

"FINAL"

King County Fire Protection District 40

Regular Commissioners' Meeting

February 14, 2013

5:00 p.m.

Commissioner
STEVE PARSONS

Commissioner
LINDA SARTNURAK

Commissioner
RONNIE LITTLE

Commissioner
MIKE WARFEL

Commissioner
CHARLOTTE RYAN

Chief
MARK PETERSON

Board Secretary
DEANNA GRATZER

CALL TO ORDER:

Commissioner Little called the regular meeting of the Board of Fire Commissioners for King County Fire Protection District 40 to order at 5:00 p.m. Commissioners present for the Call to Order: Little, Sartnurak and Ryan. Also attending were District Secretary Deanna Gratzler, Consultant Paul Witt, Attorney Kinnon Williams, Chief Mark Peterson, Deputy Chief Erik Wallgren, Facilities Director Peter Renner, Lieutenant Craig Soucy, Lieutenant Fred Heistuman, Firefighter Darron Erickson and Firefighter Eleanor Cantrell.

Commissioner Warfel requested an excused absence from February 14, 2013, regular meeting.

A **MOTION** was made by Commissioner Sartnurak and **SECONDED** by Commissioner Ryan to allow Commissioner Warfel an excused absence from the February 14, 2013 regular meeting. The **MOTION CARRIED (3-0)**.

Commissioner Parsons was excused by prior Board action.

CITIZEN COMMENTS:

There were no citizen comments.

CORRESPONDENCE:

There was no correspondence.

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FIRE CHIEF'S REPORT - Presented by Deputy Chief Erik Wallgren:

Safety/Support Services:

The 2013 Heart Month Totals were presented for review. The Department made 3,626 contacts with citizens providing blood pressure and diabetes screening. Station 17 crews provided 742 of those screenings.

Response Operations:

There was nothing to report.

Significant Incidents:

At approximately 7:03 a.m. on February 1, 2013, E17, E16, E11 and Aid 13 were dispatched to 18056 124th Ave SE, a single family resident with a 50% involvement fire in an attached garage and attic. Mutual aid from Kent, Skyway, Maple Valley and Tukwila were called to assist. Occupants were all out and fire extinguished. Property loss was estimated at \$150,000.

Communications:

The District website was updated with minutes, current news and a message from the Chief.

The Communications Division met with Commissioners Little and Parsons on January 18, 2013 to discuss the print schedule for the Fire Benefit Charge informational flyer and the next issue of the Fireline.

Informational flyer timeline is as follows:

- Layout of Fire Benefit Charge flyer has begun, with near-final proof scheduled for week of February 18-22;
- Final approval of flyer scheduled for February 28, 2013;
- Informational flyer will then go to printer for production and distribution processing February 29 - March 21, 2013.
- Informational flyer will arrive in District 40 mailboxes March 25 - 27, 2013.
- Ballots expected to arrive in District 40 mailboxes the first week of April.
- April 23 is Election Day, with certification on May 7, 2013.

Office of the Fire Chief:

At the request of the Board of Fire Commissioners at their regular meeting on January 31, 2013, the department estimates the cost of supplies for Heart Month in the District is approximately \$900.00.

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UNFINISHED BUSINESS:

Policy 7240 – Facilities – Construction Phase - Revision:

Policy 7240- Facilities – Construction Phase was revised to authorize the Board Chair to approve individual change orders up to a maximum of \$10,000.00.

Commissioner Warfel will review the policy to confirm whether change orders should come to the full Board to ratify.

CONSENT CALENDAR:

- a. Minutes of the Regular Meeting – January 31, 2013
- b. Expense Fund Vouchers–No. 02001 through 02013 – Amount \$29,794.61
- c. Bond Fund Vouchers-No. 02001 through 0201-07 – Amount \$769,963.38

A **MOTION** was made by Commissioner Ryan and **SECONDED** by Commissioner Sartnurak to approve the consent calendar as presented. The **MOTION CARRIED (3-0)**.

NEW BUSINESS:

I.A.F.F. 864/PAC – Fire Benefit Charge FAQ's:

Lieutenant Craig Soucy inquired if the Board would consider providing a Fire Benefit Charge fact sheet to on duty firefighters. This would allow firefighters to provide factual, consistent fire benefit charge information to citizens when they are asked.

Attorney Kinnon Williams is working with City of Renton Attorney Larry Warren to develop protocols and provide authorization for personnel to distribute fire benefit charge information to citizens.

Chief Peterson will insure that Battalion Chiefs are trained and know the protocols for providing fire benefit charge information.

A **MOTION** was made by Commissioner Ryan and **SECONDED** by Commissioner Sartnurak authorizing up to \$200 in fire benefit charge fact sheet printing costs upon approval of the City of Renton. The **MOTION CARRIED (3-0)**.

