

**MINUTES OF THE JULY 6, 2021 REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF KING COUNTY FIRE DISTRICT
NO. 2**

A regular meeting of the Board of Commissioners of King County Fire District No. 2 was held remotely on July 6, 2021, commencing at 5:00 p.m., pursuant to proper notice. District officials in attendance, pursuant to virtual meeting software Go To Meeting were: Commissioners Elwell, Sitterley, and Peden. Also attending virtually were: Chief Mike Marrs, Assistant Chief Ray Pettigrew, Assistant Chief Wayne Metz, Trina Norsen, and Acting District Secretary Eric Quinn. Others in attendance will be shown on the Attendance Roster.

Call to Order. The meeting was called to order at 5:00 p.m. by Commissioner Elwell who led the Pledge of Allegiance to our flag.

Agenda Approval. It was moved, seconded and carried 3-0 to approve the agenda as submitted immediately prior to the meeting.

Presentations/Announcements. (1) Presentations: The 2019 State Audit exit conference took place. Alexander (Alex) Beherndt and Vivek Ajudia of the Washington State Auditor's Office (SAO) gave a presentation on the audit. Vivek was the audit lead and Alex was the audit manager. They discussed the audit at a "high level" and not in detail. The SAO found that the District complied in all material respects in the accountability audit. On the financial audit, they issued two reports: one on the financial statements and one on internal controls. The SAO issued a management letter pertaining to Other Post-Employment Benefits liabilities. Alex said such a management letter has been common with various agencies. A change in reporting requirements arose contemporaneously with the audit. Alex does not foresee that this will be an issue going forward. He said Trina could contact the SAO with any questions.

Alex also discussed the SAO's new Tracker program, which helps public agencies locate past audits and otherwise engage with SAO on audits. The cost of the audit was approximately \$15,500. The SAO is assuming a clean audit next year and therefore estimated a cost of \$14,500 for the 2020 audit year. He said that audit would likely begin in December 2021. He asked the District to provide feedback on what the SAO could improve upon. He also discussed the BARS roundtable and other training available through the SAO. They thanked Trina for all of her hard work on the audit. Alex mentioned that the District has not had an audit finding since 2004, which is astounding. This speaks volumes about the District's accountability, he said. The Board thanked the auditors and they exited the meeting.

(2) Announcements: a. August 3, 2021: Primary Election/Prop 1 Levy Lid Lift
b. August 3, 2021: National Night Out

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Public Comment. None.

Correspondence. None.

Local 1461 Comment. None.

Administration Reports. Chief Marrs delivered the Chief's report as follows:

Facilities. N/A.

Equipment. N/A.

Personnel. There will be a motion under New Business to approve the hiring of Chris Schneekluth from the current eligibility list. He will replace Elizabeth Hagan who was on hiring lists elsewhere and who declined to continue in the District's process. Mr. Schneekluth is currently a District volunteer.

Events. Assistant Chiefs Ray Pettigrew and Wayne Metz discussed the Fourth of July. There were 39 incidents this year, compared to 49 in 2019 and 23 in 2020. Fourth of July was quieter this year. The commercial fire in White Center in the downtown business district did not appear to be fireworks-related. This was investigated by King County. Chief Metz discussed the commercial fire in more detail. The property was partially within the district's boundaries, and therefore the City of Seattle also responded, creating some unique incident command issues that were quickly resolved. Approximately seven businesses were dislocated by the fire. Chief Metz also discussed the three days of high heat. There were 88 calls in one day, which created a strain on resources. The Board thanked Wayne for this report.

Chief Marrs provided a Covid-19 update. He said vaccinations are up and case numbers are down. He asked the Board to inform him if they knew of anyone who needed a shot.

VFIS, the District's insurance carrier, wants to review the District's policies for purposes of lessening exposure.

Chief Marrs discussed why the 2019 audit was a bit more costly this year. The short answer is that we have more personnel due to the new contract with North Highline Fire. North Highline's costs went down substantially because they only have payroll now. He approached North Highline about paying 20% of the District's audit costs and he said they agreed to that. Commissioner Peden thanked the Chief and the admin team for their work on the 2019 audit.

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Commissioner Sitterley assumed the duties of Chair as Commissioner Elwell was having technical issues precluding him from remaining at the meeting.

Consent Agenda. The Consent Agenda, all of which was approved 2-0, upon a motion made by Commissioner Peden and seconded by Commissioner Sitterley, consisted of the Chief's Report and the minutes of the May 18th meeting.

Unfinished Business. None.

ew Business. 1. Motion: Conditional Employment Offer for Firefighter Position.

Commissioner Peden moved, and Commissioner Sitterley seconded, a motion to authorize Chief Marrs to make a conditional offer of employment from the current eligibility list to Chris Schneekluth, to be effective August 23, 2021. This conditional offer of employment is subject to the successful completion of a background check, medical and psychological tests, drug screen test, and completion of the academy. There is also an eighteen-month probationary period. Motion carried, 2-0.

2. Motion: Purchase of Bunker Gear from MES.

Commissioner Peden moved, and Commissioner Sitterley seconded, a motion to approve and authorize Chief Marrs to purchase bunker gear from Municipal Emergency Services (MES) for one new recruit. The purchase is to be made from the current vendor list for a total price not to exceed \$ 5,600.00. Motion carried, 2-0.

Executive Session. None.

Good of the Order. Commissioner Sitterley indicated that he will be undergoing surgery on his biceps tomorrow. Former Commissioner John Kennison of Shoreline Fire passed away recently. He was a very well known and respected commissioner whose memorial will take place on July 14th.

Adjournment. Pursuant to motion, the meeting was adjourned at 5:56 p.m.

Attachments. Attached to these Minutes are copies of:

1. the Meeting Notice
2. the Meeting Agenda
3. the Attendance Roster
4. B-Town blog re commercial fire
5. MES quote for bunker gear
6. Management letter from SAO
7. Exit conference packet from SAO

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Minutes Approved: August 3, 2021


Chris Elwell (Aug 4, 2021 17:07 PDT)

Chris Elwell
Chairman

Attest:


Joseph F. Quinn (Aug 5, 2021 12:14 PDT)

Joseph F. Quinn, District Secretary


Ted Sitterley (Aug 4, 2021 07:31 PDT)

Ted Sitterley
Commissioner


Rudy Peden (Aug 3, 2021 19:45 PDT)

Rudy Peden
Commissioner

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KCFD2 Minutes for July 6, 2021

Final Audit Report

2021-08-05

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