

KING COUNTY FIRE PROTECTION DISTRICT 34
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BOARD OF COMMISSIONERS

Thomas Johnston
Peter Lucarelli, Chair
Fred Shanafelt
Bridget Weaver, Secretary

Rob Gibson, Acting Fire Chief
Jane Christenson, Mayor's Assistant

**KING COUNTY FIRE DISTRICT 34
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
April 26, 2011**

1. Call to Order-Regular Meeting

The regular meeting of the Board of Commissioners was held at City Hall, located at 15670 N.E. 85th St., Redmond, WA on April 26, 2011. The meeting was called to order at 5:30 p.m. by Chair Lucarelli.

2. Roll Call

Present: Commissioner Johnston, Commissioner Lucarelli
Commissioner Shanafelt arrived at 5:33 p.m.

Others Attending:

Bob Oliver, Deputy Chief of Services

Russ Albertson, Deputy Chief of Operations

Jim Duren, Fire Captain

Tom Norton, Battalion Chief

Mike Kavanaugh, Driver/Operator

Jane Christenson, Assistant to the Mayor

Dawn DeLoach, Fire Support Admin. Assistant

Malisa Files, Financial Mgr.

Kinnon Williams, Attorney

Bridget Weaver, District Secretary

3. Approval of Agenda

Motion made by Commissioner Johnston to approve the agenda as presented. Motion seconded by Commissioner Lucarelli. Motion passed unanimously.

4. Approval of Minutes

Motion made by Commissioner Johnston to approve the March 11th minutes. Motion seconded by Commissioner Lucarelli. Motion passed unanimously.

Motion made by Commissioner Johnston to approve the March 22nd minutes. Motion seconded by Commissioner Lucarelli. Motion passed unanimously.

Motion made by Commissioner Lucarelli to approve the April 6th minutes. Motion seconded by Commissioner Johnston. Motion passed unanimously. (Commissioner Shanafelt recused himself due to absence).

5. Public Comments-None

6. Reports of City of Redmond

A. Fire Forum Overview-Jane Christenson

The agenda items for the Fire Forum will include the introduction of King County Fire District 34's new commissioner, Fred Shanafelt, an overview of the operational services plan and an update on NORCOM's fire technology implementation to date.

The City and District continue to work on identifying performance measure data and the establishment of regular outcome- based performance measure reporting.

The NORCOM go-live fire module has been delayed until September 2011 due to concerns with the mobile and patient reporting portion of the module and to allow for the extension of a \$2 million federal grant which has offset the cost of the new technology for NORCOM agencies. The decision to delay the implementation was mutually agreed upon between NORCOM and the City of Redmond. The new date will also allow additional time for the City to continue work with all departments in preparing for the go live date.

- B. Deccan: Population Layer Map-DeLoach/Albertson/Weaver
Redmond's Geographic Information System staff created a new 2010 Population Density map. The population is based upon 2010 federal government census data by block group that was supplied by the Office of Financial Management. The data was then averaged according to square mile response zones.

Commissioners Lucarelli and Johnston agreed that the new map provides current data that meets HB 1756 reporting requirements but it does not address the objection that could possibly be raised by constituents that only a 10 minute response time is required in the portions of the District in which response times could be less.

Commissioner Johnston will research data sources by residential bedroom count to determine if it is possible to show population density on a smaller scale.

The Commissioners agreed to proceed with submitting the updated population density map to be incorporated into the semi-annual Deccan software update.

- C. Performance Measures Indicators-Albertson
Deputy Chief Albertson and the Commissioners discussed various criteria such as cardiac save rate, hospital discharge, non emergency calls, and false alarms to be included in the performance measures in order to use the data to analyze the future use of resources.

7. Reports of Attorney

- A. Station 15 Update
The sale of Station 15, in the amount of \$1,073,000, was finalized on April 26, 2011.
- B. Assignment of Lease
The lease with Jerry and Grace Lawrence for a small area on Station 15 property needs to be assigned to NBD, LLC. Commissioner Lucarelli will sign the Assignment of Lease and the prepared letter informing the Lawrence's assignment of lease to NBD, LLC.

8. Reports of Commissioners

- A. Construction and Financing of Fire Stations-Lucarelli
Commissioner Lucarelli attended the WFCFA Fire Forum in Cle Elem and reported on various aspects of building a new fire station. Items included issues related to financing, legitimate contractors, timelines and bonds. It is at least a three year process to build a new station.
- B. 2011 Objectives and Action Plan Status
Reviewed and updated

9. Action Items

- A. Resolution 264-11 Amend 2011 Meeting Dates
No action taken. A notice of meeting change will be used for notification of the May 24th meeting change to May 18th.

10. Reports of District Secretary

- A. Records Management Procedures and Policies
Report moved to May 18th meeting.
- B. Legal Usage
March 5.70 hours; YTD 23.70 hours
- C. Approval of March, April Vouchers

Vouchers audited and certified by the auditing officer as required by RCW 42.24.080 and those expense reimbursement claims required by RCW 42.24.090 have been recorded on a list that has been made available to the Board. As of March 22, 2011, the Board by a unanimous vote does approve for payment of those vouchers described as follows:

March, April Expense Fund Vouchers: 9249-9267: Total \$ 17,575.73

March, April Capital Reserve Vouchers: 8129-8134; Total \$5,262.72

D. Budget Report reviewed.

11. Adjourn

The meeting was adjourned at 7:15 p.m.

The next meeting will be held on May 18, 2011 at 5:30 p.m., in the Training Room at Station 11.

ATTEST:

Bridget Weaver, District Secretary
King County Fire Protection District 34