

KING COUNTY FIRE PROTECTION DISTRICT 34
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BOARD OF COMMISSIONERS
Sherman Colson, Chairman
Thomas Johnston
Peter Lucarelli
Bridget Weaver, Secretary

Tim Fuller, Fire Chief

**KING COUNTY FIRE DISTRICT 34
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
April 30, 2010**

1. Call to Order-Regular Meeting

The regular meeting of the Board of Commissioners was held at Station 11, located at 8450 161st Ave. N.E., Redmond, Washington on April 30, 2010. The meeting was called to order at 10:00 a.m. by Chairman Sherman Colson.

2. Roll Call

Present: Chairman Sherman Colson, Commissioner Peter Lucarelli
Commissioner Tom Johnston arrived at 10:08 a.m.
Bob Oliver, Deputy Fire Chief arrived at 10:25 a.m.

Others Attending:

| | |
|--|------------------------------------|
| Tom Norton, Battalion Chief | Ralph Ashmore, Fire Captain |
| Jane Christenson, Mayor's Admin. Asst. | Bridget Weaver, District Secretary |
| Malisa Files, Financial Planning Mgr. | |

3. Approval of Agenda

Changes: Item 6 changed to item 7; item 7 changed to item 6.
Additions: Reports of District Secretary--Community Meeting Request
Reports of Chiefs—Storz Connectors

4. Approval of Minutes

Regular Meeting Minutes of March 29, 2010 approved.
Special Meeting Minutes of April 16, 2010 approved.

5. Public Comments:

None

6. Reports of Chiefs

A. Discussion Items:

The Commissioners asked fire department staff for details on the following items:

1. 48-hour deployment process

The Commissioners asked staff for details outlining the 48-hour shift schedule (48 hours on/ 96 hours off) process and input if this type of scheduling would offer flexible solutions in the future to help reduce budget costs.

Battalion Chief Norton explained the 48-hour schedule process. This type of schedule saves money, reduces sick leave usage and benefits employees' commutes. It has proven to be successful and is widely supported by fire department staff, employees and the county.

2. Training methods/video conferencing

Current technology use is utilized whenever and wherever possible in an effort to save on wage and travel costs while maintaining service levels and meeting state-mandated training requirements. Evaluations of training methods, based on a set of predetermined criteria, are conducted by the department bi-annually.

3. Station 18 above-ground fueling
A generator with an above-ground diesel fuel tank exists at Station 18 but it does not have a card reader. The other stations received card reader upgrades but it was cost prohibitive to upgrade Station 18 at the time. Commissioner Lucarelli expressed a concern that fuel might not be available in an emergency situation which would require longer travel distances and increased times to obtain fuel. Public Works is currently in charge of monitoring fuel usage.
 - Commissioner Lucarelli will contact Loren Charleston for further discussion.
 - D.C. Norton will contact Public Works and Finance to discuss long-term solutions to fueling concerns.

4. Storz connectors
KCFD 34 previously paid for approximately 300 Storz connectors. Were all the adapters installed?
Is this still an outstanding issue?
 - Ken Weisenbach will report on the number of connectors needed in the District.
 - D.C. Norton will research the current status and report his findings at the next meeting.

5. MDC update
The City of Redmond has hired a consultant to coordinate projects between ESL Solutions, King County and NORCOM. King County will provide grant funds for air cards and tablets. The tablets have the capability to receive data and then send it out to the hospitals and CAD system. The consultant will help determine if the tablet can replace MDT's, with the results of achieving a paperless operating system and replacing MDT's. It is anticipated that all MDT's will be replaced by early 2011.

7. Reports of City of Redmond

A. Quarterly Report-Malisa Files

- a. Due to efforts of the fire department's management team, overtime costs are under control and expenses are 5% below budget--smaller salary increases were an additional contributing factor.
- b. Annual Reconciliation
The District will receive a \$362,642 credit from the City of Redmond. It will be recorded as a credit line item. This will replace the previous procedure of issuing the District a check
- c. City of Redmond FY 11-12 Budget
Sales tax revenues have continued to decrease but revenues are being managed. Labor contracts are being negotiated now; the current contract will be rolled over for one year. The financial impact of the health care reform bill is not yet known.

B. Fire Services Forum-Jane Christenson

The following items will be added to the Fire Service Forum agenda.

1. Overview of proposed future City/ KCFD34 agreement.
2. NORCOM updates
3. KCFD 34 financial outlook
 - Commissioner Johnston will present a report to Council.

Update: The City of Sammamish has tabled research of the City of Redmond/KCFD34 partnership model and possible formation of any future partnerships with the City of Redmond and KCFD 34 due to the economic environment.

8. Reports of Commissioners

- ### A. 2010 Objectives and Action Plan Status Report
- Report reviewed.

9. Action Items

- A. Approve funds for annual backflow testing at Station 15
Motion made by Commissioner Lucarelli to approve funds up to \$500 for backflow testing.
Motion seconded. Motion passed unanimously.
- Secretary Weaver will contact local backflow testers to proceed with testing.

10. Reports of District Secretary

- A. Deccan Conference Attendance
Commissioner Colson, Secretary Weaver and Dawn DeLoach will attend the 2010 Conference.
- B. Cancellation of Underground Storage Tank Insurance
The underground storage tank at Station 15 has been removed; liability insurance is cancelled.
- C. Election Costs
The November 3, 2009 election costs total \$10,984.78. FD 34 Registered voters: 12,669
Voter pamphlet billing will be mailed separately.
- D. Meeting to review operational plan.

This item will be added to next month's agenda.
- E. February and March budget reports reviewed.
- F. Approval of March, April 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 April 30, 2010, the Board by a unanimous vote does approve for payment of those vouchers described as follows:
- March Expense Fund Vouchers: 9060-9079: Total \$ 15,704.91
April Expense Fund Vouchers: 9080-9094: Total \$ 8,948.631
March Capital Reserve Vouchers: 8048-8056: Total \$ 3,482.98
April Capital Reserve Vouchers: 8057-8060: Total \$ 1,061.12
- G. Legal Usage: 0 hours for March, 2010
- H. King County Investment Pool Performance: February, 1.27%; March 1.14%
- I. Emergency Preparedness Community Meeting, Happy Valley Range
- Commissioner Johnston volunteered to attend as a KCFD34 representative.

11. New Items

None

12. Adjournment

The meeting was adjourned at 12:10 p.m.

ATTEST:

Bridget Weaver, District Secretary
King County Fire Protection District 34
Handouts: Summary 2009 Reconciliation, 5th Quarter Report: Malisa Files