
KING COUNTY FIRE PROTECTION DISTRICT 40



BOARD OF FIRE COMMISSIONERS

REGULAR MEETING MINUTES

12/12/2019

DATE: December 12, 2019

TIME: 5:00 PM

PURPOSE: Regular Meeting

LOCATION: King County Sheriff's Fairwood Storefront Office
17620 140th Ave SE, Suite C-10, Renton WA 98058

ATTENDANCE:

KCFD #40

Ronnie Little, Commissioner
Cheryl Nichelson, Commissioner
Steve Parsons, Commissioner
Charlotte Ryan, Commissioner
Linda Sartnurak, Commissioner

Laura Buckley, District Secretary
Joe Quinn, Attorney

RENTON RFA

Chuck De Smith, Deputy Chief
Christopher Krystofiak, Lieutenant

PUBLIC

Tom Goff
Andrew Schneider

CALL TO ORDER + MOTION FOR ABSENT COMMISSIONERS:

Commissioner Little called the regular meeting of King County Fire Protection District #40 to order at 5:00 PM with Commissioners Nichelson, Parsons, Ryan, and Sartnurak present.

Commissioner Little led the pledge of allegiance.

CORRESPONDENCE:

- None

Professionalism • Integrity • Leadership • Accountability • Respect

UNFINISHED BUSINESS:

Resolution No. 551: 2020 Budgets (RCW 52.16) establishing annual budgets for calendar year 2020 presented for approval. It has been reviewed by the department's attorney (Eric Quinn). **It was Moved by Commissioner Nicholson to establish annual fund budgets for calendar year 2020 Resolution No. 551. Commissioner Sartnurak seconded. Motion approved (5-0).** A copy of the signed resolution is on file with the minutes.

The 2020 Quinn & Quinn legal services contract was presented for annual renewal. **It was Moved by Commissioner Ryan to accept the contract with Quinn & Quinn as presented. Commissioner Nicholson seconded. Motion approved (5-0).** A copy of the approved contract is on file with the minutes.

Lieutenant Rick Laycock with the Puget Sound Fire Planning Division has requested an in-person meeting with the Finance Workgroup to discuss the 2020 Fire Benefit Charge formula discounts. The District Secretary will coordinate a date and time with all parties.

NEW BUSINESS:

Policies presented for rescission: **It was Moved by Commissioner Ryan to rescind policies 620P, 630P, 3010, 3120P, 3120F-1, 3400F, 3510, 3520P, 3530P, 3530F, 3600, 3600P, 3600F-1 thru F-5, 5200P, 5220F, 7231P, 7250, 7311, 7311P. Commissioner Parsons seconded. Motion approved (5-0).** Copies of the rescinded policies are on file with the minutes.

Policies to revise postponed: will review at the January 9, 2020 regular meeting.

Puget Sound Fire Planning Division has requested the creation of and access to benefitcharge@fd40.com This aligns with the format used on the fire benefit charge petition website www.MyFireInfo.com The District Secretary has verified the email accounts can be created at no-charge through the webhost, Verio. The District Secretary will process the activations.

CHIEF'S REPORT:

Chief De Smith went over the following items from his Chief's report:

1. Renton RFA volunteers partnered with the Salvation Army to ring the red kettle bell in front of the Fred Meyer on December 7th to raise money; providing families with groceries, or shelter to individuals in need. Chief De Smith looks forward to new opportunities in District 40.
2. The 2019 Firefighter Holiday Adopt-A-Family Program is scheduled to send Santa to families in need on December 22nd. Fire stations and the administration office each sponsor a family.

Professionalism • Integrity • Leadership • Accountability • Respect

- Family names are obtained through the school district, based on needs. Would like to incorporate the Fairwood area schools in the program, will consult with Kent School District.
3. Renton RFA has recently issued promotions to members, thirty-two to Engineer; a newly created position to promote accountability and align with Puget Sound Fire staffing practices.
 4. Due to the current IT migration, the November Response Operations Statistics are unavailable at this time. Data will be provided when available.

Commissioner Sartnurak is still experiencing issues with Renton RFA email account access. Chief DeSmith requested all questions be directed to him, he will work with Samantha in Administration for resolution.

Chief DeSmith apologized for the delay replacing the broken glass on the Station 17 bay door. The procurement processed directly through Chief Marshall, the glass was then special ordered from the vendor. Delivery has been estimated for December 18th. Please direct any District 40 needs to Chief DeSmith, he wants to ensure any needs are accommodated.

A new group is forming, the Fairwood Neighborhood Alliance/Fairwood Coalition, aimed at identifying social community enhancement opportunities and devising solutions to meet the community needs. Chief DeSmith is a member of the group, they are looking for participants in the early stages of development.

