



KING COUNTY FIRE PROTECTION DISTRICT NO. 16
18030-73RD AVENUE N.E.
KENMORE, WA 98028

BUSINESS (425) 486-2784 FAX (425) 483-6598 EMERGENCY 9-1-1

MINUTES

January 19, 2010

REGULAR MEETING BOARD OF COMMISSIONERS

I. OPENING OF MEETING

The January 19, 2010 meeting of the Board of Commissioners of King County Fire Protection District No. 16 was held at District Headquarters located at 18030 73rd Avenue N.E., Kenmore, King County, Washington. The Chair, Don Ellis called the meeting to order at 1700 hours. Persons in attendance, in addition to the Chair, were Commissioners Ron Gehrke, Dave Maehren, Kae Peterson and Carolyn Armanini. Also present were Fire Chief Tom Weathers, Deputy Chief Jim Torpin, Lieutenants Steve Loutsis and Pete Van Dusen and Firefighter John Burrow, together with Secretary Andrea McDaniel and Legal Counsel Kinnon Williams. Also present were AMR representative K. C. McCoy and John Houghland, Finance consultant Tom Broetje and Legal Counsel Ron Knox.

II. CALL FOR ADDITIONS

2.1 Addition

Commissioner Maehren requested a report regarding a conference he attended by added to the agenda. The request was approved and moved to be discussed under Information Items, item 4.5 on the agenda.

III. EXECUTIVE SESSION

The Executive Session was moved to be held after Information Items, item 4.2 on the agenda.

IV. INFORMATION ITEMS

4.2 Northshore Fire Foundation

FF John Burrow provided the Board with an update on the Northshore Fire Foundation which included:

- Big Brothers/Big Sisters program
- 2009 Crossfit Challenge
- Thanksgiving Dinners
- Christmas – Adopted Family and Donation to Food Life Line
- 2010 Crossfit Challenge

FF Burrow thanked the Commissioner for their continued support.

Following FF Burrow's report DC Torpin introduced AMR representatives K.C. McCoy and John Houghland, who were there to present the Northshore Fire Foundation with a donation check. AMR has pledged to make donations to charities within the communities they are serving.

III. EXECUTIVE SESSION

At 1715 hours the Board moved into Executive Session to discuss labor negotiations with legal counsel pursuant to 42.30.110 until 1745 hours. At 1745 hours the Board extended the executive session until 1755 hours. At 1755 hours the Board extended the executive session until 1805 hours. At 1805 hours the Board extended the executive session until 1815 hours. At 1815 hours the Board returned to Regular Session.

IV. INFORMATION ITEMS

4.1 Finance Division Report

Mr. Tom Broetje provided the Board with an updated Northshore HQ Fire Station Total Project Budget report. Mr. Broetje briefly went over the changes to the budget and the process for updating the budget. A discussion ensued.

Mr. Broetje provided the Board a copy of the Historical Dashboard and reported there were no additions or changes since the last report.

4.2 Northshore Fire Foundation Report

This item was discussed above.

4.3 New Station Construction Project

Commissioner Gehrke provided the Board with copies of the meeting minutes from the Owner/Architect meeting on January 6, and the Building Committee meeting minutes from January 13. Commissioner Gehrke provided a brief update on the project with included information on the effects of the weather, water lines, communication and project timeline. A discussion ensued.

4.4 PMSI Semi-Annual Report

Chief Weathers provide a copy of PMSI's semi-annual report and memorandum to the Board. There was a brief discussion regarding the report. The board requested the PMSI Semi-Annual Report be included as an attachment to the meeting minutes.

4.5 Conference - Report

Commissioner Maehren reported on the Washington Coalition for Open Government Conference he attended. Commissioner Maehren provided a brief report on the conference. Copies of the conference material had been previously to the board via email. A discussion ensued regarding emails and email accounts.

4.6 Special Meeting

Commissioner Ellis requested a Special Meeting be held on January 25, 2010 at 1800 hours for further discussion on labor negotiations. The request was unanimously approved. Secretary McDaniel will prepare and post the Special Meeting Notice.

