



KING COUNTY FIRE PROTECTION DISTRICT 10
BOARD OF FIRE COMMISSIONERS
Regular Meeting Agenda
June 8, 2020, 4:00 p.m.
VIRTUAL MEETING

Pursuant to the Governor's Emergency Proclamation, EF&R is unable to provide an in-person location for the public to listen to the virtual Board of Directors meeting. Meetings are accessible to the public by a phone-in option.

Phone-In Option

Phone-in Number:

Conference ID:

Written Comment: Written public comment will be accepted until 1:00 p.m. on the day of the meeting. Submit your written comments via email to the Board Secretary at publiccomment@esf-r.org.

Verbal Comment: Up to three (3) minutes of verbal public comment may be provided per person live during the meeting. Please sign-up in advance of the meeting (by 1:00 p.m.) by completing the [Public Comment Sign-Up Form](#). Kindly review the instructions for [Virtual Board and Committee meetings for public attendance and public comment](#) prior to the meeting.

CALL TO ORDER, ROLL CALL

RECESS REGULAR MEETING – BOARD OF VOLUNTEER FIREFIGHTERS MEETING

PUBLIC COMMENT

CONSENT AGENDA (*for approval*)

1. Agenda
2. Agenda Bill D10-2020-09 Page 03
 - 2.1. Regular Meeting Minutes..... Page 04
 - 2.2. Financial Recap..... Page 07

GENERAL ADMINISTRATIVE DISCUSSION

1. Revenue and Expense Report..... Page 08

FIRE CHIEF BRIEFING

- PFAS
- COVID-19
- EF&R Agenda review

COMMITTEE REPORTS

1. EF&R Finance Administrative Committee (*Rude*)..... Page 11

REGULAR BUSINESS

1. Agenda Bill D10-2020-10 (Fire Benefit Charge Appeal Results) Page 13
2. Letter from King County Fire Commissioners re: Road Levy Lid Lift..... Page 15
3. Non-Profit Discussion

EXECUTIVE SESSION: None

GOOD OF THE ORDER

CALENDAR REVIEW

- EF&R Board Meeting – June 11, 2020, 4:00 p.m., (VIRTUAL)
- FAC Meeting – June 24, 2020, 12:00 p.m. - 1:00 p.m., (VIRTUAL)
- Issaquah City Council – 1st and 3rd Monday at 7 p.m.
- Sammamish City Council – 1st and 3rd Tuesday at 6:30 p.m.
- Carnation City Council – 1st and 3rd Tuesday at 7 p.m.
- North Bend City Council – 1st and 3rd Tuesday at 7 p.m.

ADJOURN MEETING



King County Fire Protection District 10
Board of Commissioners
AGENDA BILL D10-2020-09
June 8, 2020

SUBJECT: March Monthly Board Minutes & Financial Recap Approval

SUMMARY STATEMENT: The Board Secretary submits completed minutes for the prior month's meetings to the Board for review prior to the regular board meeting. The Board acts upon the minutes first directing any needed changes to be noted on the document in ink, initialed by the Board Secretary, and then approving said minutes amended as noted.

District 10 utilizes the Auditing Officer Certification method (RCW 42.24.080) of approving normal and usual ongoing expenditures for payroll, utilities, and other goods and services, on behalf of the Board of Fire Commissioners. Monthly, those expenditures are provided for review and oversight by the Board pursuant to state law (RCW 42.24.180). Items requiring Board approval in advance of payment are presented on separate Agenda Bills to obtain approval and are included on the Consent Agenda when paid after said approval. Items paid but rejected by the Board after they have been paid, will become receivables and immediate collection by the agency audit officer will commence.

Expenditure Required: \$1,817,941.22

Amount Budgeted: \$1,817,941.22

Funds Utilized: General Fund

RECOMMENDED MOTION: Move to approve the Consent Agenda as presented.

ALTERNATIVE(S): Approve the attached Consent Agenda stipulating any items rejected and ordering the collection thereof.

