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King County Fire Protection District 40

Regular Commissioners' Meeting
January 31, 2008
4:30 p.m.

<u>Commissioner</u> CRAIG VIOLANTE	<u>Commissioner</u> CHARLOTTE RYAN	<u>Commissioner</u> GLEN CONAWAY
<u>Commissioner</u> RUSS PRICE		<u>Commissioner</u> RONNIE BEHNKE
<u>Battalion Chief</u> STAN MOE		<u>Board Secretary</u> RENA HARDY

CALL TO ORDER:

Commissioner Violante called the regular meeting of the Board of Fire Commissioners for King County Fire Protection District 40 to order at 4:30 p.m. Commissioners present for the Call to Order: Violante, Ryan Conaway and Price. Commissioner Behnke was present by speaker phone. Also attending were BC Moe, Secretary Hardy, PE Garvich, Lt. Wallgren, Consultant Paul Witt, Attorney Kinnon Williams, Renton Fire Chief David Daniels, Renton Deputy Chief Chuck Duffy, Renton Chief Administrative Assistant Marty Wine and guests Aston Blaylock, Ole Brandal, Gene Ewalt, Dave McCammon and S. Kosai. (There were others present who did not sign in.)

CITIZEN COMMENTS FOR AGENDA ITEMS:

There were no Citizen comments for agenda items.

DISTRICT PERSONNEL COMMENTS FOR AGENDA ITEMS:

There were no District Personnel comments for agenda items.

CORRESPONDENCE:

Correspondence received consisted of two cash transmittal receipts in respective amounts of \$1,325 and \$90.47 for a total of \$1,415.47 deposited to the Expense Fund; a notice of hearing from the Boundary Review Board regarding the Aqua Barn Annexation; a letter from the City of Kent Fire Chief Schneider regarding the training contract; a letter from Nick Bujanovich and a Legislative Report from the WFCFA. Secretary Hardy read the letter from Chief Schneider and from Nick Bujanovich. A copy of the correspondences will be placed on file with these minutes.

FINANCIAL REPORTS:

Financial Reports as follows were provided by e-mail to the Board, Chief Officers and Board Secretary prior to the meeting: Copies of the reports were available at the

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meeting for those interested in reviewing the information. (A copy of said reports is on file with the District's minutes.)

- a. Treasurer's Report
- b. Budget Report
- c. Investment Report
- d. Taxes Receivable Schedule

FIRE CHIEF'S REPORT - Presented by BC Moe:

Appreciation/Recognition:

FF Tom Sowards is recognized for having served 20 years as a career Firefighter and as a Volunteer prior to being hired.

Personnel:

BC Workshop:

BC Jensen and BC Johnson attended a 4 day BC Candidate Workshop with members of the Renton Fire Department. The two reported that the training seminar was a great learning experience.

FF Baker:

FF Baker has completed his first year of FATC. Congratulations Josh.

Service Pins – February 2008

Dave Arends – 15 years
Keith Wall – 15 years
Tom Sowards – 20 years

New Items:

FF Jackmond:

FF Jackmond is working day shift 8:00 a.m. to 5:00 p.m. retraining at the Firefighter level. He continues to work at the computer project through the transition period.

Records Organization:

BC Moe reported that he has been doing a great deal of “house cleaning” to organize and archive District 40 records.

Mail Box:

The mail box at the old Headquarters Station has been moved to the New Station so that District 40 mail can be delivered to this location when the office is not staffed.

Apparatus 420:

The 1992 Ford Explorer that was declared surplus to the needs of the District by Board Resolution No. 441 in May has been sold for \$3,000 to Klickitat Fire District 11.

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Transition Update:

BC Moe reported that he met with Chief Duffy on January 22 and 28 regarding plans for transition. BC Moe supplied Board Members with a copy of a list of tasks that are being worked on to help with the transition for Renton Services. A copy of the update along with plans for Administrative and Operations charts of tasks and responsible people and a list of contracts that need to be addressed.

The update makes mention of projects and personnel as follows:

- Mechanic Bill Schoppert – Rolling Stock, tools and Mechanic Facility
- Maintenance Lon Ledvina – Facilities Information
- FF Sowards – SCBA compatibility
- FF Eastwood – Maps
- FF Pedersen – Radios and Pagers
- FF Adams – EMS Training and Equipment
- FF Anderson/Kern/Blakeslee – Engine & Aid Units Inventories
- DFM Haydock – Code Enforcement and High Risk areas
- BC Jensen – Training Records
- BC Johnson – Safety Records and Engine/Aid Units compatibility
- Secretary Davis – Has been running all 3 Offices
- PE Garvich/FF Adams – FEMA Grant
- FF Jackmond/Deanna Gratzner – Phones/Computers/Contracts

All areas are undergoing lots of house cleaning and records organizing and archiving. BC Moe commended all of the personnel who are working hard on the various projects to help with a smooth transition. A copy of the information sheets will be placed on file with these minutes.

