



KING COUNTY FIRE PROTECTION DISTRICT 25 BOARD OF FIRE COMMISSIONERS REGULAR MEETING 5/08/2017

DATE: Monday, May 8, 2017 (0945 a.m.)
PURPOSE: Regular Monthly Meeting
LOCATION: Station 13, 18002 – 108th Ave. SE, Renton
ATTENDANCE: KCFD #25 RENTON
Chairman Kerry Abercrombie Fire Chief Rick Marshall
Commissioner Ray Barilleaux Admin Secretary Linda Mann

PUBLIC

None in attendance

Call to Order and Motion for Absent Commissioner:

Chairman Abercrombie called the meeting to order at 09:45 a.m. Commissioners attending were Barilleaux and Abercrombie. Commissioner Barilleaux made a **MOTION** to excuse absent Commissioner Meikle. **SECONDED** by Commissioner Abercrombie. **MOTION PASSED (2-0)**.

Staff in attendance included: Fire Chief Rick Marshall and Administrative Secretary Linda Mann.

Correspondence:

None

Unfinished Business:

Administrative Duties – A discussion took place about the transition of admin roles not just for District #25 but also Renton Regional Fire Authority. Chief Marshall mentioned the document that Sheila Madsen and Samantha Babich put together with what each Administrative Secretary would be responsible for. He mentioned that Linda Mann will be the board secretary moving forward and some training would need to take place.

District #25 Records at Station #16 – Commissioner Barilleaux went through the storage area at Station 16 and found files and financial records that were old and not used anymore. He offered to work with RRFA staff to go through all of the records. Chief Marshall is going to follow up with Sheila Madsen regarding the retention schedule of records and what the next step is.

US Bank Records – Sr. Finance Analyst, Jennifer Zhou, contacted Commissioner Barilleaux regarding District #25 financial statements from US Bank. The bank informed her that in order to obtain the statements, they would need authorization from Commissioner Barilleaux. He spoke with the bank and gave authorization to allow her access to the statements.

Sr. Finance Analyst Jennifer Zhou had questions regarding how the finances worked with District #25. Commissioner Barilleaux and former Commissioner Tom Tasa had a meeting with her to explain how the process worked.

Consent Agenda:

Commissioner Barilleaux made a **MOTION** to approve the minutes of March 13, 2017. **SECONDED** by Commissioner Abercrombie. **MOTION PASSED (2-0).**

New Business:

King County Election Procedures – Commissioner Barilleaux stated that he won't be running for re-election. A discussion took place about the election procedures and what the next steps are. The filing period for the open position is May 15-19, 2017. If there aren't any candidates at that time, then King County opens it up again for three days. If, at that point there still isn't a candidate, the person currently in office can remain in the position or the District can appoint someone.

Fire Commissioners Association – There was a question as to whether or not the three City Council members on the governance board are now members of KCFCA and WFCA. Since the RFA is technically a fire district, they are members. A discussion took place about having a presence at more events. If that happens, getting a stipend should be taken in to consideration. It was decided that this should be a topic at the next RFA meeting.

Citizen Comments:

None

Seminars/Meetings/Conferences:

None

District Reports:

None

Executive Session:

None

Good of the Order:

Commissioner Barilleaux mentioned that Gail Krushick passed away. Also, King Parker passed away. His memorial will be on Sunday, May 21st.

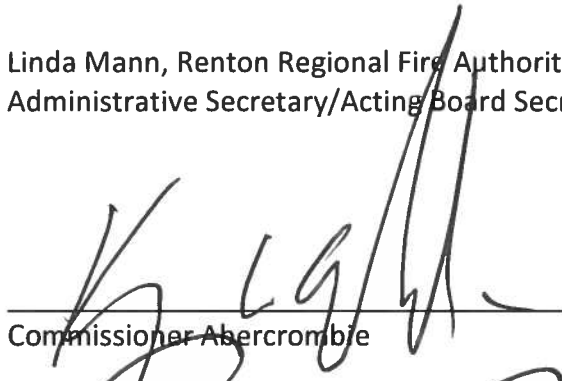
Adjournment:

The meeting adjourned at 10:27 a.m.

Attachments: Agenda

Submitted/Transcribed by:

Linda Mann, Renton Regional Fire Authority
Administrative Secretary/Acting Board Secretary



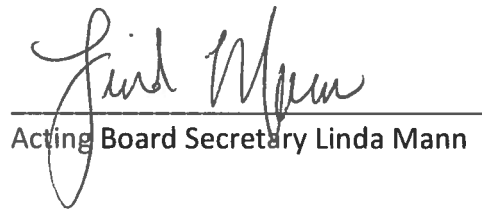
Commissioner Abercrombie



Commissioner Barilleaux



Commissioner Meikle



Acting Board Secretary Linda Mann