

EASTSIDE FIRE & RESCUE BOARD OF DIRECTORS
REGULAR MEETING
March 12, 2020
4 p.m.

The regular meeting of the Board of Directors of Eastside Fire & Rescue was held on March 12, 2020, at Eastside Fire & Rescue Headquarters, 175 Newport Way NW, Issaquah, WA.

PRESENT: Chair Alan Gothelf (City of North Bend)
Board Director Larry Rude (Fire District 10)
Board Director Alan Martin (Fire District 10)
Board Director Karen Moran (City of Sammamish)
Board Director Chris Ross (City of Sammamish)
Board Director Chris Reh (City of Issaquah)
Alt. Board Director Ron Pedee (Fire District 38)
Board Secretary Jamie Formisano

STAFF: Fire Chief Jeff Clark
Finance and Administrative Director Lisa King

AUDIENCE: Commissioner Anita Sandall (Fire District 10)
Alt. Board Director Gloria Hatcher-Mays (Fire District 10)
Alt. Board Director Ken Gamblin (City of Sammamish) (*late arrival*)

ABSENT: Board Director Matt Talbot (Fire District 38) (*excused*)
Board Director Stacy Goodman (City of Issaquah) (*excused*)

CALL TO ORDER: Chair Gothelf called the meeting to order at 4:00 p.m., took roll call and led the flag salute.

Board Chair Gothelf adjusted the Agenda and moved Regular Business Item #1, Insurance Renewal Briefing to follow the Consent agenda.

SPECIAL PRESENTATION: None

PUBLIC COMMENT: Union President deAlteriis thanked the Board for their support during the COVID-19 situation. Briefed on EF&R's proactive measures, which are being used as a model throughout the region. Discussed the following; community fear that other departments are facing within their communities, inter-local agreements between unions to assist with staffing needs, positive and correct communications, and the cancelation of Union events.

CONSENT AGENDA:

IT WAS MOVED BY DIRECTOR MORAN, SECONDED BY DIRECTOR RUDE TO: Approve the Consent Agenda as amended. MOTION CARRIED AS AMENDED, 7-0.

1. Agenda Bill 2020-07 (Approval of Board Minutes and Financial Recap)
 - Amended Regular Meeting Minutes (amended to change line 80 to Director Martin and remove Alt. Director Hatcher-Mays)
 - Special Meeting Minutes

- Financial Recap

REGULAR BUSINESS:

1. Insurance Renewal Briefing: Gordon MacIvennie briefed on the VFIS Risk Solutions survey and enclosed a Certificate of Appreciation. He briefed on minor changes to the coverage to include updating vehicles and personnel. Stated EF&R is doing the right things and to continue the best business practices. Chief commented that recognition by insurance companies is rare and is based off the policies and practices the Board supports. He thanked Gordon and his team for their open communication and timely responses.
2. Auditor Report: Introduced the audit team and briefed on the process and results of the audit. The 2016-2018 audit concludes EF&R 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. Chief Clark stated EF&R is 100% up to date with audits, all audits came back with no findings and in full compliance.

COMMITTEE REPORTS:

1. Finance and Administrative Committee (FAC): Elected a new Chair, Director Moran, and Vice Chair, Director Rude. Briefed on the governance discussion and next steps to finalize the language in the articles of incorporation.

FIRE CHIEF BRIEFING:

- PFAS: Executive Committee met to finalize the contract and continue moving forward with the scope of work. Drilling for testing of wells will begin on March 18, 2020 for two weeks. Discussed the transition of personnel from Farallon Consulting and the next Executive Committee meeting scheduled for March 27, 2020.
- SWAT Incident with Fire: Will be reported on at the April Board meeting.
- Media (Community Connect and SR18) event was cancelled due to the COVID-19 event.
- Future HQ discussions: There will be a briefing by the City of Issaquah regarding closure of City Hall NW and the conversations of potentially 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.
- March 28 Wildfire event postponed.
- Fire Corps lead Jon Bromberg has been nominated and will be receiving a Governor's Award and will bring to the Board to be presented at a future Board meeting.
- Fireground 101 will be re-assessed not later than April 1, 2020 due to COVID-19.
- FAC meeting on March 25, 2020 will be cancelled.
- Today, between 3pm-4pm, EF&R responded to two working structure fires, one in Issaquah at an apartment complex and a chimney fire in North Bend with two dogs rescued.

100 **REGULAR BUSINESS:**

- 101 3. Coronavirus (COVID-19) Briefing: Attached Board Memo 2020-001 summarizes the
102 current work with COVID-19 and proactive steps moving forward. Praised the Issaquah
103 Nursing and Rehabilitation center for their leadership in planning and best practices. DC
104 Lane is leading the COVID-19 Task Force and deserves accolades for his time and
105 dedication. Discussed priorities of EF&R, which will focus on response and COVID-19
106 preparation and planning. Discussion ensued and Board Chair Gothelf stated the City of
107 North Bend has made a declaration of Emergency. Briefed on lessons learned from the
108 City of Kirkland, the Kirkland Fire Department, and the cumbersome testing process the
109 region is facing. EF&R is working with L&I and briefly discussed the EF&R Emergency
110 Funding policy and funding sustainability for short term and long-term planning needs.
111
- 112 4. C.O.R.E. Connection – MIH Briefing: To be presented at the May Board meeting.
113
- 114 5. WALK-ON Agenda Bill 2020-08 (Interagency Agreement with City of Issaquah – PFAS
115 Groundwater Project): Briefed on the intent of the agreement. IT WAS MOVED BY
116 DIRECTOR RUDE, SECONDED BY DIRECTOR REH TO: Approve the revised IAA
117 between the City of Issaquah and Eastside Fire & Rescue. MOTION CARRIED: 7-0.
118
- 119 6. Board Retreat Recap: Briefed on the retreat and the agreement from those who attended
120 it was a success. Discussed the positive and engaged conversations. Board Chair
121 Gothelf will discuss the Board work plan and action items at future Board meetings.
122

123 **GENERAL ADMINISTRATIVE DISCUSSION:**

- 124 1. Revenue and Expense Report: Included in packet.
125 2. Incidents Activity Report: Included in packet.
126 3. Strategic Plan Quarterly Report. Posted online.
127

128 **GOOD OF THE ORDER:**

129 Received accolades from the Snoqualmie Tribe and praised the successful relationship with
130 the agency.
131

132 **CALENDAR REVIEW:**

- 133 • FAC – March 25, 2020, 12:00 – 1:00, HQ (*lunch provided*) **(CANCELLED)**
134 • EF&R Agenda Review – March 25, 4:00 p.m., HQ (*Sammamish*)
135 • EF&R Warrant Review – April 9, 2020, 3:30 p.m., HQ (*Sammamish*)
136 • EF&R Board Meeting – April 9, 2020 4:00 p.m., HQ
137 • Fireground 101 – May 16, 2020 Bellevue Training Facility **(Tentative)**
138

139 **ADJOURNMENT:** Chair Gothelf adjourned the meeting at 5:04 p.m.
140

141 **SIGNING OF DOCUMENTS:**

142 **VIRTUALLY APPROVED BY BOARD DIRECTORS ON MAY 14, 2020. (Vote: 8-0)**