WFCALegislative Day – February 20, 2013:

Commissioner Little expressed interest in attending the WFCALegislative Day on February 20, 2013 in Olympia.

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A **MOTION** was made by Commissioner Ryan and **SECONDED** by Commissioner Sartnurak authorizing Commissioner Little to attend the WFCALegislative Day on February 20, 2013. The **MOTION CARRIED (3-0)**.

WORKGROUP REPORTS:

Capital Facilities:

Facilities Director Peter Renner provided an update on the Station 17 remodel. A few issues with cabinet lighting and the underground tank were discovered and resolved. Work continues and is going well on the drainage on the back side of the building. The work that is being done will assist with future maintenance of the drainage system.

A City of Renton Fire Inspector is assisting King County in the review of the fire alarm system. This will expedite the inspection process.

Equipment:

There is nothing new to report.

Community Relations:

Deputy Chief Wallgren reported there is a decline in the number of District citizens signing up for the CPR classes. Deputy Chief Wallgren stated there is generally a minimum of 20-25 students to hold a class.

The Board agreed to open the class to all citizens with priority given to District residents. Additionally, the Board agreed to a minimum of 10 students per class.

Finance:

Consultant Paul Witt reported he was contacted by the Districts insurance agent, Gordon MacIllvennie/VFIS. The District's insurance renewal is April 1, 2013. VFIS has been a great vendor and provides seamless service. A full review and comparables were done a few years ago with no other vendor coming close in price and service.

Consultant Paul Witt will set up a meeting with Gordon MacIllvennie, and the workgroup to review the District's current coverage.

Special Projects:

There is nothing new to report.

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CITIZEN COMMENTS:

Craig Soucy presented the "Yes on Prop 1" sign. I.A.F.F Local 864 will place the signs throughout the District around March 5, 2013.

Craig Soucy reported he is working with the Fire Benefit Charge Pro Committee on the voter's pamphlet statement. The committee has received a number of political endorsements.

Consultant Paul Witt reported that King County Elections provided formal receipt of the election and voter's pamphlet

ONCE AROUND THE TABLE:

Commissioner Sartnurak provided an overview of the Snure Seminar she attended on February 9, 2013. Seminar topics included open public records, public meetings, social media and facebook. Commissioner Sartnurak stated that social media and facebook should be avoided unless there is a full time staff.

Commissioner Little expressed interest in attending the WFCB Seminar on March 23, 2013 in Ocean Shores. Seminar topics include the WFCB Health Care Program and Financial Planning/Budgeting.

A **MOTION** was made by Commissioner Sartnurak and **SECONDED** by Commissioner Ryan authorizing Commissioner Little to attend the WFCB Seminar on March 23, 2013 in Ocean Shores including one night of lodging. The **MOTION CARRIED (3-0)**.

Commissioner Little announced the King County Commissioners meeting on March 20, 2013 will be held at South King Fire and Rescue. The topic will be the EMS levy.

Commissioner Ryan stated she is unable to attend the King County Commissioner meetings but would like the meeting minutes distributed each month.

Consultant Paul Witt stated that he has not received a response from the three owners of the four "No-Man's Land" parcels. The residents were provided agreements for fire protection.

Consultant Paul Witt will draft a follow up letter that will provide the property owners with their options for fire protection if they choose not to enter into and agreement with the District.

Consultant Paul Witt asked that the District hotmail account be added to the next agenda for discussion. The account was created by Commissioner Ryan and

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therefore any email responses from the email are replied to with her name. Additionally, the account is not monitored on a routine basis.

EXECUTIVE SESSION:

There was no Executive Session.

There was no further business or discussion and the meeting was adjourned at 5:52 p.m.

The next regular meeting of the Board of Fire Commissioners will be held on **Thursday, February 28, 2013 at 5:00 P.M.**



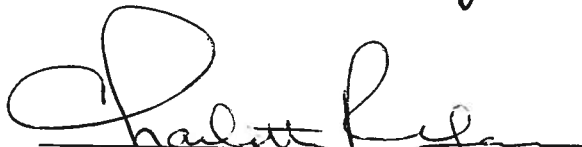
Steve Parsons, Chair



Mike Warfel, Commissioner



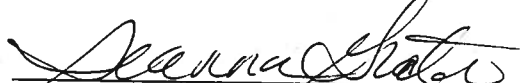
Ronnie Little, Commissioner



Charlotte Ryan, Commissioner



Linda Sartnurak, Commissioner



Deanna Gratzler, District Secretary

Attachment Meeting Agenda
Cash Transmittal
Chief's Report