EXHIBITS: Prior month's regular and special meeting minutes, together with any hand-noted changes, as directed by the Board. Prior month's Financial Recap together with Accounting Certification. Prior month's Blanket Vouchers certified by an Agency Audit Officer.

Originator: JF

Administrative Review: 05/04/20

Action:

Date: 06/08/20

Motion By:

2nd:

District Secretary:

1 **KING COUNTY FIRE PROTECTION DISTRICT 10**
2 **Board of Commissioners**
3 **Regular Meeting Minutes**
4 **March 9, 2020**

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6 The regular meeting of the Board of Fire Commissioners of King County Fire District 10 was
7 held on March 9, 2020, at Eastside Fire & Rescue Headquarters, located at 175 Newport
8 Way NW, Issaquah, WA 98027.

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10 **Present:** Chair Gloria Hatcher-Mays
11 Vice Chair Anita Sandall
12 Commissioner Alan Martin
13 Commissioner Larry Rude
14 Commissioner Don Smith
15 Board Secretary Jamie Formisano
16 Fire Chief Jeff Clark
17 Deputy Chief Greg Tryon
18 Budget Analyst Scott Faires

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20 **Audience:** None

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22 **Absent:** Finance and Administrative Director Lisa King

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24 **Call to Order, Roll Call, and Flag Salute:** Chair Hatcher-Mays called the meeting to order
25 at 4:00 p.m. and led the flag salute.

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27 **The regular meeting of King County Fire Protection District 10 (KCFD 10) was recessed**
28 **and the Board of Volunteer Firefighters (BVFF) meeting was called to order at 4:00p.m.**
29 **The BVFF meeting was adjourned at 4:01 p.m., and the regular meeting of KCFD 10**
30 **was reconvened.**

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32 **Special Presentations/Recognitions:** None

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34 **Public Comment:** Union President deAlteriis briefed the Board on the quarantined
35 firefighters and appreciates the support of the Board during this time.

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37 **Consent Agenda:** Items listed below were distributed to the Board in advance for review
38 and enacted with one motion. IT WAS MOVED BY COMMISSIONER RUDE, SECONDED
39 BY COMMISSIONER MARTIN TO: Approve the Consent Agenda. MOTION CARRIED, 5 –
40 0.

41 1. Agenda Bill D10-2020-06 Board Minutes and Financial Recap:

- 42 • Regular Meeting Minutes
- 43 • Special Meeting Minutes
- 44 • Financial Recap

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46 **General Administrative Discussion:**

47 January Revenue and Expense Report: Reviewed the financials. Discussion ensued.

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49 **Agenda adjustment: Moved to Regular Business Agenda Item #1, Auditor Report.**

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Fire Chief Briefing:

- PFAS: Drilling will begin on March 18, 2020 for two weeks. Discussed the transition of personnel and the next Executive Committee meeting. Discussion ensued regarding placement and testing of wells and barrels of waste.
- Future HQ discussions: There will be a briefing by the City of Issaquah regarding closure of City Hall and the potential conversations of collaborating on a space together for staff. At this point there are no commitments, only conversations, and those will be brought to the Board for future discussions.
 - Discussed relocating HQ to include Lease options for office space, North Bend land considerations, and potential property in Issaquah.
- Reviewed the March 12 EF&R agenda, which will include a walk-on item for PFAS with the City of Issaquah and EF&R.

Committee Reports:

EF&R Finance Administrative Committee: Briefed on the governance discussion and next steps to finalize the language in the articles of incorporation.

Local 2878: Briefed in depth regarding the firefighters quarantined and recommended protocols when responding. The Union will be postponing their Union Banquet in April. The Board passes on their healthy well wishes.

Reserve Workgroup: The workgroup has received the same information regarding COVID-19 and are ready to respond as needed. Station 88 will hopefully be ready for sleepers soon.