CERT:

Mindi Mattson is finishing up a regional CERT class and completing tasks at District 40.

Thermal Image Camera:

A Thermal Image Camera (TIC) has been ordered and will be here soon. The equipment was approved for purchase from grant funds.

CO Detector:

A new Carbon Dioxide Detector has been ordered and will be here soon for placement on emergency equipment.

Renton Economic Development Outreach:

The City of Renton has planned an outreach Open House on February 13, 2008 from 3:00 to 6:00 p.m. at Station 42 for Businesses in the Annexation area. An information sheet includes Renton's Business Development Efforts, the City's Finance Information and contact divisions and phone numbers.

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PUBLIC INFORMATION PRESENTATION REGARDING RENTON CONTRACT:

Introduction:

Board Chair Commissioner Violante introduced the Board Members, noting that Commissioner Ryan is the newest member of the Board and that Commissioner Conaway lives within the annexation area and will therefore be leaving the Board on March 1, 2008. The Commissioner introduced Attorney Kinnon Williams and Consultant Paul Witt. He welcomed those in attendance and said that there will be an opportunity for those who have questions regarding the information that will be presented at the end of the presentation. He explained that with the annexation of the Benson Hills area and other annexations that are in the works, the Board is concerned with sustainability of services for the remaining portion of the District.

Paul Witt – History and Background of Concept:

Consultant Paul Witt made a slide presentation that included information regarding the Growth Management Act and Potential Annexation Areas. He explained some benchmarks of where we are and how the District arrived at the decision of contracting for services following the movement toward and November passing of the Ballot Measure for the Benson Hills Annexation. The slide presentation included the District's geography and service overview with maps illustrating what the District will look like after the Annexation takes effect on March 1, 2008. A copy of the slides will be placed on file with these minutes.

Attorney Williams – Contract Details:

Attorney Kinnon Williams presented information on the contract details including the term of 20 years, continuing dialogue and input from the District, dispute resolution, cost formula and addressing the impact of incremental annexation to allow for sustainable Fire and Emergency Services.

The Attorney said that he has worked with other agencies under similar circumstances and has studied and adapted successful contracts to fit the needs of District 40. A copy of the slides will be placed on file with these minutes.

Renton Fire Chief Daniels – Services to be Provided:

Renton Fire Chief David Daniels spoke on the services that would be provided through a contract for the remaining portion of District 40 after the annexation takes effect on March 1, 2008. He noted that currently in Fire District 40 there are two engines with 3 personnel and one aid car with 2 personnel. Under the contract, the Fairwood station will have one engine with four personnel and an aid car with 2 personnel. The Command vehicle will have a driver and an officer. The City fire units have four personnel and has a fire insurance rating of 3. District 40's rating is 4. Services will be the same within the District is provided within the City.

Renton has changed the name of its Fire Department to a more fitting Emergency Services Department because they provide aid service as well as fire suppression and the majority of incidents are aid calls. Chief Daniels said that the city will manage staffing, equipment and training. The goal is to keep people in the area that they belong in and give three groups of bosses what they want. The Commissioners at District 25 and District 40 and the City Council are representing the interest of the people they serve. Chief Daniels

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said that they look forward to a long term connection; Chief Duffy will attend District 40 Board meetings and Chief Daniels will also attend meetings frequently. Dialogue will continue to assure that service meets the standards of the contract.

Public Comment:

Board Chair Commissioner Violante invited comments or questions from those present.

Dave McCammon said that he feels that the Board has taken a responsible fiscal view and the outcome looks positive. He hopes that the plan works out.

Dick Matthias asked if there will be an aid car at Fairwood. Chief Daniels said there will be most of the time taking into consideration staffing due to leaves and other unforeseen circumstances.

Russ Radke said that he has sat in on many Board meetings and thanked the Board for looking out for the best interests of the citizens it serves. He thanked Chief Daniels for presenting a clear picture of what to expect for services.

Kristen Harris asked if the Firefighters will be losing seniority or if that issue has been resolved. Union President Carl Pedersen replied that the local here has voted and it has been ratified by Renton's union to merge into that union. The Firefighters in District 40 look forward to serving under the new arrangements.