4.7 WFCA – Annual Membership

Commissioner Ellis briefly went over the fees and services provided with the WFCA annual membership. A discussion ensued. Following the discussion Commissioner Armanini motioned to end the Districts participation in WFCA. The motion was seconded by Commissioner Ellis and passed with a vote of 5 to 0.

Assignment: Secretary McDaniel is to post and prepare the Special Meeting notice for January 25, 2010, at 1800 hours.

V. ACTION ITEMS

5.1 Critical Issues – Policies 1400 to 1520 Review

Commissioner Ellis provided the Board with suggested changes for policy 1600. Commissioner Armanini inquired as to the urgency to skip policies 1400 to 1520 to address policy 1600. A discussion ensued. Following the discussion Commissioner Maehren motioned to add a discussion regarding policy 1600 to the agenda of the Special Meeting on January 26, 2010. The motion was seconded by Commissioner Gehrke, and passed with a vote of 4 to 1 with Commissioner Armanini voting nay.

Commissioner's Armanini and Maehren met to consolidate the suggested changes to policies 1400 to 1520. They are still working on the consolidation and will email the completed changes to the Board for review prior to the next regularly scheduled meeting.

Assignment: Secretary McDaniel is to add a discussion regarding policy 1600 to the January 26, 2010, Special Meeting agenda.

Assignment: Commissioner's Armanini and Maehren are to finish compiling suggested changes to policies 1400 to 1520 and email the changes to the Board prior to the next regularly scheduled meeting.

IV. FIRE CHIEF'S REPORT

6.1 Questions/Additions

The Chief's Report was submitted to the Board via email. Chief Weathers reported the final draft of the art for the new station will be presented at the second regularly scheduled meeting in February. Chief Weathers indicated he will invite Kathy Feek and the member of the art committee to attend the meeting.

Chief Weather reported that an open house committee for the new station is being formed. Chief Weathers inquired if any Board members would like to be a member of the committee. Commissioner Maehren indicated he would like to be a member of the committee.

Commissioner Ellis inquired about the Holmes Point fire post incident analysis. DC Torpin reported that the analysis was conducted jointly with Kirkland and provided an overview of the analysis.

Commissioner Maehren inquired about the filling of the vacancy and hiring list. DC Torpin went over the process and timeline for filling the vacancy.

V. CONSENT CALENDAR

6.1 Approval of Minutes, Vouchers and Resolutions

By a motion of Commissioner Gehrke, seconded by Commissioner Maehren, the consent calendar was unanimously approved. The consent calendar consisted of the regular meeting minutes of January 5, 2010, General Fund Vouchers 01004 through 01027 (\$18,777.36), 01028 through 01041 (\$7,142.02), Reserve Fund Vouchers 01001 through 01003 (\$6,334.74), Capital Fund Vouchers 01003 through 01004 (\$2,999.80), Wire 1/20/10 (Harmatta) totaling \$524,313.96.

ADJORNMENT

The meeting was adjourned at 1743 hours.

NEXT MEETING DATE

Special Commissioner Meeting is scheduled for January 26, 2010.
The next regularly scheduled Commissioners meeting is for February 2, 2010.

Attachments

- Agenda
- Fire Chief's Report
- Warrants of King County Fire District No. 16
- Commissioner Travel Policy
- Owner/Architect Project Meeting Notes
- Northshore HQ Fire Station – Total Project Budget
- Historical Dashboard
- Financial Activity Communication Schedule
- PMSI Semi-Annual Report

BOARD OF COMMISSIONERS



DON ELLIS, Chair

KAE PETERSON, Member



DAVID MAEHREN, Member

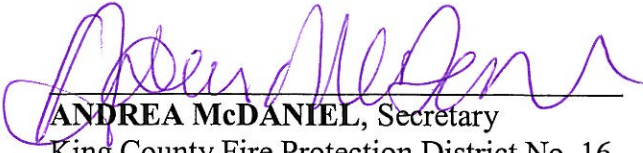


RON GEHRKE, Member



CAROLYN ARMANINI, Member

ATTEST



ANDREA McDANIEL, Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners February 2, 2010