Regular Business:

1. Auditor Report: Introduced the audit team and briefed on the process and results of the audit. The 2016-2018 audit concludes the District operations complied, in all material respects, with applicable state laws, regulations, and its own policies, and provided adequate controls over the safeguarding of public resources. The auditors also reviewed the Clark Nuber financial report and agree with their statements. The final costs reported are approximately \$16k. The auditors will be conducting an accountability audit for 2019 and those costs are estimated to be \$7k. Discussed resources available to the District from the [WA State Auditors website](#). The audit will be finalized and posted online soon.
2. Agenda Bill D10-2020-07 (Fire Benefit Charge Appeal Results): IT WAS MOVED BY COMMISSIONER MARTIN, SECONDED BY COMMISSIONER RUDE TO: Approve to grant two (2) additional appeals received as presented and instruct the District Secretary to send written confirmation of the Board's action to the taxpayers. MOTION CARRIED, 5 – 0.
3. Agenda Bill D10-2020-08 (Surplus Apparatus): IT WAS MOVED BY COMMISSIONER RUDE, SECONDED BY COMMISSIONER SANDALL TO: Approve to surplus 1820 and 1833 and make available for sale, with the proceeds going into the Equipment Replacement Fund. MOTION CARRIED, 5 – 0.
4. COVID-19 Briefing: Provided the history of the exposure from the Redmond/Kirkland facility. King County has 116 confirmed cases and 20 total deaths. Last Thursday, the firefighters were put under quarantine as they responded to calls for various medical complaints at the Issaquah Nursing & Rehabilitation, one of which resulted in a patient,

100 who tested positive for COVID-19, being transferred to Swedish Hospital Issaquah. The
101 firefighters are quarantined and are asymptomatic. Discussed quarantined guidelines, the
102 testing process, impacts to staffing, and the recommendation from the fire service to be
103 proactive to pre-screening employees opposed to quarantined. The department is
104 collaborating with neighboring fire agencies as well as daily conference calls with King
105 County Public Health and the King County Medical Director. Reviewed current supplies,
106 impacts to Labor with potential agreements within other jurisdictions, and L&I regulations.
107 The department has disinfecting guns at each station and are being utilized to sanitize
108 Aid vehicles and stood up a reserve Aid Unit for transport if needed. EF&R receives
109 direction from King County Public Health and the Medical Director. At this point there is
110 no recommendations to postpone public meetings, however, that may change.

111
112 5. Request to Attend: The following request to attend was unanimously supported by the
113 Board. Commissioner Sandall stated she would like to withdraw her request to attend
114 the Chelan conference.

115 a. Commissioner Hatcher-Mays: WA Risk Management, Chelan, June 5.

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117 **Good of the Order:**

- 118 • Discussed a Facebook post regarding the recent Emergency Manager assignment.
119 Discussion ensued.

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121 **Calendar Review:**

- 122 • EF&R Board Meeting – March 12, 4:00 p.m., HQ
- 123 • FAC – March 25, 2020, 12:00 – 1:00, HQ
- 124 • District 10 Board Retreat – April 6, 2020, 12:00 p.m., HQ
- 125 • District 10 Board Meeting – April 6, 2020, 4:00 p.m., HQ
- 126 • Fireground 101 – May 16, 2020, Bellevue Training Facility (*Save the Date*)
- 127 • Issaquah City Council – 1st and 3rd Monday at 7 p.m., Issaquah City Hall
- 128 • Sammamish City Council – 1st and 3rd Tuesday at 6:30 p.m., Sammamish City Hall
- 129 • Carnation City Council – 1st and 3rd Tuesday at 7 p.m., Carnation City Hall
- 130 • North Bend City Council – 1st and 3rd Tuesday at 7 p.m., Mt. Si Senior Center

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132 **Adjournment:** Chair Hatcher-Mays adjourned the meeting at 5:02 p.m.

