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**KING COUNTY FIRE PROTECTION DISTRICT 40**  
**BOARD OF FIRE COMMISSIONERS**  
**REGULAR MEETING MINUTES**



**2/11/2021**

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**DATE:** February 11, 2021  
**TIME:** 5:00 PM  
**PURPOSE:** Regular Meeting  
**LOCATION:** ZOOM MEETING ([www.zoom.us](http://www.zoom.us))  
Meeting ID: 886 4934 4889  
Password: 245066

**ATTENDANCE:**

**KCFD #40**

Ronnie Little, Commissioner  
Cheryl Nichelson, Commissioner  
Charlotte Ryan, Commissioner  
Linda Sartnurak, Commissioner  
Andrew Schneider, Commissioner  
  
Laura Buckley, District Secretary  
Eric Quinn, Attorney

**RENTON RFA**

Scott Murphy, Facilities Manager  
Robert Hyslop, Lieutenant  
Chris Krystofiak, Lieutenant  
Rick Laycock, Lieutenant  
Nathan Blakeslee, Captain  
Charles DeSmith, Deputy Chief  
Mark Seaver, Deputy Chief  
Roy Gunsolus, Assistant Chief  
Steve Heitman, Fire Chief

**PUBLIC**

Vivek Ajudia, SAO Lead  
Joe Ramos, SAO Supervisor  
Alex Beherndt, SAO Manager  
Sean Penwell, PSRFA Division Chief  
Larry Rabel, PSRFA Division Chief

**CALL TO ORDER + MOTION FOR ABSENT COMMISSIONERS:**

Commissioner Ryan called the regular meeting of King County Fire Protection District #40 to order at 5:01 PM with Commissioners Little, Nichelson, Sartnurak, and Schneider present. No absentee motions were requested for the next regular board meeting scheduled March 11, 2021.

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Commissioner Ryan led the pledge of allegiance.

**STATE AUDIT REPORT:**

- **Presentation and Exit Interview FD40 2019 Annual Report**

WA State Auditor, Vivek Ajudia, lead the exit interview presentation of the King County Fire District #40 2019 Accountability and Financial audits for the 2019 calendar year. SAO Supervisor, Joe Ramos, and SAO Manager, Alex Beherndt, congratulated KCFD40 on another clean audit.

Copies of the 2019 Financial and Accountability Audit Reports are on file with the minutes.

**FIRE BENEFIT CHARGE (FBC) HEARING**

Commissioner Ryan called the Benefit Charge Petition Review Hearing of King County Fire Protection District #40 to order at 5:24PM (per RCW 52.18.060). Puget Sound RFA Performance Measurement Division Chief, Larry Rabel, gave a presentation on the 2021 Fire Benefit Charge, including year-over-year comparisons, staff reports, the benefit charge formula and the petition process. He reported that FD40 received and reviewed 17 petitions for benefit charge adjustments; of which eight have been approved, seven were not validated, and two are still pending. FBC Planning services are managed by Lieutenant Rick Laycock, Division Chief Sean Penwell and Division Chief Larry Rabel. Mr. Rabel suggested that the board adopt a resolution establishing updated factors and apportions for the 2022 Fire Benefit Charge.

A Special Meeting has been scheduled for Thursday, February 25, 2021 at 5pm to review and close the Petition Hearing. The Benefit Charge Petition Review Hearing recessed at 5:45PM, and the regular meeting reconvened.

A copy of the 2021 Fire Benefit Charge presentation is on file with the minutes.

**CORRESPONDENCE:**

- **NONE**

**UNFINISHED BUSINESS:**

- **Engine Purchase Update**

Commissioner Sartnurak and Deputy Chief Seaver reported the Station 17 Pierce Enforcer Pumper has been ordered from Hughes. District Secretary Buckley confirmed the check has been ordered from King County and will be mailed to the vendor upon receipt.

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- **GEMT Transport Update**

Deputy Chief DeSmith confirmed Renton RFA officially began insurance and Medicare transport billing on February 1, 2021. Medicaid transport billing will be retroactive after one-year. Systems Design West has been contracted to assist with the process. Deputy Chief DeSmith verified all Station 17 medical transports will be tracked appropriately for proper funds disbursement to KCFD40.

- **Fire Service Contract Negotiation Update**

KCFD40 Attorney, Eric Quinn, reviewed the interest-based contract negotiation meetings attended by Commissioners Schneider and Sartnurak; Fire Chief Heitman, Deputy Chief Gunsolus and Administrative Supervisor Christine Noddings represented Renton RFA at the last meeting held February 8, 2021. Attorney Quinn outlined the interest-based bargaining ground rules as agreed upon by both agencies. Chief Heitman expressed an environment with good, positive motivations. Commissioner Ryan will attend the third negotiation session scheduled for February 22, 2021: 10:00AM-12:00PM.

