

KING COUNTY FIRE PROTECTION DISTRICT 34  
8450 161<sup>st</sup> Avenue N.E.  
Redmond, WA 98052  
(425) 556-2226  
Fax: (425) 556-2227  
[www.kcfd34.org](http://www.kcfd34.org)

**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  
SPECIAL MEETING/STUDY SESSION MINUTES  
June 16, 2017

**1. Call to Order-Special Meeting/Study Session**

The special meeting of the Board of Commissioners was held at 8450 161<sup>st</sup> Ave NE., Redmond, WA on June 16, 2017. The meeting was called to order at 3:00 p.m. by Commissioner Johnston, Chair.

**2. Roll Call**

Present: Commissioner Lucarelli, Commissioner Pylant; Commissioner Johnston

Others Attending:

Bridget Weaver, District Secretary  
Kinnon Williams, Attorney

Tommy Smith, Fire Chief  
Gus Olivo, Data Analyst  
Joe McGrath, Finance Officer  
Kendra Johnston, HR Analyst

**3. Approval of Agenda**

**Add Item #8: Policies and Procedures-Lucarelli**

**Add Item #9: King County Fire Commissioners' Association Meetings-Pylant**

**Motion made by Commissioner Johnston to approve the June 16, 2017 agenda, as amended. Motion seconded by Commissioner Pylant. Motion passed unanimously.**

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

None

**5. District Secretary Job Announcement & Duties Review**

The Commissioners and Kendra Johnston edited the District Secretary Job Announcement for final copy and posting. Benefit package discussed. Full benefit package will be offered.

Hiring Timeline 2017

June 30-July 23	Position Open
July 24-August 4	Application Screening
August 7-18	Commission Meeting for Interviews (Exact Date TBD)
September 11	New Hire Start Date

A special meeting date will be established at a later time to decide on final applicants and set the date for the interviews.

At 4:15 p.m. Chair Johnston called for a five-minute recess. The meeting resumed at 4:20 p.m.

**6. Station 13 Location Analysis Review**

A. Code 3 Simulator-Gus Olivo

Gus Olivo presented a data chart that demonstrates the capabilities of the Simulator.

Commissioners reviewed Station 13 Location Analysis data. Discussion ensued regarding the pros and cons of Station 13 relocation or rebuilding.

**Commissioner Johnston moved that the Commission rule out further consideration of permanently moving staff from Station 13 to Station's 17 and 18. Based upon data presented, the response time for the Station 13 area will increase by unacceptable levels. Motion seconded by Commissioner Lucarelli. Motion passed unanimously.**

The Board directed Kinnon Williams, FD34 Attorney, to draft a Request for Qualifications for of architectural services scope of work.

**7. Resolution 299-17 2017 Meeting Dates and Times**

Tabled until next meeting.

**8. Policies and Procedures Study Session**

Vice-Chair Pylant will chair the July 26 study session.

**9. King County Fire Commissioners' Association Meetings**

Commissioner Pylant won't be able to attend the June meeting. Secretary Weaver will add a line item for KCFCA hosting costs to the 2018 budget.

**10. Adjourn**

The meeting was adjourned at 5:34 p.m.

ATTEST:

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Bridget Weaver, District Secretary