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134 **Signing of Documents:**

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137 Commissioner

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143 Attestation: District Secretary

**King County Fire District 10
FINANCIAL RECAP
June 8, 2020**

Blanket Voucher No.	Paid Date	Description	Amount
General Fund - 100100010			
2020-04	March 9, 2020	Weekly vendor invoices	\$ 1,941.50
2020-05	March 23, 2020	Weekly vendor invoices	\$ 10,929.00
2020-06	April 6, 2020	Weekly vendor invoices	\$ 796.89
2020-07	April 24, 2020	Weekly vendor invoices	\$ 5,557.33
2020-08	May 5, 2020	Weekly vendor invoices	\$ 2,000.00

Blanket Voucher Totals: \$ 21,224.72

ACH Transfers	Paid Date	Description	Amount
General Fund - 100100010			
ACH 2020-0004	February 28, 2020	January Commissioner and Reserve Pay	\$ 5,680.27
ACH 2020-0005	March 13, 2020	March EF&R Partner Contribution	\$ 592,173.92
ACH 2020-0006	April 24, 2020	April EF&R Partner Contribution	\$ 592,173.91
ACH 2020-0007	April 24, 2020	February & March Commissioner & Reserve Pay	\$ 14,514.48
ACH 2020-0008	May 15, 2020	May EF&R Partner Contribution	\$ 592,173.92

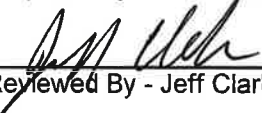
ACH Transfer Totals: \$ 1,796,716.50

FINANCIAL RECAP	\$ 1,817,941.22
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Acknowledgement to the Board of Commissioners:

I have reviewed the consent agenda and believe it represents a complete disclosure of all expenditures within the current period. reconcile this consent agenda with the King County Treasury report as it becomes available and report and identify any discrepar to you.


Prepared By - Scott Faires - Budget Finance Analyst


Reviewed By - Jeff Clark, Fire Chief

**King County Fire Protection District No. 10
Revenue and Expenditure Report
April 2020**

COMMENTS

General Fund

Revenue

Actual revenues are \$245,105.30 less than we budgeted for. This is coming from current property tax and current FBC.

The current property tax revenue is less than budget by \$261,970.19. This is being partly offset by the delinquent property taxes which is \$29,185.50 greater than budgeted.

The current fire benefit charge revenue is \$53,597.45 less than budgeted. The delinquent fire benefit charge revenue is greater than budgeted by \$20,890.03.

We will continue to watch these revenue streams to see if it is due to the delay in payment of property taxes and FBC, how we allocated the monthly budget amounts, or if the revenues are going to come in lower than budgeted.

Expenditures

Total expenditures are \$16,920.46 less than budgeted. We are seeing this in all areas except for professional services. This is due to the SAO audit for 2016-2018 occurring in January/February 2020 instead of 2019.

2012 GO Bond Fund

Revenues

Overall revenue was \$17,993.41 less than budgeted. This is due to the collection of current property taxes income coming in lower than budgeted. We will also watch this revenue stream to see if the revenues collection increases to the level we budgeted.

Expenditures

The bond interest payment is not due until June 1st. The expenditures reported relate to fees charged by King County to manage the funds.

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EASTSIDE FIRE & RESCUE
FINANCE AND ADMINISTRATIVE COMMITTEE
Meeting Minutes
May 27, 2020
VIRTUAL MEETING

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Alternate Meeting Format: On March 24, 2020, the Governor issued Proclamation 20-28 prohibiting open public meetings from occurring in person. Due to these factors, the regular meeting of the EF&R Finance and Administrative Committee (FAC) was held virtually on May 27, 2020, using a remote meeting platform.

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FAC Members: Vice Chair Larry Rude (Fire District 10)
Stacy Goodman (City of Issaquah)
Board Director Alan Gothelf (City of North Bend)
Chair Karen Moran (City of Sammamish) *(late arrival)*

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Present: Board Director Chris Ross (City of Sammamish)
Board Director Alan Martin (Fire District 10)
Board Director Chris Reh (City of Issaquah)
Alt. Board Director Heather Koellen (City of North Bend)
Chris Gianini (City of Sammamish)
Fire Chief Jeff Clark
Executive Assistant Jamie Formisano

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Absent: Commissioner Ron Pedee (Fire District 38) *(unexcused)*

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The meeting was called to order at 12:00 p.m.

