

KING COUNTY FIRE PROTECTION DISTRICT 34  
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**BOARD OF COMMISSIONERS**

Thomas Johnston, Chair  
Joe Pylant, Vice-Chair  
Peter Lucarelli

Tommy Smith, Fire Chief

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**KING COUNTY FIRE DISTRICT 34  
BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES  
April 25, 2017**

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

The regular meeting of the Board of Commissioners was held at 8450 161<sup>st</sup> Ave NE., Redmond, WA on April 25, 2017. The meeting was called to order at 5:30 p.m. by Commissioner Johnston, Chair.

**2. Roll Call**

Present: Commissioner Johnston, Commissioner Lucarelli (via Skype), Commissioner Pylant

Others Attending:

Kinnon Williams, Attorney  
Bridget Weaver, District Secretary

Tommy Smith, Fire Chief  
Don Horton, Deputy Chief  
Joe McGrath, Finance Officer  
Gus Olivo, Data Analyst  
Tom Langton, Battalion Chief  
Kelly Dunn, MSO

**3. Approval of Agenda**

**Add 6H: 1756 Data-Olivo**

**Add 8B: Graduation Ceremony-Pylant**

**Motion made by Commissioner Johnston to approve the April 25, 2017 agenda as amended.  
Motion seconded by Commissioner Lucarelli. Motion passed unanimously.**

**4. Approval of Minutes**

**Motion made by Commissioner Lucarelli to approve the March 28, 2017 meeting minutes as presented. Motion seconded by Commissioner Pylant. Motion passed unanimously.**

**5. Public Comments (4 minutes per person)**

Kevin Coughlin, King County Fire Commissioner's Association (KCFCA) incoming Vice-President, updated the Commissioners on current legislative issues. He invited the Commissioners to attend the KCFCA meetings, held every third Wednesday at various locations. The next meeting will be May 17 at Skyway, topic—"Fighting Foam, Groundwater Contamination". Commissioner Pylant will attend the May meeting.

Kelly Dunn, Redmond MSO, reported that medics responded to a call in the District. An 11-year-old boy at Evergreen Middle School suffered a cardiac arrest during a track team practice. Students notified the coach who then started CPR. Teachers rushed to his aid, administered the AED. Aid 16 BLS arrived, administered the AED once again. Medic 19 arrived. Patient's pulse

returned, then he was given IV therapy and intubated. Patient transported to Evergreen Hospital; subsequently to Children's Hospital pediatric intensive care unit.

Pat Hamman, Redmond Chaplain and Tom Langton, Battalion Chief provided follow-up trauma care to students and teachers.

## 6. Reports of City of Redmond

### A. SSF Seismic Improvements: District/City CIP Projects

- Total cost estimates (including 40% contingency) to bring stations to "fully operational":-McGrath
  - St 13 615,000
  - St 14 1,135,000
  - St 18 1, 205,000
  - **Total Costs 2,955,000**
- CIP Governance Committee-Smith
  - Committee determined City is unable to start District projects within six months-1 year. Redmond can assist District by hiring project manager; District to reimburse City.
- Cost sharing-Malisa Files
  - Maintenance versus capital improvements discussed, reviewed definitions in services agreement.
  - District and City agree that seismic improvements qualify as a capital improvement according to services agreement.
  - Project manager hours will be tracked and accountable.

Commissioner Lucarelli expressed the importance of maintaining frequent, clear communication between the City and District during the upgrade process.

**Motion made by Commissioner Pylant to approve the hiring of a contract project manager by and for employment with the City of Redmond to begin work on seismic upgrades for District stations. Motion seconded by Commissioner Lucarelli. Motion passed unanimously.**

- Station 13 Station Location Analysis-Gus Olivo
  - 5 sites chosen; 2014-2016 response times analyzed.
  - Pros, cons of each scenario presented, discussed.
  - Impacts of closing St 13 discussed.
  - Johnston reiterated importance of asking question whether the relocation benefits the District or the City.
  - Johnston requested additional dissection of data between City and District before making any decisions.

