

"FINAL"

King County Fire Protection District 25

Regular Commissioners' Meeting

March 15, 2016

5:00 p.m.

| | | |
|---------------------------------------|--|--------------------------------------|
| Commissioner RAY BARILLEAUX | Commissioner KERRY ABERCROMBIE | Commissioner MYRON MEIKLE |
| Chief MARK PETERSON | Deputy Chief CHAD MICHAEL | Board Secretary JULIE BRAY |

CALL TO ORDER:

Commissioner Abercrombie called the regular meeting of the Board of Fire Commissioners for King County Fire Protection District 25 to order at 4:02 p.m. Commissioners present for the Call to Order: Abercrombie, Barilleaux and Meikle. Also attending were Chief Peterson, Deputy Chief Michael, Tracy Schuld, Nick Bushnell and Julie Bray

CITIZEN COMMENTS ON AGENDA ITEMS:

None

OATH OF OFFICE:

Commissioners Abercrombie and Meikle re-signed their Oath of Office. The documents were then notarized by the Board Secretary.

CORRESPONDENCE:

There were two pieces of correspondence: A letter from King County Elections with the wording for Proposition 1, and the January King County Response Report. Both pieces were informational and required no action. A copy of both pieces of correspondence are included with the minutes.

FINANCIAL REPORTS:

The Commissioners reviewed the Investment Pool for January. The report was informational only and required no action.

FIRE CHIEF'S REPORT:

Chief Peterson gave a brief update on the RFA.

- a. The department is holding an Open House tomorrow evening at Station #13 and another one on the 22nd at the Senior Center. At this point, we aren't facing any major opposition.

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- b. Local 864 has put out the Proposition 1 signs. Commissioner Barilleaux asked why the signs indicate Proposition 1 and not a Regional Fire Authority. Chief Peterson explained that the city and district needs to be careful with the language we use in our public presentations so it doesn't appear that they are campaigning.
- c. The Steering Committee met today to discuss staffing issues, in particular a Finance Director and an HR Director. If the RFA is approved, we are planning to start recruitment in May for a start date in July.
- d. Commissioner Meikle asked where the 18 month transition time came from and Chief Peterson informed him that it was outlined in the plan. The 18 months would only apply to the Finance and HR functions. The remainder of the services (IT, Facilities, etc.) is 42 months.
- e. Commissioner Abercrombie inquired about the policies and procedures for running the RFA. Chief Peterson informed him that he plans to go through the City and Department Policies. We will also be reaching out to other RFAs. Commissioner Abercrombie questioned why the Department didn't hire a Project Manager for the RFA. He was concerned about all the tasks, timelines, pre-requisite tasks, and follow-up tasks being kept track of on a spreadsheet. The personnel handling the RFA transition are not project managers. Microsoft Project is available but is not being used. Chief Peterson informed him that Finance will be stepping up to assist. In addition, there is no budget to hire consultants. He assured the Board that things will work out.
- f. Chief Peterson sent a draft copy of the by-laws to Brian Snure. He has received them back, but has not had time to go through them.

UNFINISHED BUSINESS:

- a. Business Cards: Cards will be ordered after the RFA vote.
- b. Auditing Officer Resolution: The resolution gives Tracy Schuld the power as auditor so she is able to sign for the vouchers if she is unable to reach the Chief or Deputy Chief. All members signed the Resolution.
- c. DUI/TXT Drill:
 - 1. FF Nick Bushnell gave a presentation on his proposal for the DUI/TXT drill (proposal attached).
 - 2. He is planning to approach KCFD #40 for half the cost of the cars and the tarps to protect them.
 - 3. He estimates that the drill would cost approximately \$6,300.
 - 4. Discussion followed on allowing parents to participate/attend, cell phone apps, and other issues.

CONSENT CALENDAR:

- a. Commissioner Barilleaux made a **MOTION** to accept the Consent Calendar in it's entirety; **SECONDED** by Commissioner Meikle. **MOTION PASSED (3-0).**

NEW BUSINESS:

None

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CITIZEN COMMENTS:

None

EXECUTIVE SESSION:

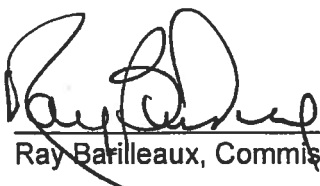
It was unanimous that this item could be removed from the Agenda.

ONCE AROUND THE TABLE:

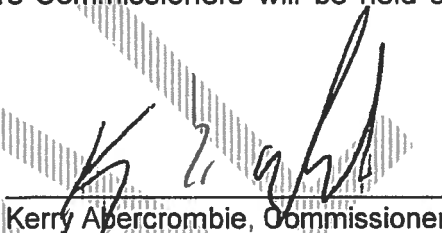
It was unanimous that this portion be renamed to "Good & Welfare"

There was no further business or discussion and the meeting was adjourned at 5:00 p.m.

The next regular meeting of the Board of Fire Commissioners will be held on ***Thursday, April 19, 2015 at 5:00 P.M.***



Ray Barilleaux, Commissioner



Kerry Abercrombie, Commissioner

Myron Meikle, Commissioner



Julie Bray, Board Secretary
District Liaison

Attachment: Meeting Agenda
King County Elections Correspondence
King County Response Report – January
Investment Pool Report
DUI/TXT Drill Proposal