Regular Business:

1. May 6, 2020 meeting minutes for approval: IT WAS MOVED BY DIRECTOR GOTHELF, SECONDED BY DIRECTOR ROSS TO: Approve the meeting minutes. MOTION CARRIED 4-0.

2. Budget Discussion: Chief Clark discussed potential fees to increase revenue.

- **Transport Fee**: Reviewed the current BLS transport fees, projected 2020 revenue and potential increased revenue. Discussed the process of transport billing, mileage fees, and the current process of billing for transports. Clarified that citizens are “balanced billed”, but EF&R does not seek collections. This will not change what is collected from Medicare or Medicaid, it will only be billed to private insurance companies.

Discussed the impacts of billing citizens, the median costs of transports (related to the AMR contract rate), Systems Design (vendor) fees and role in collections, the data to estimate the average cost of an EF&R transport, and potential policy language related to Section 5.4. Discussed FEMA reimbursement as it relates to personnel, equipment, and apparatus costs.

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The Committee discussed a phased approach with implementation and potential data surrounding age range of calls. Clarified that changing transport rates does not impact fees to citizens, only insurance companies.

- FAC questions: Is the Committee interested in adjusting the fees? What is the rate based on? Do we want to bill citizens via invoicing from the vendor? Do we want to do any collection work? When, if any, would be the right time to change rates?
- Mixed feedback to raising the fee, due to the current environment and benchmarking what the rate is based on.
- Not opposed to speaking to the vendor related to their process for invoices/notices.

Additional information will be brought to the June meeting for further discussion.

- Review Motor Vehicle Accident (MVA) Fees: Recapped the initial pilot program. The State legislation goes into effect June 11, 2020, which will change the process. Chief will bring additional information to the June meeting for a decision from the FAC whether to move forward.
- Discuss current and potential fees: Current fees include shop fees, transport fees, CPR classes, and inspection fees. Additional information will be brought to the June meeting for further discussion.

Potential Treat & Refer fee: On July 23, 2017, Legislature passed [House Bill 1358](#). The law allows Fire Departments to establish and collect reasonable charges for services provided under the community assistance referral and educational services program ([RCW 35.21.930](#)). Treat & Refer provides 9-1-1 callers with the option of receiving treatment at home, followed by referral to destinations that can provide immediate access to care in non-emergent situations. Destination and referral options include behavioral health providers, urgent care, primary care/specialists, crisis response or the option of staying home. Additional information will be brought to the June meeting for further discussion.

Good of the Order: Discussed providing all materials ahead of the meeting for time to review.

The meeting adjourned at 1:00 p.m.

Next meeting: June 24, 2020, 12:00 – 1:00 p.m.



King County Fire Protection District 10
Board of Commissioners
AGENDA BILL D10-2020-10
June 8, 2020

SUBJECT: Fire Benefit Charge Appeal Results

SUMMARY STATEMENT: In February, the District held a public hearing on the 2020 Fire Benefit Charge (FBC) and was presented with 20 appeals. Since the meeting, the District has received an additional appeal indicating that the fire sprinkler system discount was not applied.

Expenditure Required: N/A

Amount Budgeted: N/A

Fund Utilized: N/A

RECOMMENDED MOTION: Move to grant or deny the appeals as presented in the attachment and instruct the District Secretary to send written confirmation of the Board's action to the taxpayers.

ALTERNATES: N/A

EXHIBITS: Fire Benefit Charge Appeals

Originator: SF

Administrative Review: 04/28/2020

Action:

Date: 06/08/2020

Motion By:

2nd:

Board Secretary:



King County Fire Commissioners Association

We Are **E. P. I. C.**

Educating, **P**romoting, **I**nforming and **C**onnecting
the Fire Service in King County for over 50 years

March 31, 2020

Mr. Dow Constantine, County Executive
King County Washington
401 5th Avenue Suite 800
Seattle, WA. 98104

Dear Executive Constantine,

My name is Mark Thompson, President of the King County Fire Commissioners Association, representing the elected officials of the Fire Districts and RFA's within King County.

