

**MINUTES OF THE JANUARY 21 2020 REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF KING COUNTY FIRE DISTRICT
NO. 2**

A regular meeting of the Board of Commissioners of King County Fire District No. 2 was held at Headquarters Station 28 on January 21, 2020, commencing at 5:00 p.m., pursuant to proper notice. District officials in attendance were: Commissioners Elwell, Sitterley and Peden. Also attending: Chief Mike Marrs and Acting District Secretary Eric Quinn. Others in attendance are as shown on the Attendance Roster.

Call to Order. The meeting was called to order at 5:00 p.m. by Commissioner Elwell who led the Pledge of Allegiance to our flag.

Presentations/Announcements. (1) Presentations: An Exit Conference for the 2018 Annual Audit was conducted with State Auditor representatives. Sean Fitzgerald, the assistant audit manager and Diana Kovalevich, the lead auditor were present. Ms. Kovalevich reviewed highlights of the audit and thanked Trina Norsen for her help during the audit. In the Accountability audit, there were no issues. As for the Financial Statement audit, the auditor did not identify any deficiencies in internal controls deemed to be material weaknesses. There were no uncorrected misstatements. The reports presented tonight were draft reports.

Mr. Fitzgerald said the estimated cost of the next audit would increase by nearly \$2,000 due to an increase in auditor compensation. He discussed audit surveys. He said there are local government support teams within the SAO that will assist local governments in compliance with various laws enforced by the SAO. The Board had no questions. Chair Elwell thanked the SAO for their presentations.

(2) Announcements:

- Jan 28 – Legislative Day in Olympia, 8:30 a.m. to 1:30 p.m.
- Jan 30 – Firefighter Training Academy Recruit Class 8 Graduation Ceremony, 6:00 p.m. at River of Life Fellowship in Kent
- Feb 7 – Local 1461 sponsored retirement party for BC Blaylock, 5:30 to 8:00 p.m. at Tin Room Theater
- Feb 12 – KCFCA General Membership Meeting at Burien Fire Station 28, 6:30 p.m. (topic to be announced)
- WFCFA Saturday Seminars/Snure Seminars – (Seminars meet the Open Government Trainings Act requirements, required every four years for elected officials) (Feb 22 at Davenport Hotel in Spokane and April 4 at Suquamish Clearwater Casino Resort.)

Chair Elwell announced that the KCFCA passed a resolution supporting a statewide fireworks ban.

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Correspondence. None.

Public Comment. None.

Local 1461 Comment. None.

Administration Reports. Chief Marris delivered the Chief's Report as follows:

Facilities. N/A

Equipment. N/A

Personnel. Chief Marris congratulated BC Blaylock on his retirement and said we are sad to see him go.

Chief Marris noted that Captain Joe Kupferling has requested approval of 2% education pay increase for his BA in Geography (GIS). He does a lot of GIS work for the District, so Chief Marris feels that this approval would benefit the District. He already has a 1% increase for his A.A. degree so this motion is for an additional 1% as per the agreement, Chief Marris said.

Chief Marris said there is also a motion under New Business for a 3% increase for Shauna Sheppard, to be effective January 1, 2020.

Events. Chief Marris updated the Board on the Burien MIH (Mobile Integrated Health) proposal. He mentioned a meeting with the City Manager and others, to assess area needs. A more formal presentation to the Board will be made at a future meeting.

The Chief updated the Board on the drug testing issue, and said the PERC mediation is now set for February 11, 2020. Chief Marris had a telephone conference with attorney Dave Luxenberg to discuss mediation strategy.

Chief Marris thanked Trina Norsen for another year of clean audits. The District has approximately 37 years of clean audits!

Chief Marris discussed the corona virus briefly; we are in an information gathering phase.

He said the Exchange Club dinner and auction is this coming Saturday at 6:00 p.m.

Consent Agenda. The Consent Agenda, all of which was approved 3-0, upon a motion made by Commissioner Sitterley and seconded by Commissioner Peden, consisted of the Chief's Report, and the minutes of the regular meeting of January 7, 2020
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and Voucher Approval for January as follows: **Expense Fund: No. E20-001 through No. E20-099** in the amount of \$1,221,439.84 due for payment on January 31, 2020.

Executive Session: At 5:31 p.m. Chair Elwell announced that the Board would convene into an executive session pursuant to RCW 42.30.110(1)(g) to review the performance of a public employee, for approximately 20 minutes. At 5:51 p.m. the Board extended the executive session for ten minutes. At 6:01 p.m. the Board extended the executive session for ten minutes. At 6:11 p.m. the Board extended the executive session for twenty minutes, ending the session at 6:31 p.m. and re-convened in open session at that time.

Unfinished Business. None.

New Business. 1. Motion: Bachelor's Degree In Geography Approved for Additional 1% Education Premium

Commissioner Sitterley moved, and Commissioner Peden seconded, a motion to approve the addition of a four-year Bachelor's Degree in Geography to the Education Pay Policy, as outlined in the 2018-2020 collective bargaining agreement, for an additional 1% wage increase for Captain Kupferling, effective February 1, 2020. Motion carried, 3-0.

2. Motion: 3% Annual Increase for Public Educator Position

Commissioner Sitterley moved, and Commissioner Peden seconded, a motion to approve a 3% increase in base pay for Shauna Sheppard, Public Educator, to be effective January 1, 2020. Motion carried, 3-0.

3. Motion: Permanent Assignment to Captain

Commissioner Sitterley moved, and Commissioner Peden seconded, a motion to authorize Chief Marrs to promote Wayne Metz to a permanent Day Captain position. The start date for the position is February 1, 2020 with a probation period of six months. The promotion is being made from the 2019-2021 Captain Promotional List. Motion carried, 3-0.

The Board took no action on Motions 4 and 5 shown on the agenda for the meeting.

Good of the Order. Members of the Board thanked Trina Norsen for her work on the audit.

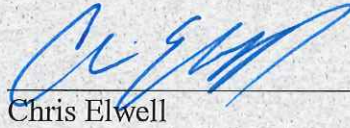
Adjournment. It was moved and seconded to adjourn the meeting. Motion carried, 3-0. At 6:34 p.m., after the Board reviewed and approved any necessary papers and/or vouchers, the meeting was adjourned.

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Attachments. Attached to these Minutes are copies of:

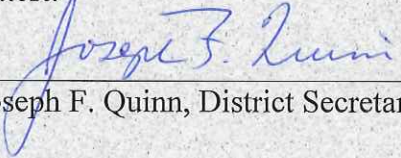
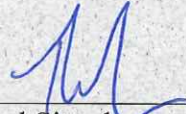
1. the Meeting Notice
2. the Meeting Agenda
3. the Attendance Roster
4. SAO audit materials

Minutes Approved: Feb 4, 2020.



Chris Elwell
Chairman

Attest:


Joseph F. Quinn, District Secretary

Ted Sitterley
Commissioner



Rudy Peden
Commissioner

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