### B. Fire Forum Date

**Secretary Weaver will contact appropriate Redmond staff to coordinate date.**

### C. Redmond Budget Report-Quarter 1-McGrath Report reviewed.

- Overtime contributing factors continue.
- 3 new firefighters now in service.
- 6 firefighters will be hired after completion of next academy in six months.

### D. MDC Usage-Gus Olivo, Data Analyst

- Gateway issues fixed; Static IP addresses on rigs updated.
- Horton meeting with Gus, Battalion Chiefs bi-monthly to discuss data. Firefighters' responses positive.

E. WSRB Rose Hill Annexation Notice

The District will lose \$46K of revenue due to annexation; however, revenues will be gained by City of Redmond.

Commissioner Johnston stated that the District does not need to request a review of the annexation at a public hearing.

F. Proposed City of Ridgeway

Discussion:

- Is area large enough to become a city?
- Citizens required to request that King County Council fund study to analyze viability.

**Commissioner Johnston will contact Councilmember Lambert for further information.**

G. Operations/Maintenance Report-Quarter 1

- St 13: possible rat infestation—being investigated
- St 14: fumes from compressor compromising air quality-corrected
- St 18: gutters clogged-drain holes too small-fixed  
Bay doors deteriorating due to missing spring when installed-fix in process.

H. HB 1756 Data-Gus Olivo

- 1<sup>st</sup> engine arrival, 1<sup>st</sup> responder-- standard 600 seconds; met 90% of time.

**Chief Smith will send draft report to Commissioner Lucarelli for review and additions. Report will be approved at May 23 meeting.**

**7. Reports of Attorney**

- Passed: SB5122-Fire Commissioner's pay date now adjusted from July 1 to Jan 1.
- Passed: ESHB 1595: Reasonable fee can be charged for electronic public records and staff time, resources.

**8. Reports of Commissioners**

A. 2017 Objectives and Action Plan Status Report

**Motion made by Commissioner Johnston to table review of report until next meeting. Seconded by Commissioner Pylant. Motion passed unanimously.**

B. Graduation Ceremony-Pylant

East Metro Training Group, Recruit Academy Class 5, Graduation Ceremony was held on April 14, 2017

- 33 recruits were sworn in as Probational Firefighters
- Ceremony was held at Lake Washington High School Performing Arts Center
  - Seating capacity is 415. Standing room only for families, friends, and firefighters attending the graduation ceremony
- Chief Tommy Smith and Chief Jeff Clark (Eastside Fire & Rescue) were Commencement Speakers
- Chiefs Smith and Horton presented badge, helmet, and certificate to 3 Redmond Probational Firefighters
  - Our 3 Probational Firefighters had the top 3 scores of the graduating class
  - Welcome Jeffrey Olson, Jordan Stone, Andrew Volkening

**9. Reports of District Secretary**

A. Remote Meeting Policy

**Motion made by Commissioner Lucarelli to adopt the Remote Meeting Policy as amended. Seconded by Commissioner Johnston. Motion passed unanimously.**

B. 2016 Annual Report

Commissioner Johnston requested information on how liabilities are calculated for Schedule 09.

**Secretary Weaver will provide information at the May meeting.**

C. 2014-2015 Audit

There were no findings or management letters for the 2014-2015 audit.

D. 2014-2015 Audit Invoice

Reviewed.

E. Budget Report-March, 2017

Report reviewed.

**Secretary Weaver will provide additional information on the liability difference between this year and last.**

F. Legal Usage-March, 2017

March 3.4 hours

YTD: 7.6 hours

Hours remaining: 72.4

G. King County Investment Pool Performance

March 1.01%

H. Approval of March 2017 Vouchers and Remittances

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 March 31, 2017, the Board by a unanimous vote does approve for payment of those vouchers described as follows:

**March**

Operating Fund	9814-9819	\$ 4,118.68
Remittances	9814-9815 (duplicate #'s)	\$ 5,394.24

**10. Adjourn**

The meeting was adjourned at 8:10 p.m.

ATTEST:

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Bridget Weaver, District Secretary  
King County Fire Protection District 34