

**MINUTES OF THE DECEMBER 17 2019 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 December 17, 2019, 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 District Secretary Joseph Quinn. Others in attendance are as shown on the Attendance Roster.

Call to Order. The meeting was called to order at 5:06 p.m. by Commissioner Elwell who led the Pledge of Allegiance to our flag.

Presentations/Announcements. (1) Presentations: Chief Marrs presented the call summary reports for November 2019. He also discussed a very involved multi-patient EMS call that occurred at Ross when a shoplifter and her friend drove into the store and smashed into about 20 shoppers. A two-year old boy was severely injured when pinned under the wreckage and other injured persons.

(2) Announcements:

- Dec 23 – Holiday Outreach Delivery on Monday between 9:00 a.m. and 11:00 a.m.
- Jan 8 – King County Fire Chiefs & Fire Commissioners Association Joint Networking Event at Emerald Downs, starting at 5:00 p.m.
- Jan 28 – Legislative Day in Olympia, 8:30 a.m. to 1:30 p.m.
-

Correspondence. None.

Public Comment. None.

Local 1461 Comment. None, except that Commissioner Sitterley was congratulated on his re-election.

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

Facilities. N/A

Equipment. Chief Marrs said there is a motion under New Business to authorize the purchase of an SCBA fit test machine for a total cost of \$12,674. Chief Marrs mentioned that the company is listed on the MRSC Vendor List.

Personnel. Commissioner Sitterley will take his oath of office in January.

December 17, 2019

Chief Marrs said there is a motion under New Business to approve and sign the Quinn & Quinn Legal Services Contract for 2020.

Chief Marrs said that BC Blaylock and Captain Ott are scheduled for retirement on January 31, 2020, and Captain Sykes and Firefighter Keyes are scheduled for retirement by May 31, 2020.

Chief Marrs updated the board on the three entry level firefighters to be hired on or about February 1, 2020. He will be discussing with Attorney Quinn the conditional offers of employment. The Chief discussed the overall plan for replacement of personnel by hiring entry level firefighters. In addition to the three new hires currently in the fire academy, the district would like to have three more firefighters enrolled in the February fire academy. Overtime right now; is excessive due to lack of staffing; the goal is to reach a staffing level of 20 per shift. The Chief would also like to staff Aid 318 more often, when staffing levels allow it. With retirements and promotions, it is clear that the district needs to continue hiring, the Chief said.

Chief Marrs said there will be two promotions to Captain at the first meeting in January. One will be the Logistics Captain and the other is to replace Captain Ott. Then, probably in May, there will be another promotion to Captain, to replace Captain Sykes.

Events. Chief Marrs reported to the Board on an MIH proposal that might be consummated with the City of Burien as a partner. This would be another way to deal with the low acuity calls that place undue demand on our resources. The city and fire district would first have to share some data about their contacts with members of the public, so great care would have to be given to protect privacy, not only of the patients of District No. 2 but also the persons contacted by the Burien police. The Board, Chief and counsel discussed the application of HIPAA and the Washington Health Care Information Act. Counsel also mentioned the Washington Criminal Records Privacy Act. Attorney Quinn recommended at a minimum that the district and Burien would need to enter into a Business Associate Agreement before any patient protected health information could be shared with city officials, including police. Chief Marrs will be following up with city of Burien officials.

The Chief updated the Board on the drug testing issue, and said this Thursday is set aside for mediation by PERC. Chief Marrs and Chief Pettigrew will handle that mediation for the district.

The Chief reviewed the history of the drafting of the PSERN Radio End User Service Agreement. He said it is ready for adoption unless the board wants to perform their own in depth review. A motion to approve is listed under New Business.

The Chief said the state audit is still being performed, but they expect to be done with the field work by year end. The exit conference with the board is tentatively scheduled for

December 17, 2019

the January 21, 2020 board meeting. Although some questions have been asked, because Trina is so "meticulous" in her record keeping, we are confident there will be no findings.

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, the minutes of the regular meeting of November 19, 2019, and the voucher approval for December as follows: **Expense Fund: No. E19-971 through No. E19-1063** in the amount of \$1,592,783.41, due for payment December 30, 2019.

Unfinished Business. None.

Executive Session. None.

New Business. 1. Motion: 2020 Contract for Legal Services.

Commissioner Sitterley moved, and Commissioner Peden seconded, a motion to approve and sign the contract for legal services with Joseph F. Quinn, Attorney, for 2020 stipulating the monthly contract fixed fee of \$1,500. Unused dollars, if any, will carry over to the next month, and to succeeding months if still unused, in accordance with the terms of the agreement. Motion carried, 3-0.

2. Motion: PSERN Radio End User Service Level Agreement.

Commissioner Sitterley moved, and Commissioner Peden seconded, a motion to approve and sign the Radio End User Service Level Agreement with King County in accordance with the Puget Sound Emergency Radio Network Implementation Period Interlocal Agreement. Motion carried, 3-0.

3. Motion: Purchase of Fit Test Machine.

Commissioner Sitterley moved, and Commissioner Peden seconded, a motion to approve the purchase of a Quantifit Respirator Fit Testing System from Municipal Emergency Services (MES) for a price not to exceed \$12,674.00 including taxes. The price includes the Fit Test Kit, Adapter, three years of annual calibration, and maintenance. MES is listed on the MRSC vendor list, but the amount is actually below the vendor list threshold anyway. Motion carried, 3-0.

4. Motion: Authorization to Hire Three Entry Level Firefighters.

Commissioner Sitterley moved, and Commissioner Peden seconded, a motion to authorize Chief Marris to make conditional offers of employment to hire three entry level firefighters, using the Entry Level Eligibility List for 2019-2020, to be effective February

December 17, 2019

1, 2020. The offers will be conditioned upon successful completion of the required medical and psychological tests, and a criminal background check. Motion carried, 3-0.

Good of the Order. Commissioner Elwell said he was sorry he cannot attend the Holiday Outreach this year, but it is a great event for the community.

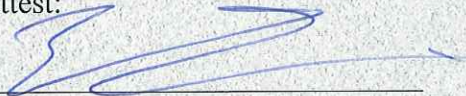
Adjournment. It was moved and seconded to adjourn the meeting. Motion carried, 3-0. At 6:16 p.m., after the Board reviewed and approved any necessary papers and/or vouchers, the meeting was adjourned.

Attachments. Attached to these Minutes are copies of:

1. the Meeting Notice
2. the Meeting Agenda
3. the Attendance Roster
4. call summary report
5. Legislative Day flyer
6. MES Quote
7. Audit Status document from SAO.

Minutes Approved: Jan 7, 2020.

Attest:



Joseph F. Quinn, District Secretary



Chris Elwell
Chairman



Ted Sitterley
Commissioner



Rudy Peden
Commissioner

December 17, 2019