EASTSIDE FIRE & RESCUE BOARD OF DIRECTORS
REGULAR MEETING
May 14, 2020
VIRTUAL MEETING

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 Board of Directors of Eastside Fire & Rescue was held virtually on May 14, 2020, using a remote meeting platform.

PRESENT: Chair Alan Gothelf (City of North Bend)
Vice Chair Chris Reh (City of Issaquah)
Board Director Stacy Goodman (City of Issaquah)
Board Director Larry Rude (Fire District 10)
Board Director Alan Martin (Fire District 10) (late arrival)
Board Director Karen Moran (City of Sammamish)
Board Director Chris Ross (City of Sammamish)
Board Director Matt Talbot (Fire District 38)
Board Secretary Jamie Formisano
Fire Chief Jeff Clark

ABSENT: None

CALL TO ORDER: Chair Gothelf called the meeting to order at 4:00 p.m. and the Board Secretary took roll call.

PUBLIC COMMENT: None

CONSENT AGENDA:
IT WAS MOVED BY DIRECTOR REH, SECONDED BY DIRECTOR MORAN TO: Approve the Consent Agenda. MOTION CARRIED, 8-0.

1. Agenda Bill 2020-09 (Approval of Board Minutes and Financial Recap)
2. Agenda Bill 2020-10 (Apparatus Surplus)
3. Agenda Bill 2020-11 (Bunker Gear Surplus)
4. Agenda Bill 2020-12 (IT Equipment Surplus)
5. Agenda Bill 2020-13 (Records Custodian)
6. Agenda Bill 2020-14 (Audit Officer)

COMMITTEE REPORTS:
1. Finance and Administrative Committee (FAC): Discussed in detail the Non-Profit Interlocal Agreement revisions and agreed to amended changes. The FAC unanimously agreed to submit the Nonprofit Formation documents to the EF&R Board of Directors for consideration at the June 11, 2020 Board meeting.

There was a post-meeting discussion about the Governors Proclamation relating to “routine and normal business” and to be mindful of ensuring constituents can weigh in. It was clarified the intent is to have a first touch at the EF&R Board meeting and over the next few months have the Partners discuss at their respective Board and Council meetings prior to bringing back to the Board for final approval.
FIRE CHIEF BRIEFING:

- PFAS: Received notification the construction and field work can continue. The project is currently on track with the budget.
- Personnel Update: The Finance and Administrative Director, Lisa King, has resigned. There has been an internal promotion, however, most of the salary will be savings for the year.

REGULAR BUSINESS:

- **City of Issaquah Financial Consideration Request:** Discussed the financial consideration request from the City of Issaquah. Chief Clark spoke at length with City staff and the strategy moving forward. Briefed the Board of EF&R’s potential financial risks and budget concessions moving forward.

  - Financial risks/threats:
    - Current expenses related to COVID-19 is $400k, with a $10k weekly increase. There is a threat of a second wave of COVID-19 and mitigating those financial impacts.
    - Wildland Season: Any event would be a potential minimum impact of $1 million.
    - PFAS: The DOE may see potential funding impacts to Capital Projects, that could result in unbudgeted expenses. EF&R has spent $250k for the consultant and waiting for reimbursement from the State. Discussed the possibility of suspending the work.
    - Transport Revenue: Transports are down 20%, which directly impacts revenue, due to less people being on the road and less patients not going to the hospital.

- Expenditure Control:
  - Hiring Freeze and vacant positions frozen
  - Budget freeze for all non-essential spending
  - Negotiated an MOU with the Union related to a 12-hour training day and reducing overtime, which will see a $100k savings.

Discussion continued with the timeline of the budget kick-off taking place next month through October. It is imperative to set the table properly for the next two-year budget cycle.

The Chief mentioned the EF&R Board Policy 0002 has language that allows for a Budget Stabilization Reserve Fund, which would be applicable for situations like this when partner relief is a potential need. It is currently not funded; however, the Board can fund it as they see fit.

Chief briefed that there is a mutual understanding of budget expenditure controls and revenue options with Issaquah city staff. The outcome of the conversation is a recommendation for the Board to review the Transport Fees and Ambulance Revenue as well as Motor Vehicle Accidents (MVA) and the recent legislation to support it. Chief Clark proposed the Board recommend to the FAC to review those items. It was discussed to also look to additional options to generate revenue opposed to looking at budget cuts, including Burn Permit fees, Hazard Storage fees, etc.
IT WAS MOVED BY DIRECTOR GOODMAN, SECONDED BY DIRECTOR MORAN TO: Refer to the FAC the task of discussing ambulance fees and any other fees and potential revenue sources that it deems appropriate to discuss and bring back recommendations to the Board. MOTION CARRIED, 8-0.

GENERAL ADMINISTRATIVE DISCUSSION:

GOOD OF THE ORDER:
- Fire Corps Volunteer Jon Bromberg received the Governors Volunteer of the Year award.
- Thanked the department and the first responders for their efforts and “feel good” community interactions.
- Encourage communities to call 911 when there is an emergency.

EXECUTIVE SESSION: In accordance with the RCW 42.30.140(4)(b) to discuss Collective Bargaining planning, the Regular Meeting was adjourned, after a short break, the Executive Session began at 5:03 p.m. and expected to last fifteen minutes.

The Executive session was extended five minutes.

The Regular Board meeting was called to order at 5:23 p.m. No action was taken in Executive Session.

CALENDAR REVIEW:
- FAC – May 27, 2020, 12:00 – 1:00, HQ (Virtual Meeting)
- EF&R Agenda Review – May 27, 4:00 p.m., (Virtual Meeting) (FD38)
- EF&R Warrant Review – June 11, 2020, 3:30 p.m., HQ (FD38) (Suspended)
- EF&R Board Meeting – June 11, 2020 4:00 p.m., (Virtual Meeting)

ADJOURNMENT: Chair Gothelf adjourned the meeting at 5:25 p.m.

SIGNING OF DOCUMENTS: VIRTUALLY APPROVED BY BOARD DIRECTORS ON JUNE 11, 2020. (Vote: 6-0)