UNFINISHED BUSINESS:

Proposed Renton Contract:

Board Chair Commissioner Violante called on Attorney Kinnon Williams to present the contract for Board action.

Attorney Williams said that his firm as worked with Renton for a period of time to complete terms of the contract to look out for the best interest of the citizens of the District and to provide sustainability for District 40. His staff has checked for typos and finds that the Contract as presented is a complete package and he recommends that the Board adopt it.

A **MOTION** was made by Commissioner Price and **SECONDED** by Commissioner Ryan to adopt the Contract between District 40 and the City of Renton providing that Renton provide Fire and Emergency Services for District 40 as it remains following the Benson Hills Annexation, including Memo's of Understanding as passed by previous Board action. The **MOTION PASSED UNANIMOUSLY.**

Two copies of the contract were signed by Board Chair Commissioner Violante, District Secretary Hardy and Attorney Williams. Renton will return one executed copy of the contract for the District files.

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NEW BUSINESS:

Board Chair announced that the Planning Workgroup has been tasked with looking at what to do with old Station 42 and the old Headquarters.

A procedure needs to be in place for Commissioner Conway's replacement. Consultant Paul Witt said that he has a file available for procedures for the last appointment to the Board.

CONSENT CALENDAR:

- a. Minutes of the Previous Meeting – January 10, 2008
- b. Minutes of Special Meeting – January 18, 2008
- c. Expense Fund Vouchers No. 02495 through 02536 -- Amount \$199,074.42
- d. Bond Fund Vouchers No. 01172 through 01176 – Amount \$142,318.96

A **MOTION** was made by Commissioner Conaway and **SECONDED** by Commissioner Price to approve the consent calendar as presented. The **MOTION CARRIED**.

WORKGROUP REPORTS:

Intergovernmental Affairs:

Commissioner Violante said that other than Board action taken earlier in the meeting, there is nothing new to report.

Labor: There is nothing new to report at this time.

Renton Transition:

The group will start looking at the list provided by Chief Moe and continue planning toward a smooth transition.

Budget and Review:

The group has not met recently. Commissioner Violante said that he was pleased to hear that a CO Unit has been purchased. He recently had a personal experience with a home CO detector that reinforced for him the importance of having emergency responding units equipped accordingly.

Insurance:

The workgroup will be meeting soon regarding the April 1, 2008 renewal and to give information on the contract and how that will affect coverage within the District.

Strategic Planning:

Commissioner Price said that the Contractor has been notified regarding liquidated damages and has had a letter back from their attorney. An executive session is needed.

CITIZEN COMMENTS:

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Kristen Harris congratulated the Board on making a good decision to look out for the citizens of the District through a contract for services. She credits Consultant Paul Witt and Attorney Kinnon Williams with seeing that those concerns were addressed.

Consultant Paul Witt said that the City staff including Human Resources, Legal and finance departments did a great deal of work to help with the process.

Commissioner Violante thanked Chief Daniels and Chief Duffy and especially Marty Wine for all of their efforts. He said that Marty was a stabilizing force and it would have been much more difficult to make it come together without her calming influence.

DISTRICT PERSONNEL COMMENTS:

BC Moe said that the County has been contacted to remove the traffic stripes and signs from the street in front of the old station 42.

FF Carl Pedersen thanked the Board for their hard work on the Contract. He said they did a great job and that the uniform personnel wish for a successful transition.

EXECUTIVE SESSION:

At 6:05 p.m. Board went into a fifteen-minute Executive to discuss possible litigation under guidelines of RCW 42.30.110. The Executive Session ended at 6:25 p.m.

There was no further business or discussion and the meeting was adjourned at 6:25 p.m.

The next regular meeting of the Board of Fire Commissioners will be held on *Thursday February 14, 2008 at 4:30 P.M.*

Craig Violante, Chair

Charlotte Ryan, Commissioner

Glen Conaway, Commissioner

Russ Price, Commissioner

Ronnie Behnke, Vice Chair

Rena Hardy, District Secretary

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Attachment Meeting Agenda
Chief's Report and Three Information Sheets(01/31/08)
Public Information Agenda and Slide Presentations Witt/Williams
Voucher Detail Listings
Financial Reports
Renton Contract & 2 MOU's
Renton Open House Notice for Businesses in Annexation Area
Nick Bujanovich Letter
City of Kent Letter Re: Training Contract
Boundary Review Letter Re: Aqua Barn Annexation
WFCA Legislative Report

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02/14/08