



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

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MINUTES

November 17, 2009

REGULAR MEETING BOARD OF COMMISSIONERS

I. OPENING OF MEETING

The November 17, 2009 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 1703 hours. Persons in attendance, in addition to the Chair, were Commissioners Ron Gehrke, Dave Maehren and Kae Peterson. Also present were Chief Thomas Weathers, Deputy Chief Jim Torpin, Training Director Mark Musch, Battalion Chief Doug Knight and Lieutenant Mitch Sauer, together with Secretary Andrea McDaniel and Legal Counsel Kinnon W. Williams. Commissioner Armanini was absent.

II. CALL FOR ADDITIONS

2.1 Addition

Commissioner Maehren requested a discussion regarding the upcoming awards banquet be added to the agenda. The request was approved and moved to be discussed under Information items, item 3.7 on the agenda.

2.2 Addition

Commissioner Maehren requested a discussion regarding the contract for the negotiator be added to the agenda. A discussion ensued. Chief Weathers providing an update and indicated that the contract had been signed as directed after being first reviewed by Legal Counsel.

III. INFORMAION ITEMS

3.1 Training Division Quarterly Report

Training Director Mark Musch and Lieutenant Mitch Sauer provided the Board with an update on the training division. The presentation opened with a video of a house fire in California which was a perfect example of how to quickly extinguish a house fire. Following the video TD Musch provided an overview on the following items:

- The recent promotional testing
- Post Incident Analysis (PIA) on a recent mobile home fire.
- Updates to the training manual
- MCD with Bothell and Shoreline
- Hazmat training
- Fire behavior prop
- Drivers program
- Digital combustion program
- Training video on H1N1 Flu

3.2 New Station Construction Project

Commissioner Peterson provided the Board with an update on the construction project. The project is still on schedule and the concrete has been poured for the vault wall and lid. Commissioner Peterson provided the Board a copy of the recent Owner/Architect Project Meeting Notes. Commissioner Peterson reported that a construction budget reconciled through October would be presented at the next regularly scheduled meeting. A discussion ensued. Commissioner Gehrke reported that Northshore Utility has visited and inspected the site and indicated all was going well.

3.3 Long Term Financial Planning

Commissioner Ellis went over the financial activity communication schedule which was attached to the agenda. A discussion ensued regarding the schedule. Commissioner Maehren inquired when there would be a further discussion on the unallocated funds in the Reserve Fund. A discussion ensued. Following the discussions Commissioner Peterson requested that the yearend reports scheduled to be discussed in February be moved to the first meeting in March, as she will not be able to attend the meetings in February. It was unanimously approved to move the yearend reports from February to March. Chief Weathers indicated he would update the Financial Activity Communication Schedule to reflect the change. Commissioner Ellis requested that item 3.3 Long Term Financial Planning be removed as a standing item on the agenda. The request was unanimously approved. Chief Weathers indicated he would remove item 3.3 from the agenda.

3.4 New Engine(s) Bids

DC Torpin provided the Board with an update on the status of the bids for a new engine(s). DC Torpin reported that the apparatus committee plans to have a recommendation by the end of the week. A discussion ensued. Following the discussion Commissioner Peterson motioned to approve the purchase of two new engines at the same time. The motion was seconded by Commissioner Gehrke, and passed with a vote of 4 to 0.

DC Torpin provided an update on the flood mitigation project at Station 57. The wall has been completed and they are finishing a few last items. A discussion ensued.

3.5 Financial Communications

Chief Weathers indicated that the financial communications were already discussed under item 3.2 and 3.3 on the agenda. Chief Weathers requested that if any Commissioners have suggestions or requests for the new intranet or website to forward them to Kelly.

3.6 Fire Chief's 2010 Goals

Chief Weathers provided the Board with his goals for 2010 which were:

1. To continue the work we have initiated in leading the department to embrace the Mission, Vision and Values of the District and that every action taken is consistent with these guidelines.
2. To oversee the construction of the new Station 51
3. To regain a level of personal health commensurate to my age and ability.

Chief Weathers was requested to email the Board his list of goals.

3.7 Awards Banquet

Commissioner Maehren suggested adding a Commissioner award for the employee of the year in the form of a gift certificate. A discussion ensued, with no action taken.

Assignment: Chief Weathers will update the Financial Activity Communication Schedule to have the yearend reports presented in March instead February.

Assignment: Chief Weathers is to update the agenda by removing item 3.3 Long Term Financial Planning.

Assignment: Chief Weathers is to email the Board his list of goals for 2010.

IV. ACTION ITEMS

4.1 Critical Issues – Policies 1260 to 1520

This item was moved to be discussed at the next regularly scheduled meeting on December 1, 2009.

4.2 US Bank Transition Approval

Chief Weathers indicated this change is required since King County is changing from Key Bank to US Bank. Commissioner Gehrke motioned to approve the change to US Bank. The motion was seconded by Commissioner Maehren, and passed with a vote of 4 to 0.

V. FIRE CHIEF'S REPORT

The Fire Chief's report was submitted to the Board via email. Chief Weathers reported that the department provided coverage to Kirkland Fire during the memorial service for FF Goldberg.

Commissioner Maehren reported that he and Fire Chief Weathers attended the NORCOM open house. Commissioner Maehren passed out a NORCOM flyer he received at the open house.

Commissioner Maehren inquired about the status of the health care quotes. Chief Weathers indicated that Gallagher could not provide any cost savings and that administration was still reviewing the options provided by Gordon MacIlvennie.

VI. CONSENT CALENDAR

6.1 Approval of Minutes, Vouchers and Resolutions

Commissioner Maehren suggested approving the meeting minutes with both his and Commissioner Armanini's suggested changes. A discussion ensued.

A discussion ensued regarding attachments to the meeting minutes, should they be paper copies or electronic. Following the discussion Commissioner Peterson motioned that all attachments must be paper copies and stored in the notebook with the original meeting minutes. The motion was seconded by Commissioner Gehrke and passed with a vote of 4 to 0.

Commissioner Maehren motioned to approve the meeting minutes with his and Commissioner Armanini's suggestions. The motion was seconded by Commissioner Gehrke and passed with a vote of 4 to 0.

Legal Counsel Kinnon Williams provided an overview of Resolutions 09-12, 09-13, 09-14 and 09-15. Following a brief discussion of the Resolutions Commissioner Peterson motioned to approve the General Fund vouchers 11051 to 11074 (\$22,301.28), 11075 to 11079 (\$54,823.28), Reserve Fund Vouchers 11007 to 11010 (\$94,676.10), Capital Fund Vouchers 11002 to 11003 (\$3,116.50), wire transfer to Harmatta (11/18/09) totaling \$322,403.04 and Resolutions 09-12, 09-13, 09-14 and 09-15. The motion was seconded by Commissioner Maehren and passed with a vote of 4 to 0.

VII. EXECUTIVE SESSION

At 1835 hours the Board moved into Executive Session to discuss negotiations and potential litigation with legal counsel pursuant to 42.30.110 until 1850 hours. At 1850 hours the Board returned to regular session.

Following the return to regular session Commissioner Peterson motioned to ratify the settlement with Curt Allen as provided by legal counsel. The motion was seconded by Commissioner Maehren, and passed with a vote of 4 to 0.

ADJORNMENT

The meeting was adjourned at 1855 hours.

NEXT MEETING DATE

The next regularly scheduled Commissioners meeting is for December 1, 2009.

Attachments

Agenda
Fire Chief's Report
Warrants of King County Fire District No. 16
Owner/Architect Project Meeting Notes
NORCOM flyer

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 December 1, 2009