FINANCIAL REPORTS:

The Board reviewed the November 2019 Cash Flow and Treasurer's Reports. Copies of the Financial Reports are on file with the minutes.

CONSENT AGENDA:

The consent agenda consisted of:

- November 14, 2019 Regular Meeting Minutes
- November 21, 2019 Special Meeting Minutes
- December A/P Vouchers in the amount of \$2,607,360.41
- December Payroll in the amount of \$3,482.91

It was Moved by Commissioner Parsons to approve the consent agenda as presented. Commissioner Sartnurak seconded. Motion Approved (5-0).

Copies of the approved vouchers are on file with the minutes.

WORKGROUP REPORTS:

- **Finance** (Little + Ryan)

Professionalism • Integrity • Leadership • Accountability • Respect

No report.

- **Communications** (Nichelson + Ryan)

Draft newsletter presented to board, goal is to drop in the mail right before Christmas. The committee requests feedback and permission to distribute the newsletter by Monday, December 16th.

Commissioner Nichelson thanked Commissioner Parsons for informing the board of the recent house burn conducted by the South King County Training Consortium and thanked Commissioners Ryan and Sartnurak for attending on behalf of Fire District 40.

The committee would like to increase attendance, community outreach and overall public education at Station 17 open house events. Discussed with Chief DeSmith how the committee would like to “compete” with the open house recently put on at Maple Valley Fire, now currently contracting for services with Puget Sound Fire.

- **Facilities & Equipment** (Parsons + Sartnurak)

Chief DeSmith will give notice to the Fire District 40 board when Renton is ready to discuss the Pierce truck purchase in January 2020.

Renton RFA recently purchased a 4 x 4 snow plow for use over the winter, if needed. Puget Sound Fire, in a contracted partnership with Renton RFA, also owns a 4 x 4 snow plow to increase response times and safety during snowy conditions.

- **Special Projects** (Little + Nichelson)

The Fire District 40 policies have all been organized and archived to date.

- **Renton RFA Contract** (Parsons + Sartnurak)

No report.

- **Renton RFA Liaison** (Sartnurak)

Chief DeSmith covered the highlights of the last meeting; all three Renton representatives are changing. Legal counsel, Joe Quinn, recommends all new commissioners participate in upcoming training events designed for newly elected fire commissioners.

PUBLIC COMMENT:

None.

GOOD OF THE ORDER:

The Board of Commissioners recognized Commissioner Ryan for her selfless dedication to the fire district and residents of KCFD40. She was presented with a plaque of recognition.

Professionalism • Integrity • Leadership • Accountability • Respect

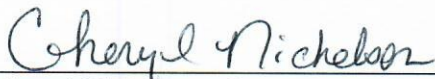
The Board of Commissioners presented Commissioner Parsons a plaque of recognition for his years of service on the board. Commissioner Parson's term ends December 2019.

EXECUTIVE SESSION:

None.

ADJOURNMENT:

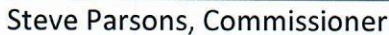
As there was no further business, the meeting was adjourned at 5:47 PM.



Cheryl Nicholson, Commissioner



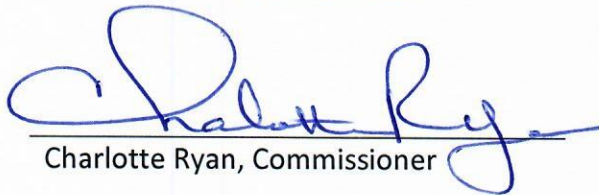
Linda Sartnurak, Commissioner



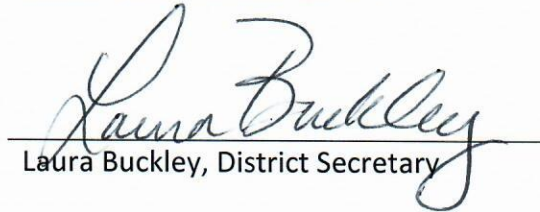
Steve Parsons, Commissioner



Ronnie Little, Commissioner



Charlotte Ryan, Commissioner



Laura Buckley, District Secretary

The next regular meeting of the Board of Fire Commissioners will be held on **Thursday, January 9, 2020 at 5:00 PM at the King County Sheriff's storefront location.**

Attachments: Agenda

Resolution No. 551: 2020 Budgets

2020 Legal Service Contract with Quinn & Quinn

Rescinded Policies # 620P, 630P, 3010, 3120P, 3120F-1, 3400F, 3510, 3520P, 3530P, 3530F, 3600, 3600P, 3600F-1 through F-5, 5200P, 5220F, 7231P, 7250, 7311, 7311P

November 2019 Cash Flow and Treasurer's Reports

Voucher Approval Documents

Professionalism • Integrity • Leadership • Accountability • Respect