

**WOODINVILLE FIRE & RESCUE  
RESOLUTION NO. 2017-12**

**A RESOLUTION ADOPTING POLICY NO 2118,  
TRADES**

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**RECITALS**

**WHEREAS**, the State of Washington has vested in the governing bodies of fire protection districts the authority to adopt reasonable rules to govern the district and to perform its functions, and generally to perform all such acts as may be necessary to carry out the objects of the creation of the district under RCW 52.14.100; and

**WHEREAS**, the Board of Fire Commissioners of Woodinville Fire & Rescue (“District”) has vested the responsibility of the day-to-day operation of the District in the Fire Chief; and

**WHEREAS**, the Board of Fire Commissioners has determined that it is necessary to establish and maintain a set of policies, procedures and practices to ensure the efficient and effective management of the District’s affairs; and

**WHEREAS**, the District provided Local 2099 with a copy of the proposed revised policy under an agreed District/Local policy review process; and

**WHEREAS**, Local 2099 was given the opportunity to provide feedback on the policy, and the Local indicated they had no specific concerns.

**NOW, THEREFORE**, it is resolved that the Board of Fire Commissioners of the District has adopted Policy 2118, Trades, and that the content of the paragraphs shown below shall become the policy segment of said policy.

***Policy Section 2118, Trades***

**1.0 Policy Statement**

- 1.1. It is the policy of Woodinville Fire & Rescue (the “District”) to allow employees the flexibility to voluntarily trade whole shifts or portions thereof subject to the approval by the immediate supervisor and Battalion Chief.
- 1.2. It is the policy of the District that trades which cost the District overtime shall not be approved.

- 1.3. It is the policy of the District that all trades in a calendar year shall be fully scheduled and utilized in the same calendar year. Exception: If a trade is needed in the final quarter of a calendar year and cannot be paid back within that calendar year, if approved, trade paybacks may be paid back by March 1 of the following calendar year. Any portion of a trade not timely scheduled will be scheduled by the District.

**ADOPTED AT A REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS OF WOODINVILLE FIRE & RESCUE THIS 15th DAY OF AUGUST, 2017.**

**WOODINVILLE FIRE & RESCUE  
COUNTY OF KING, WASHINGTON**

**Approved as to Form:**


/s/ Jeffrey Ganson

Jeffrey Ganson, District Counsel

  
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Berek van Veen, Commissioner, Position 1

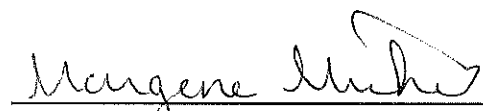
  
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Jim Dorney, Commissioner, Position 2

  
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Timothy Osgood, Commissioner, Position 3

  
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Kevin Coughlin, Commissioner, Position 4

  
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Roger Collins, Commissioner, Position 5

**Attest:**

  
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Margene Michael, Board Secretary