I am writing to you today to inform you that the proposed King County Roads Levy Lid Lift will have a negative financial impact on some local fire districts.

The raising of the King County Roads levy rate to the maximum allowed will create a situation where some fire districts in King County will be financially negatively impacted by pro-rationing as outlined by the King County Assessor's Office.

Fire Districts in King County can not afford a pro-rationing hit or reduction in their levy rate and be able to meet the citizen demands for fire and emergency services. Citizens within the fire districts have voted to tax themselves so as to provide an acceptable level of service for their respective communities and fire districts.

The proposed road levy lid lift of \$.44 per thousand is a heavy lift for citizen taxpayers. Historically lid lifts of this amount usually do not get approved by the voters. The proper financial management by the roads division would have noticed that the departments levy rate was declining much earlier and proposed a more modest levy lid lift ballots every 3-4 years, rather than a huge \$.44 levy lift ballot measure.

Fire Districts have an eagle eye of their levy rates that are eroded due to increased property AV's. They conduct levy lid lifts every few years to re-capture their levy rate that allows them to continue providing the increased level of service to the citizens and communities that are demanded by growth within their respective districts. Fire districts in King County are providing urban level emergency services on a rural funding/taxation model outlined in state statute.

Our association encourages you to reduce the Road Levy Lid Lift amount to a point that would not trigger pro-rationing of the Junior Taxing Districts in King County. Our fire districts can ill-afford a financial reduction due to pro-rationing.

King County Fire Commissioner Association

PO Box 141 Renton, Washington 98057

www.kingcoFCA.org

President – Commissioner Mark L. Thompson

Mark.Thompson@southkingfire.org

Secretary – Commissioner Anita Sandall

asandall@esf-r.org

Every time King County proposes a levy for a new civic initiative or project, such as PSERN, Best start for Kids Levy and the like, junior taxing districts, fire districts have to have a keen eye on the levy rates and notify King County of the financial impact and pro-rationing possibilities that could be a negative impact..

The current economic impact of COVID19 Pandemic on the businesses and families in King County with the Stay Home – Stay Safe and Social Distancing policy and long term projections indicates that the economy may not get back to a new normal until fall or later. The citizens who have been negatively impacted by not being employed and businesses being closed and some more than likely not re-opening; I don't think they will be supportive of the \$.44 Roads Levy Lid Lift ballot measure.

It might be a prudent thing to wait until the Best Start for Kids Levy, or one of the other initiative levies expire in the coming year to capture some of the needed levy capacity for the roads levy lid lift, which will lessen the chances of a pro-rationing of Junior Taxing Districts and fire districts.

We want to be a good public partner with King County, however our first priority and mission is to alert King County of the negative impacts that a proposed project/program levy would have on the stable funding of Fire and Emergency Services in the Fire Districts and RFA's in the county. The second priority is to inform our member fire district elected officials that the Roads Levy Lid Lift may create a negative impact on their respective levy rates via pro-rationing.

The King County Fire Commissioners Association encourages you to either reduce the amount of the Roads Levy Lid Lift to where it will not trigger pro-rationing of Junior Taxing Districts or postpone the Roads Levy Lid Lift until another initiative/levy expires or the economy recovers from the 2020 COVID19 Pandemic.

Stay Safe and We are all in this together!

Yours in Service to the citizens of King County,

Mark L. Thompson,

Mark L. Thompson, President
King County Fire Commissioners Association
253-344-1823 Home

Cc: King County Councilmembers Via Email

John Taylor, Director Via Email
King County Local Services

Anita Sandall, Association Secretary

Matt Morris, Fire Chief Via Email
Puget Sound Regional Fire Authority
President King County Fire Chiefs Association

King County Fire Commissioners Association members via email

King County Fire Commissioner Association
PO Box 901 Vashon, Washington 98070
www.kingcoFCA.org

President – Commissioner Mark L. Thompson
Mark.Thompson@southkingfire.org

Secretary – Commissioner Anita Sandall
asandall@esf-r.org