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# KING COUNTY FIRE PROTECTION DISTRICT 40



## BOARD OF FIRE COMMISSIONERS

### REGULAR MEETING MINUTES

**7/8/2021**

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**DATE:** July 8, 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 Nicholson, Commissioner  
Charlotte Ryan, Commissioner  
Linda Sartnurak, Commissioner  
Andrew Schneider, Commissioner  
Eric Quinn, Attorney

**RENTON RFA**

Charles DeSmith, Deputy Chief  
Steve Heitman, Fire Chief  
Chris Krystofiak, Lieutenant  
Scott Murphy, Facilities Manager  
Mark Seaver, Deputy Chief  
Craig Soucy, Battalion Chief

**PUBLIC**

Don Bivins, ESCI Consultant  
Joe Pratt  
Jim Torpin, ESCI Consultant

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

Commissioner Sartnurak called the regular meeting of King County Fire Protection District #40 to order at 5:00 PM with Commissioners Little, Nicholson, Ryan, and Schneider present. District Secretary Buckley was on vacation and not in attendance. No absentee motions were requested for the next regular board meeting scheduled for August 12, 2021.

Commissioner Sartnurak led the pledge of allegiance.

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## **CHIEF'S REPORT:**

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

1. Congratulations to those completing their JATC Step 2A
2. Promotions/Retirements (pinning ceremony will be held at the RFA regular meeting on July 13)
3. Stations are slowly opening to the public again beginning July 6
4. RRFA Benefit Charge Renewal process
5. Department of Natural Resources (DNR) Contract Renewal
6. Division Reports
  - Support Services: Deputy Chief Seaver
    - Pierce visit/Engine branding
    - Aid unit/Brush rig update
  - EMS/Health Safety: Deputy Chief DeSmith
    - New EMS Training this month for Responders
    - Safety Stand Down Review
    - House Bill 1310 (limiting police actions) Update
  - Response Operations: Deputy Chief Aho
    - Significant Incidents
    - Heatwave Responses
    - Training
    - Operations

4th of July was quieter this year and there were no calls for any structure or brush fires. The Brush Truck has been deployed to Eastern Washington. Commissioner Sartnurak reported that people were setting off fireworks in the shopping center parking lot, and she thanked the Station 17 crew for examining the LA Fitness roof to ensure no fireworks-related damage occurred.

7. Response Operations statistics YTD through June.

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

## **CORRESPONDENCE:**

NONE

## **EXECUTIVE SESSION:**

A thirty-minute executive session was called at 5:26 PM per RCW 42.30.110 (1)(i) to discuss with legal counsel representing District 40 matters relating to agency enforcement actions, or to discuss with legal counsel representing District 40 litigation or potential litigation to which

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District 40, the governing body, or a member acting in an official capacity is or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to District 40. No action will be taken.

A 15-minute extension was added to the executive session at 5:56 PM.

The regular meeting reconvened at 6:11 PM.

### **UNFINISHED BUSINESS:**

#### **Contact Information List**

An updated contract information list was presented for the Board's review. Commissioner Sartnurak thanked the District Secretary for pulling it all together.

*A copy of the updated Contact Information List is on file with the minutes.*

#### **Revised Policy #1130 (Workgroups and Organizations)**

Because both Commissioners Little and Schneider (Policies & Special Projects Workgroup) have been out of town, this item will be tabled until the next regular meeting.

### **NEW BUSINESS:**

#### **New Engine Logo Mock-up**

Deputy Chief Seaver asked that the Board review the proposed graphics mock-up for the new engine, which would have the RRFA graphic on the front and upper sides of the vehicle and the District 40 logo on the front cab doors. The Board liked what was presented and suggested that an additional graphic be included which would state, "Provided by the Citizens of Fire District 40" so that residents would know that it is their tax dollars that paid for the vehicle.

*A copy of the proposed graphics mock-up is on file with the minutes.*

#### **Ambulance Transport MOU: Notice of Termination**

Chief Heitman explained that the current transport contract between District 40 and the RRFA requires a six-month notice of termination. Therefore, the notice of termination is required as a housekeeping item as we prepare to sign the new contract for services between District 40 and the RRFA.

*A copy of the Notice of Termination is on file with the minutes.*

#### **State Auditor's Office Data Sharing Agreement**

Mr. Quinn(District 40's attorney) explained that the State Auditor is required to enter into data sharing agreements with agencies they audit. He then said he saw no issue with the contract as presented. **It was Moved by Commissioner Little to authorize the Chair sign the SAO data**

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sharing agreement. Commissioner Schneider seconded. No discussion. Motion Approved (5-0).

*A copy of the SAO agreement is on file with the minutes.*

### **FINANCIAL REPORTS:**

The June 2021 Cash Flow and Treasurer's Report data has not been received from King County, but the reports will be emailed to the Board as soon as they are available.

### **CONSENT AGENDA:**

The consent agenda consisted of:

- June 10, 2021 Regular Meeting Minutes
- July A/P Vouchers in the amount of \$7,924.92
- July Payroll in the amount of \$2,331.24

**It was Moved by Commissioner Schneider to approve the consent agenda as presented. Commissioner Nicholson seconded. No discussion. Motion Approved (5-0).**

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

### **WORKGROUP REPORTS:**

- **Finance** (Nichelson + Ryan)  
No report.
- **Communications** (Nichelson + Ryan)  
The Summer Newsletter has been mailed out.
- **Facilities & Equipment** (Sartnurak + Schneider)  
Commissioner Sartnurak reported that most of the plants at Station 17 seemed to have survived the excessive heat wave.
- **Policies & Special Projects** (Little + Schneider)  
No report.
- **Contract Review & Options** (Sartnurak + Little)  
No report.
- **Renton RFA Liaison** (Sartnurak)  
The next regular RRFA meeting will be held Tuesday, July 13. As always, she thanked the RRFA chiefs for doing a wonderful job providing informative division reports to the Board.

**PUBLIC COMMENT:**

NONE

**GOOD OF THE ORDER:**

Commissioner Schneider announced that Station 17 Captain, Nathan Blakeslee, has been reassigned to EMS day Captain, and he thanked him for his service while at Station 17. Battalion Chief Soucy reported that the new Station 17 Captain is Marcus Rismiller.

Commissioner Little reported that three King County Commissioners have recently passed away: Don Ellis and Rick Verlinda (Northshore Fire) and Jon Kennison (Shoreline Fire & former Trustee/Director of the King County Fire Commissioners Association).

**ADJOURNMENT:**

As there was no further business, the meeting was adjourned at 6:30 PM.

Ronnie Little  
Ronnie Little, Commissioner

Cheryl Nicholson  
Cheryl Nicholson, Commissioner

Andrew Schneider  
Andrew Schneider, Commissioner

Linda Sartnurak  
Linda Sartnurak, Commissioner

Charlotte Ryan  
Charlotte Ryan, Commissioner &  
Acting District Secretary

The next regular meeting of the Board of Fire Commissioners will be held on **Thursday, August 12, 2021, at 5:00PM via Zoom.**

Attachments: Agenda  
Chief's Report  
Updated Contact Information List  
Proposed Engine Mock-up Design  
Ambulance Transport Termination Notice  
SAO Data Sharing Agreement  
Voucher Approval Documents

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