



**KING COUNTY FIRE PROTECTION
DISTRICT 40
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING
7/14/2016**

“FINAL”

DATE: July 14, 2016

PURPOSE: Regular Monthly Meeting

LOCATION: Fire Station 13, 18002 – 108th Ave SE, Renton

ATTENDANCE: **KCFD #40**

Commissioner Ryan
Commissioner Little
Commissioner Nichelson
Commissioner Sartnurak
Commissioner Parsons

RENTON

Mark Peterson, Chief
Erik Wallgren, Deputy Chief
Julie Bray, Board Secretary
Tracy Schuld, Renton Finance

PUBLIC

None

CALL TO ORDER:

Board Chair Ryan called the regular meeting of the Board of Fire Commissioners for King County Fire Protection District #40 to order at 5:00 p.m. Commissioners present for the Call to Order: Ryan, Nichelson, Sartnurak, Parsons and Little. Also attending were Chief Peterson, DC Wallgren, Julie Bray, and Tracy Schuld. No Commissioners plan to be absent from the next meeting.

CORRESPONDENCE:

None

FINANCIAL REPORTS:

- Tracy Schuld distributed the Financial Reports to the Board. She has not input the revenue side; she will do that in July.
- The Budget has been adjusted for the Commissioner’s seminar attendance as requested at the May meeting.
- The Board reviewed the Annual State Auditor’s Report for 2015. There were no questions asked and no action taken.
- Commissioner Little questioned the seminar expenses listed in the report. This was actually the cost to send Tracy to a Bias training class.

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FIRE CHIEF'S REPORT:

- Chief Peterson reported that the City of Renton Fire Department and King County Fire District #25 officially became a Regional Fire Authority (RFA) on July 1st, 2016.
- The RFA has extended 2 offers for the Human Resources and Finance positions. Both have accepted and will begin work on July 18th.
- The RFA has extended 4 offers to the firefighter candidates on the hire list. He was unsure of their status. They will be holding interviews with the candidates off of the lateral list on Friday to fill the last 2 positions.
- The contracts for Local 2170, 864 and the Battalion Chiefs have all been ratified.
- This afternoon, Chief Peterson promoted Craig Soucy to a BC/SO position, Chuck DeSmith to a Captain position and Tom Sowards (originally from Dist. #40) to a lieutenant.
- Chief Peterson submitted his intent to retire effective the end of September. The Board thanked him for his service and all of his help. Chief Peterson will be meeting with the Governance Board next Monday to develop a transition plan. He hopes to have someone in place by the 1st of January.

UNFINISHED BUSINESS:

- Covered under Financial Reports.

CONSENT CALENDAR:

Approval of Minutes – June 9, 2016

Expense Fund Vouchers - #160601001-#160601007 (\$5,338.16).

Payroll/EFTS - \$1,223.10.

Commissioner Nichelson made a **motion** to approve the calendar with one vote; **seconded** by Commissioner Sartnurak. **Motion passed unanimously (5-0).**

NEW BUSINESS:

- **Activities Policies:** Commissioner Little reported that she attended the last King County Fire Commissioners meeting and they discussed the policies outlining Commissioner activities. Commissioners Nichelson and Little will review the policies and make recommendations to the Board at the next meeting. Commissioner Little made a **motion** to renew the District's membership in the King County Commissioners; **seconded** by Commissioner Nichelson. **Motion passed unanimously (5-0).**

WORKGROUP REPORTS:

1. Capital Facilities:

- A. Commissioner Sarturnak reported that she had asked for further information on the Limo service that wanted lease Station #42, but she has not heard back from the realtors. She will attempt to contact them to get more information.
- B. Commissioner Ryan asked the Board if they would like to hire someone to do the clean-up at Station #42 since it has gotten so overgrown. DC Wallgren will get some information on the company the City uses and report it to the Board.

2. Equipment: None

3. Community Relations: Commissioner Little is still trying to contact Preeti about doing a newsletter.

4. Finance: None

5. Special Projects:

A. Fairwood 50:

- Commissioner Nicholson met with King County Parks regarding apparatus and table placement. She stressed that the apparatus will need immediate egress if they get a call.
- Commissioner Ryan is looking for a volunteer to dress as Sparky during the celebration.
- Commissioner Nicholson would like to order firefighter hats and tattoos (Dalmatians and fire engines). Commissioner Ryan made a **motion** to authorize the purchase of up to \$750 worth of supplies for the event; **seconded** by Commissioner Parsons. **Motion passed unanimously (5-0)**. If there is a problem, contact Tracy for help.
- The issue of parking was brought up. There is a church parking lot across the street and they might possibly have a van to shuttle people. The Board was very adamant about not wanting people to cross Petrovitsky to get to the event.
- Residents in the Fairwood area have been mailed a postcard notifying them of the event.
- The event will feature a band, donations of food from Safeway & Taco Time, the Explorers, and a movie at dusk (child appropriate).

REGIONAL FIRE AUTHORITY (RFA):

- Commissioner Sartnurak reported that she attended the first meeting of the RFA where many resolutions were passed to get the Authority up and running. There will be an 18 month transition period for Human Resources and Finance. The RFA will have a 42 month transition period for IT services and fleet maintenance.
- Commissioner Nicholson asked about the changing of email addresses. DC Wallgren informed her that their existing mailboxes will forward all email to their new address for at least a year.
- Commissioner Nicholson also asked why they were not receiving notices of the need to change their password. DC Wallgren will look into the issue.

CITIZEN COMMENTS:

None

EXECUTIVE SESSION:

None

ONCE AROUND THE TABLE:

All Commissioners were happy to be here. Commissioner Ryan attended the Return to Renton car show. Commissioner Sartnurak asked about business cards. The Finance Director will order them once he's on board.

ADJOURNMENT:

There was no further business or discussion and the meeting was adjourned at 6:00 p.m.

The next regular meeting of the Board of Fire Commissioners will be held on ***Thursday, August 11, 2016 at 5:00 P.M.***


Cheryl Nicholson, Commissioner


Linda Sartnurak, Commissioner


Steve Parsons, Commissioner


Ronnie Little, Commissioner


Charlotte Ryan, Chair


Julie Bray, Board Secretary

Attachments: Meeting Agenda
Chief's Report
Annual SAO Report
Financial Reports

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