follows:

Expense Fund Vouchers: #9011-9029 totaling \$3,384,416.10  
Capital Reserve Expenditure Vouchers: #8030-8032 totaling \$197.28

C. Legal Usage: 5.30 hours for December, 2009

D. November King County Investment Pool Performance-1.14%

**12. New Items**

**13. Adjournment**

The meeting was adjourned at 7:50 p.m.

**BOARD OF COMMISSIONERS**

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Sherman Colson, Chairman

ATTEST:

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Thomas Johnston, Commissioner

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Bridget Weaver, District Secretary  
Board of Commissioners  
King County Fire Protection District 34

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Peter Lucarelli, Commissioner