
KING COUNTY FIRE PROTECTION DISTRICT 40
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING MINUTES
12/9/2021



DATE: December 9, 2021
TIME: 5:00 PM
PURPOSE: Regular Meeting
LOCATION: ZOOM MEETING (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

Will Aho, Deputy Chief
Nathan Blakeslee, Captain
Charles DeSmith, Deputy Chief
Scott Murphy, Facilities Manager
Mark Seaver, Deputy Chief

PUBLIC

None

CALL TO ORDER + MOTION FOR ABSENT COMMISSIONERS:

Commissioner Ryan called the regular meeting of King County Fire Protection District #40 to order at 5:02 PM with Commissioners Little, Nichelson, Sartnurak, and Schneider present. No absentee motions were requested for the next regular board meeting.

Commissioner Ryan led the pledge of allegiance.

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CHIEF'S REPORT:

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

- Members of the Quarter
- Annual Holiday Tree Lighting
- 2021 Firefighter Holiday Adopt-A-Family Program
- Diversity & Inclusion Workshop
- Everson Flood Deployment
- Division Reports
 - EMS/Health & Safety: Deputy Chief DeSmith
 - Female Firefighter Cancer Cohort Study (FFCCS) Study
 - GEMT Update
 - Two new CARES RN's (CARES-314 ride-alongs for KCFD40 Commissioners!)
 - Support Services: Deputy Chief Seaver
 - Aid Unit
 - Facility Update
 - Still awaiting permits on the fire panel alarm system
 - Response Operations: Deputy Chief Aho
 - 12/2 Significant Incident
 - Training
 - Extrication Block Training
 - Night Drills for all crews
 - BC Academy and Annual Training
 - IFSAC Fire Officer 2 Certification for Hyslop, Rismiller, Donnell, Alvarado, Mocharnyy, dos Remedios, and Brown
 - IFSAC Fire Instructor 2 Certification for Blakeslee and Estibal
 - Boat Based Dive
 - JATC Preparation Tower Time
 - Swiftwater Quarterly Training at Snoqualmie Falls
 - 4th Quarter Truck Training
 - NSCC Ride-Along
 - Monthly Hazmat Saturday Training focused on Hazmat Group Supervisor Training
 - Monthly Sunday Rope Tech Training
 - Public Outreach
 - HOA Meetings: Fairwood Crest, Fairwood West, Candlewood/Carriage Wood, and Woodside
 - Canine Companion Station 13 Visit

- Briarwood Elementary E316 Visit
 - Operations
 - State Mobilization for Whatcom County Request for Swiftwater Teams. RRFA was part of a 7-member team deployed to Emerson, WA to assist. Please see the attached report for Response Operations Statistics YTD through November 2021.

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

CORRESPONDENCE:

Thank You Card from Local 864

The Local 864 sent a thank you card to the Commissioners of Fire District 40 for renewing the contract for services with Renton Regional Fire Authority.

A copy of the card is on file with the minutes.

Seattle Public Utilities (SPU) Vaccination Attestation

Board Attorney Eric Quinn reviewed the request from SPU regarding the request for an attestation of the vaccination status' of all Renton RFA employees. King County Fire District 40 is a contractor for SPU, with their employees on-site employed under contract with Renton RFA. Board Chair Ryan will complete and send in the attestation on behalf of Station 17.

A copy of the attestation is on file with the minutes.

UNFINISHED BUSINESS:

Resolution No. 567 (Surplus Station 17 La-Z-Boy Furniture)

Commissioner Ryan presented a Resolution to surplus the La-Z-Boy furniture at Station 17. The La-Z-Boy furniture has no value and has since been replaced by Renton RFA. The resolution has been reviewed and approved by legal counsel.

It was Moved by Commissioner Schneider to approve Resolution No. 567 as presented. Commissioner Little seconded. No discussion. Motion Approved (5-0).

A copy of the Resolution is on file with the minutes.

Christmas 2021 "Adopt-A-Family"

Commissioner Nicholson would like the board to be involved in a holiday program with Renton RFA, although she is aware it may be too late to participate in a joint effort this year. The intent would be to provide donations within the fire district. She heard that Fairwood Elementary had a "Giving Tree" for children or families in need in our area, although this program too is well

underway. District Secretary Buckley suggested adopting a “Senior” from the new assisted living facility in Fairwood. The Special Projects Committee has offered to reach out to the assisted living facility to see if there are any seniors in need this holiday season that the Commissioners can help directly. Commissioner Schneider also suggested they may be interested in the La-Z-Boy recliners previously approved as surplus.

NEW BUSINESS:

Resolution No. 568 (2022 Budget)

Commissioners Ryan began by thanking District Secretary Buckley for submitting all resolutions to King County for 2022 prior to the deadline. She then presented and reviewed the final 2022 Budget in detail for the Board of Commissioners.