A copy of the interest-based bargaining ground rules is on file with the minutes.

- **Seattle Public Utilities Contract**

KCFD40 Attorney, Eric Quinn, announced Seattle Public Utilities has signed the contract, finalizing the new annual amount assessed to SPU from KCFD40. The District Secretary is advised to invoice SPU for 2021 fire protection services at the new rate.

A copy of the fully executed Seattle Public Utilities contract is on file with the minutes.

### **NEW BUSINESS:**

- **Annual Workgroup Review**

Board Chair Ryan requested the commissioners review their current workgroup assignments; assignment modification requests will be reviewed at the next regular meeting scheduled March 11, 2021.

- Commissioner Nicholson, with the Communications Workgroup, requested ideas for future mask giveaways be reviewed at the March 11, 2021 board meeting; the district has a large quantity of masks in storage to be distributed to the residents of Fire District 40. Commissioner Nicholson suggested donating to the local schools when they re-open and Deputy Chief DeSmith suggested the possibility that masks could be delivered to local schools by fire truck as they plan on welcoming them back, all commissioners were in support.

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## **CHIEF'S REPORT:**

Chief Heitman went over the following items from the Chief's report:

1. Congratulations are in Order
2. PSERN Project Update
3. Division Reports
  - Deputy Chief Gunsolus reviewed Response Services
  - Deputy Chief Seaver reviewed Support Services
    - Special thanks of appreciation to Logistics Captain Dan Hawkins and Logistics Coordinator Richard Wolleat for their work outfitting the new recruits.
  - Deputy Chief DeSmith reviewed EMS/Health & Safety
4. Data for the January Response Operations Statistics is currently unavailable. This report will be distributed shortly after the meeting.
  - Deputy Chief Gunsolus advised two months of statistics will be provided next month utilizing new ESO system data.

A copy of the Chief's Report is on file with the minutes.

## **FINANCIAL REPORTS:**

The January Cash Flow and Treasurer's Reports were not ready in time for the meeting, the District Secretary will distribute the financial reports to the board once available.

## **CONSENT AGENDA:**

The consent agenda consisted of:

- January 14, 2021 Regular Meeting Minutes
- February Special A/P Voucher in the amount of \$817,661.41
- February A/P Vouchers in the amount of \$14,872.24
- February Payroll in the amount of \$2,468.75

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

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

## **WORKGROUP REPORTS:**

- **Finance** (Nichelson + Ryan)

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Nothing to report.

- **Communications** (Nichelson + Ryan)  
Commissioner Nichelson received Chief Heitman's approval to feature him in the district's next newsletter as the new Fire District 40 Fire Chief.
- **Facilities & Equipment** (Sartnurak + Schneider)  
Commissioner Sartnurak thanks Facilities Manager Scott Murphy and Facilities Technician Don Highley for all their work at Station 17, the new lighting looks fantastic.
- **Special Projects** (Little + Schneider)  
Commissioner Schneider reported the KCFD40 logo hats should arrive within the next 1-2 weeks. The policies workgroup is preparing to begin annual review and updates of policies.
- **Contract Review & Options** (Sartnurak + Little)  
Nothing to report.
- **Renton RFA Liaison** (Sartnurak)  
Nothing to report.

#### **PUBLIC COMMENT:**

Lieutenant Robert Hyslop commented on the COVID-19 test and vaccinations sites previously discussed by Deputy Chief DeSmith in the Chief's Report. The crews staffing these sites are proud to be able to support the community, utilizing between 4-6 employees per day staffing mobile units.

#### **GOOD OF THE ORDER:**

- Commissioner Sartnurak thanked new Fire Chief Heitman for all his hard work for the community.
- Commissioner Schneider welcomed Fire Chief Heitman and extended thanks to Renton RFA Chiefs DeSmith, Gunsolus, and Seaver for facilitating an easy transition between Fire Chiefs.
- Commissioner Ryan welcomed and thanked Fire Chief Heitman for his work in the organization.

#### **ADJOURNMENT:**

As there was no further business, the meeting was adjourned at 6:33 PM.

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*Ronnie Little*

Ronnie Little, Commissioner

*Cheryl Nicholson*

Cheryl Nicholson, Commissioner

*Charlotte Ryan*

Charlotte Ryan, Commissioner

*Linda Sartnurak*

Linda Sartnurak, Commissioner

*Andrew Schneider*

Andrew Schneider, Commissioner

*Laura Buckley*

Laura Buckley, District Secretary

The next regular meeting of the Board of Fire Commissioners will be held on **Thursday, March 11, 2021 at 5:00 PM via Zoom.**

Attachments: Agenda

2019 Annual Financial and Accountability Audit Reports

2021 Fire Benefit Charge Presentation

KCFD40 & Renton RFA Interest-Based Bargaining Ground Rules

Seattle Public Utilities Contract

Chief's Report

Voucher Approval Documents

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