

1 **EASTSIDE FIRE & RESCUE BOARD OF DIRECTORS**
2 **SPECIAL MEETING**
3 **February 27, 2020**
4 **4 p.m.**
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6 The special meeting of the Board of Directors of Eastside Fire & Rescue was held on
7 February 27, 2020, at Hilton Garden Inn, 1800 NW Gilman Blvd., Issaquah, WA 98027
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9 **PRESENT:** Chair Alan Gothelf (City of North Bend)
10 Vice Chair Chris Reh (City of Issaquah)
11 Board Director Stacy Goodman (City of Issaquah)
12 Board Director Matt Talbot (Fire District 38)
13 Board Director Karen Moran (City of Sammamish)
14 Board Director Chris Ross (City of Sammamish)
15 Board Director Alan Martin (Fire District 10)
16 Alt. Board Director Gloria Hatcher-Mays (Fire District 10)
17 Board Secretary Jamie Formisano
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19 **STAFF:** Fire Chief Jeff Clark
20 Deputy Chief Greg Tryon
21 Deputy Chief Richard Burke
22 Deputy Chief Ben Lane
23 Finance and Administrative Director Lisa King
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25 **AUDIENCE:** Alt. Board Director Heather Koellen (City of North Bend)
26 Alt. Board Director Ken Gamblin (City of Sammamish) (*late arrival*)
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28 **ABSENT:** Board Director Larry Rude (Fire District 10) (*excused*)
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30 **CALL TO ORDER:** Chair Gothelf called the meeting to order at 4:20 p.m. and took roll call.
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32 **REGULAR BUSINESS:**

- 33 1. Board of Director Orientation: Discussed intent of the meeting, which is to enhance the
34 relationship between Directors and staff, continue strategic planning at the Board level
35 and Board development. The briefing covered the following items:
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 - 37 • Department overview: Included call volume, staffing model, ORG chart, roles &
responsibilities, and resource documents.
 - 38 • Director roles & responsibilities: Included areas of oversight for the Chair and
39 Directors. Discussed goals of increased participation of Directors to attend pre-
40 board meetings to set agendas, greater involvement with the Chief's performance
41 evaluations, actively participating with setting the annual agenda calendar, and
42 potential Director evaluations. Reviewed public disclosure, conflicts of interest,
43 and liabilities.
 - 44 • Budget overview: Included reviewing the operating budget, capital facility fund,
45 equipment fund, liability reserve fund, operating fund reserve, and the funding
46 formula.
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48 2. Board Development: Reviewed and discussed strategic discussions from 2016. Board
49 suggestions for continued development included;

- 50 • Build relationships with crews by scheduling an annual ride-along, visiting their
- 51 community fire station(s), and participating in events (i.e. open houses,
- 52 graduations, etc.).
- 53 • Political involvement (i.e., SR18, Legislative Issues, etc.)
- 54 • Traffic planning involvement with each respective District and City to ensure
- 55 response needs are met.
- 56 • Encouraged the Chief to bring forward improvements unique to EF&R to
- 57 respective Directors.
- 58 • Schedule one on one meetings with the Chief and each Director on a quarterly
- 59 basis to touch base.
- 60 • Increase political involvement with neighboring agencies to build relationships and
- 61 break down any barriers. Discussed ways to build community to community
- 62 relationships to shift the mindset of what the fire departments offer.
- 63 • Discussed the potential of Director assignments (i.e., PFAS committee, EMS Levy
- 64 committee, etc.)

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66 3. Strategic Plan: Briefed on the value of establishing a strategic plan and the path it

67 provides for a clear purpose and vision. Conducted a Board SWOC analysis and

68 discussed strengths, weaknesses, challenges, and opportunities.

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70 **GOOD OF THE ORDER:**

- 71 • Recap the retreat goals and any feedback for improvement. The Directors agreed
- 72 this was beneficial and look forward to future development opportunities.
- 73 • DC Tryon briefed on the upcoming promotional testing process and requests the Board
- 74 think about the following question, "If you had an opportunity to ask a crew any question
- 75 what would that question be?" The Board Secretary will submit the question via email for
- 76 Director feedback.

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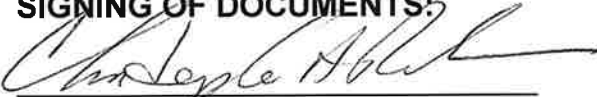
78 **EXECUTIVE SESSION: N/A**

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80 **ADJOURNMENT:** Chair Gothelf adjourned the meeting at 7:16 p.m.

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82 **SIGNING OF DOCUMENTS:**

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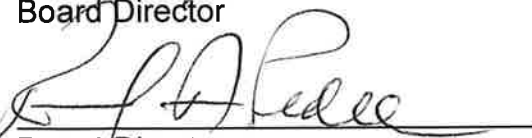
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