It was Moved by Commissioner Nicholson to adopt Resolution No. 568 as presented. Commissioner Little seconded. No discussion. Motion Approved (5-0).

A copy of the Resolution is on file with the minutes.

Station 17 Staffing

Commissioner Nicholson inquired on the staffing at Station 17 upon review of the December 2021 roster presented to Fire District 40, denoting many open positions. Deputy Chief Aho stated the station bidding was completed in early October 2021 and the vacancies shown at Station 17 are considered “normal” movement. The Renton RFA is down eleven staffed positions due to retirements. There are four firefighters schedule to graduate the academy in January 2022, and six firefighters were recently hired to begin the training academy on December 16, 2021, translating to a July 2022 “on the street” start date. Chief Aho is aware the current snapshot reflects quite a few holes in the Station 17 staffing, however in January 2022 we should see positions fill in as crews opt to focus on residential response versus commercial response zones. Chief Aho recognizes the importance of Station 17 and the staffing needs being met, he reiterated there are no staff reduction plans if that is of concern.

Draft Winter Newsletter

Commissioner Ryan presented the draft Winter newsletter to the board, stating Chief Heitman had requested two suggestions for amendment. One of which, Commissioner Ryan was hoping to reach a compromise regarding the Open House held at Station 17. She will contact Chief Heitman (not present at this evening’s meeting) to clarify she can update the verbiage. The Communications Workgroup requested and obtained permission from the board to send out the Winter newsletter the last week of December 2021, pending the change approval with Chief Heitman.

A copy of the draft newsletter is on file with the minutes.

Special Meeting Scheduling Requests

January 6, 2022: Commissioners Pratt and Nichelson Oath of Office Ceremony & 2022 Workgroup Assignments

Commissioner Nichelson asked Chief Aho if FD40 could hold a January 6, 2022 Special Meeting at Station 13. The District would like to hold an in-person meeting at Station 13 as the Fairwood Sheriff's station is not equipped to accommodate social distancing or a reliable internet connection for the Zoom platform. Chief Aho does not expect any foreseeable conflicts with the request. District Secretary Buckley will send an email to Chief Aho confirming the date and time to finalize the Station 13 meeting room request. All Commissioners confirmed availability for a Special Meeting at Station 13 January 6, 2022, at 5pm.

February 24, 2022 Benefit Charge Petition Hearing

District Secretary Buckley advised the Board that a hearing to address Benefit Charge petitions is required to conclude the process for the 2022 calendar year. In years' past, the Benefit Charge Hearing is held two weeks after the regular February board meeting. Maintaining the previously used schedule, it is requested a Special Meeting to held on this date. All Commissioners confirmed availability for a Special Meeting via Zoom February 24, 2022, at 5pm.

FINANCIAL REPORTS:

The November 2021 Cash Flow and Treasurer's Report data was received earlier today from King County and has not yet been formatted for Board review; the reports will be emailed to the Board as soon as they are available.

CONSENT AGENDA:

The consent agenda consisted of:

- November 18, 2021, Regular Meeting Minutes
- December A/P Vouchers in the amount of \$8,656.37
- December Payroll in the amount of \$2,427.36

It was Moved by Commissioner Nichelson to approve the consent agenda as presented. Commissioner Ryan 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)
No report.
- **Facilities & Equipment** (Sartnurak + Schneider)
No report.
- **Policies & Special Projects** (Little + Schneider)
Commissioners Schneider and Little reported they will be utilizing the last month of 2021 (December) to update the policy books and getting everything in order for the start of 2022.
- **Renton RFA Liaison** (Sartnurak)
Commissioner Sartnurak stated at the November 8, 2021, Renton RFA board meeting, a request was submitted for additional information when significant incidents occur in Fire District 40 jurisdiction. This request was substantiated, and information is now being presented in the Chief's Report as previously reviewed.

PUBLIC COMMENT:

None

GOOD OF THE ORDER:

Commissioner Recognition

Board Chair Ryan presented Commissioner Little with a slideshow tribute and a plaque thanking her for her years of service, hard work, and dedication to the Board and residents of Fire District 40.

A copy of the plaque presented to Commissioner Little is on file with the minutes.

EXECUTIVE SESSION:

A ten-minute executive session was called at 5:59 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 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. Action is likely to be taken.

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A ten-minute extension was added to the executive session at 6:09 PM.

A five-minute extension was added to the executive session at 6:19 PM.

The regular meeting reconvened at 6:24 PM.

ADJOURNMENT:

As there was no further business, the meeting was adjourned at 6:25 PM.

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, January 13, 2022, at 5:00PM via Zoom.**

Attachments: Agenda
Chief's Report
Thank You Card from Local 864
Seattle Public Utilities Attestation
Resolution No. 567 (Surplus Station 17 La-Z-Boy Furniture)
Resolution No. 568 (2022 Budget)
Draft Winter Newsletter

Voucher Approval Documents
Copy of plaque presented to Commissioner Little