



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

BUSINESS: 425-354-1780 FAX: 425-354-1781

MINUTES

December 18, 2019

REGULAR MEETING BOARD OF COMMISSIONERS at Northshore Fire Department's Headquarters Station 51

I. OPENING OF MEETING

1.1 Roll Call

Vice Chair Dave Maehren called the meeting to order at 5:00 PM.

Persons in attendance were Commissioners Rick Verlinda, Josh Pratt, Don Ellis, Rick Webster, and Dave Maehren. Also present was Acting Fire Chief Eric Magnuson, Legal Counsel Scott Missall, Board Secretary Kate Hansen, Firefighter Kevin Brackett, Firefighter Lauren Peterson, Firefighter Jayden Petro, Firefighter Russ Holmes, Lieutenant Ryan Davis, Jessica Fleming and Wendy Choy of the Washington State Auditor, and one member of the public.

1.2 Adoption of Minutes of November 20th, December 3rd, and December 4th

Commissioner Maehren noted that a second draft of the November 20th minutes were presented for adoption.

Commissioner Maehren moved to adopt the minutes. Commissioner Verlinda seconded. The motion passed unanimously.

II. OATH OF OFFICE

2.1 Commissioner Josh Pratt took the Oath of Office for Commissioner Position #2

2.2 Commissioner Rick Webster took the Oath of Office for Commissioner Position #4

III. PUBLIC COMMENT

- o None

IV. APPROVAL OF THE AGENDA

4.1 The board discussed agenda items and order.

Commissioner Ellis moved to move item 7.2.D to 7.1.A. Commissioner Pratt seconded. The board discussed. The motion failed 2-3 with Commissioners Pratt, Verlinda and Maehren opposing.

Commissioner Maehren moved to have a potential decision under item 6.1.A. The motion was withdrawn.

Commissioner Maehren moved to approve the agenda as presented. Commissioner Webster seconded. The motion passed unanimously.

V. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

5.1 District Operations

A. Auditor Exit Interview

- Wendy Choy and Jessica Fleming of the Washington State Auditor Office shared results of the 2016-2018 Accountability Audit and Fiscal Year 2018 Audit.

B. Legal Counsel Selection Process and Application Assessment

- The district received four responses to the Legal Counsel RFP.
 - The Commissioners interviewed Brian Snure of Snure Law Office.
 - The Commissioners interviewed Eric Quinn of Eric T. Quinn P.S.
 - The Commissioners interviewed Sharon Cates, Jeff Taraday, and Tom Brubaker of Lighthouse Law Group.
 - The Commissioners interviewed Richard Davis and Matt Paxton of Chmelik, Sitkin and Davis P.S.

VI. EXECUTIVE SESSION

- 6.1 The Board moved into Executive Session at 6:37PM for up to 30 minutes to evaluate the qualifications of an applicant for public employment or review of the performance of a public employee pursuant to RCW 42.30.110(1)(g).

The board moved back to open session at 7:09PM.

Commissioner Verlinda moved that the board move forward with contracting with Sitkin and Davis and that as of January 1, 2020 they would be our legal representative for the district. Commissioner Webster seconded. The motion passed 4-1 with Commissioner Ellis opposing.

VII. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

7.1 District Operations

A. North King County Training Consortium Interlocal Agreement

- Acting Chief Magnuson recommended approving the Interlocal Agreement

Commissioner Ellis moved to approve the Interlocal Agreement for the North King County Training Consortium. Commissioner Pratt seconded. The board discussed. The motion passed unanimously.

B. Retirement Award Policy Review and Possible Adoption

Commissioner Verlinda moved that the board adopt Policy 2750 as revised. Commissioner Webster seconded. The board discussed. The motion passed unanimously.

C. 2020 Department Goals

- The board discussed the 2020 Department Goals. Additional details will be developed at a later date.

D. Facility Reserve Study Draft

- The board and Acting Chief Magnuson discussed the draft Facility Reserve Study. The board reached consensus to accept the study and purchase the presented spreadsheet.

E. MRSC Membership

- Commissioner Maehren shared information for Acting Chief Magnuson to pursue signing up for an MRSC Membership.

- F. Future Meetings Schedule—December Vouchers
 - o The board discussed timing for a Special Meeting for the purpose of signing vouchers.
 - o The board set a Special Meeting for 2:00PM on December 26, 2019.
- G. Future Meetings Schedule—January 1st Meeting
 - o The board discussed January meeting schedules and agreed to cancel the Regular Meeting of January 1, 2020.

7.2 Regionalization and Merger Discussion

- A. Discussion of Regionalization Options
 - o The board discussed proposals from Shoreline Fire and Woodinville Fire & Rescue regarding Fire Chief services and department mergers. A majority of the board concurred to respond ‘no’ to the Shoreline Board of Commissioners’ proposal to put forth a merger on the August 2020 ballot, but express the desire to continue consolidation discussions.
- B. Response to letter from Shoreline Board of Commissioners
 - o See item 7.2.A
- C. Fire Chief Transition and Relief
 - o See item 7.2.D
- D. Review of Proposals for Fire Chief Services
 - o Acting Chief Magnuson and the board discussed Woodinville Fire & Rescue’s proposal for Fire Chief services. The board directed Commissioner Maehren and Acting Chief Magnuson to finalize the agreement with Woodinville Fire & Rescue.

VIII. BOARD RESOLUTIONS

- 8.1 None

IX. CONSENT AGENDA

- 9.1 Vouchers
 - o The General Fund Vouchers totaled \$28,266.91 and Reserve Fund Vouchers totaled \$15,830.32

Commissioner Ellis moved to approve the consent agenda as presented. Commissioner Webster seconded. The motion passed unanimously.

X. COMMISSIONER COMPENSATION

- 10.1 Review of Commissioner Compensation Claims
 - o None
- 10.2 Approval of Commissioner Compensation Claims
 - o None

XI. REPORTS

- 11.1 Fire Chief Report

In addition to the written report provided in the meeting materials, Acting Chief Magnuson reported:

- Acting Chief Magnuson provided and update on Station 57 Remodel preparations. The project is still anticipated to start on January 6, 2020. The remodel is anticipated to take 6-8 weeks.
- 11.2 Commissioner Reports
 - Commissioner Maehren brought up the recent CPR Training. The topic will be discussed at the January 15th meeting.
- 11.3 Legal Counsel Reports
 - Legal Counsel Missall thanked the board for the opportunity to work with the district this year.

XII. UPCOMING BOARD AGENDAS

12.1 Setting of Future Meeting Agenda(s)

Items were added to future meeting agendas

XIII. EXECUTIVE SESSION

13.1 The Board moved into Executive Session at 7:58PM for up to 10 minutes to evaluate the qualifications of an applicant for public employment or review of the performance of a public employee pursuant to RCW 42.30.110(1)(g).

The board moved back to open session at 8:03PM.

The board scheduled an Executive Session for review of performance of a public employee to the January 15, 2020 meeting agenda.

XIV. ADJOURNMENT

The meeting adjourned at 8:03PM

NEXT MEETING DATE


The next regularly scheduled Commissioners meeting is for January 15, 2020

Attachments: Agenda and Fire Chief's Report

BOARD OF COMMISSIONERS



RICK VERLINDA, Member



JOSH PRATT, Member



DON ELLIS, Member





RICK WEBSTER, Member



DAVID MAEHREN, Member

ATTEST



KATE HANSEN, Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners on January 15, 2020