



KING COUNTY FIRE PROTECTION DISTRICT NO. 16

7220 NE 181st Street
KENMORE, WA 98028

BUSINESS (425) 354-1780 FAX (425) 354-1781

MINUTES

December 1, 2015

REGULAR MEETING BOARD OF COMMISSIONERS

I. OPENING OF MEETING

The December 1, 2015, regular meeting of the Board of Commissioners of King County Fire Protection District No. 16 was held at District Headquarters located at 7220 NE 181st Street, Kenmore, King County, Washington. The Chair, Eric Adman called the meeting to order at 5:04 pm. Persons in attendance, in addition to the Chair, were Commissioners Kae Peterson, Ron Gehrke and Dave Maehren. Also present were Fire Chief Jim Torpin, Secretary Andrea McDaniel and Legal Counsel Kinnon Williams. Commissioner Carolyn Armanini was absent.

II. APPROVAL OF THE AGENDA

Commissioner Gehrke moved to approve the agenda as presented. Commissioner Peterson seconded the motion and it passed with a vote of 4 to 0.

III. PUBLIC COMMENT

None

IV. INFORMATION/DISCUSSION ITEM

4.1 RFA/Regionalization Discussion

Commissioner Maehren stated the Board needed to have a discussion regarding its position on the Regional Fire Authority and/or other options for regionalization of services before the next RFAPC meeting that is scheduled in February. Commissioner Maehren indicated Roger Collin's, the RFAPC Chair, was going to be sending out questions to each of the participating agency's legislative body. The questions were developed by the RFAPC for the purpose of establishing the current position of each body. The RFAPC was hoping to have the responses back by the next meeting. After a brief discussion, the Board agreed to take this topic up when all Board members are present.

4.2 Northshore Emergency Management Coalition (NEMC) ILA

Chief Torpin opened a discussion on the final draft of the Northshore Emergency Management Coalition (NEMC) Inter Local Agreement (ILA) that was provided with the Board's meeting materials. The Chief provided an overview of the ILA, which is a one-year agreement between the District, the Northshore Utility District and the Cities of Kenmore and Lake Forest. The ILA serves as the foundation for the establishment of the NEMC. The ILA specifies the District's participation and a financial commitment of \$7,500 during the first year of operation. Following a brief discussion on the NEMC, Commissioner Peterson moved to authorize the Fire Chief to execute the ILA on behalf of the District. Commissioner Maehren seconded the motion and it passed with a vote of 4 to 0.

4.3 Resolution 15-07 – Limit Factor Increase

Legal Counsel Kinnon Williams provided an overview of the need to amend the previously adopted Limit Factor Increase Resolution. Following a brief discussion Commissioner Maehren moved to approve Resolution 15-07 Limit Factor Increase. Commissioner Gehrke seconded the motion and it passed with a vote of 4 to 0.

Board Secretary McDaniel will forward the adopted Resolution 15-07 to King County and the Department of Revenue.

4.4 Commissioner's Report

Commissioner Maehren inquired about policy 2734 specifically section 4.3 regarding the pay back of trades. Chief Torpin provided an overview of the current practices and related FLSA compliance on tracking trade activity.

V. ACTION ITEMS

5.1 Resolution 15-07 – Limit Factor Increase

This item was approved under item 4.2 on the agenda.

VI. FIRE CHIEF'S REPORT

The Fire Chief's report was submitted to the Board in writing. Chief Torpin provided an update on the Deputy Chief hiring process and reported that he and Secretary McDaniel would be participating in a webinar regarding video recording options for meetings by AV Capture.

VII. CONSENT CALENDAR

7.1 Approval of Minutes, Vouchers and Resolutions

By a motion of Commissioner Peterson, seconded by Commissioner Maehren, the consent calendar was unanimously approved. The consent calendar consisted of the regular meeting minutes of November 17, 2015, Policy 2734 Shift Trades, General Fund Vouchers totaling \$140,109.25 and Reserve Fund Vouchers totaling \$5,434.43, EFT 11/30/15 (Payroll) totaling \$298,396.06, EFT 11/30/15 (DRS) totaling \$66,576.85, EFT 11/30/15 (457) totaling \$8,040.88 and EFT 11/30/15 (IRS) totaling \$60,088.40.

IX. EXECUTIVE SESSION

At 5:56 pm, the Board moved to Executive Session to discuss the performance of a public employee pursuant to RCW 42.30.110(1)(g) until 6:15 pm. At 6:15 pm, the Board extended the executive session until 6:57 pm. At 6:57 pm, the Board returned to regular session.

ADJORNMENT

The meeting was adjourned at 6:58 pm.

NEXT MEETING DATE

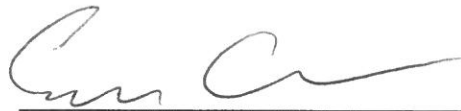
The next regularly scheduled Commissioners meeting is for December 15, 2015

Attachments

Agenda

Fire Chief's Report

BOARD OF COMMISSIONERS



ERIC ADMAN, Chair



KAE PETERSON, Member

CAROLYN ARMANINI, Member



RON GEHRKE, Member



DAVE MAEHREN, Member

ATTEST



ANDREA McDANIEL, Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners December 15, 2015