



SHORELINE FIRE DEPARTMENT BOARD OF COMMISSIONERS MEETING

REGULAR MEETING MINUTES

June 15, 2023

Chair Harris called the regular meeting of the Board of Commissioners to order at 5:00 p.m. on June 15, 2023. The meeting was held at the Shoreline Fire Department, located at 17525 Aurora Avenue North, Shoreline, Washington 98133.

PRESENT:

David Harris, Chair	Matt Cowan, Chief
Kimberly Fischer, Vice-Chair	Mark Foster, Deputy Chief (DC)
Rod Heivilin, Commissioner	
Ken Callahan, Commissioner	
Barb Sullivan, Commissioner	

ABSENT: Matt Hochstein, Deputy Chief (DC)

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT:

- Doug Loeser, Department Lieutenant, and Local 1760 IAFF Union President attended the meeting virtually without comment.

CONSIDERATION OF AGENDA:

- None.

MINUTES

***MOTION:** Commissioner Fischer moved, and Commissioner Sullivan seconded a motion to approve the June 8, 2023, regular meeting minutes as written. The motion passed; five ayes.*

CORRESPONDENCE:

- None.

STANDING AGENDA

WARRANTS

**SHORELINE FIRE DEPARTMENT
VOUCHER COVER SHEET**

Second Board Meeting
JUNE 15, 2023

TYPE OF TRANSACTION	INVOICE NUMBER	DISBURSEMENT AMOUNT	RELEASE DATE
EXPENSE FUND: 10-004-0010			
Vendor Voucher(s)	230611001 - 230611037	96,321.93	6/21/23
Payroll Vouchers		will be added to July 6 meeting	
ACH Payment Request - Payroll Direct Deposit		will be added to July 6 meeting	
ACH Payment Request - HRA/VEBA		will be added to July 6 meeting	
ACH Payment Request - ALERUS (457 Plan)		will be added to July 6 meeting	
ACH Payment Request - WA DCP		will be added to July 6 meeting	
ACH Payment Request - IAFF Local 1760 (Union Dues)		will be added to July 6 meeting	
ACH Payment Request - Dept. of Retirement Systems		will be added to July 6 meeting	
ACH Payment Request - DSHS		will be added to July 6 meeting	
ACH Payment Request - Payroll Taxes		will be added to July 6 meeting	
Interfund Transfer- OUT to RESERVE fund			
Interfund Transfer- OUT to CAPITAL fund			
Interfund Transfer- OUT to BENEFIT fund			

\$ 96,321.93

ALS EXPENSE FUND: 10-004-6080			
Vendor Voucher(s)	230608001 - 230608013	39,116.62	6/21/23
Payroll Vouchers		will be added to July 6 meeting	
ACH Payment Request - Payroll Direct Deposit		will be added to July 6 meeting	
ACH Payment Request - HRA/VEBA		will be added to July 6 meeting	
ACH Payment Request - ALERUS (457 Plan)		will be added to July 6 meeting	
ACH Payment Request - WA DCP		will be added to July 6 meeting	
ACH Payment Request - IAFF Local 1760 (Union Dues)		will be added to July 6 meeting	
Dept of Retirement Systems		will be added to July 6 meeting	
ACH Payment Request - Payroll Taxes		will be added to July 6 meeting	

\$ 39,116.62

ALS CAPITAL FUND: 10-004-6060			
Vendor Voucher(s)		No activity	

\$ -

CMT EXPENSE FUND: 10-004-6070			
Vendor Voucher(s)		No activity	
			\$ -
CAPITAL EXPENSE FUND: 10-004-0020			
Vendor Voucher(s)	230609001	1,093.80	6/21/23
			\$ 1,093.80
NKCTC FUND: 10-004-0100			
Vendor Voucher(s)	230610001 - 230610002	5,170.36	6/21/23
			\$ 5,170.36
BENEFITS FUND: 10-004-6050			
Vendor Voucher(s)		No activity	
			\$ -
EMS DONATION FUND: 10-004-6030			
Vendor Voucher(s)		No activity	
			\$ -
EXPENSE RESERVE FUND: 10-004-6010			
Vendor Voucher(s)		No activity	
			\$ -
IMPACT FEE FUND: 10-004-6240			
Interfund Transfer- OUT to LTGO Bond Fund		No activity	
			\$ -
MOTION			
Move to accept disbursements in the amount of :			\$ 141,702.71

MOTION: *Commissioner Heivilin moved, and Commissioner Fischer seconded a motion to accept the disbursements for \$141,702.71 per the detail above. The motion passed; five ayes.*

COMMISSIONERS' REPORT:

- The Commissioners attended the King County Fire Commissioners Association general meeting, and the presenter of the evening was Ryan Delatte, Emergency Response Specialist with Phillips 66.

FINANCIAL REPORT:

- The May Financial Summary Report will be presented at the July 6, 2023 Board meeting.

STATISTICS REPORT:

- No report.

IMPACT MITIGATION FEE/UPDATES:

- No report.

STRATEGIC PLAN DISCUSSION:

- Continued work on the evaluation and analysis of the Station 54 site in the City of Kenmore.

DISTRICT ACTIVITY REPORTS:

- **Chief Cowan** provided a written district activity report, which is attached and incorporated by reference.
 - Chief Cowan attended the FORCE conference at Red Lodge, Montana and noted it was very informative.
 - Chief Cowan attended the State of the City Address and noted that many of the State's representatives attended.
 - Chief Cowan met with Representative Lauren Davis to discuss public records requests.
 - A Fire Operations 101 course is tentatively scheduled for September, which will be open to all elected officials from local Cities and Boards.
- **Deputy Chief Foster** provided a written district activity report, which is attached and incorporated by reference.
 - Commissioner Heivilin requested an update on the Medicare Ground Ambulance Data Collection project. DC Foster noted the Centers for Medicare & Medicaid Services required the Department to report costs, utilization, and revenue data from the period of July 1, 2022, through June 30, 2023. The Department has set up an internal team to help with the data collection.
- **Deputy Chief Hochstein** provided a written district activity report, which is attached and incorporated by reference.

OLD BUSINESS:

- None.

NEW BUSINESS:

- None.

PROJECTED AGENDA:

- None.

EXECUTIVE SESSION:

- None.

The Commissioners adjourned the regular meeting at 5:17 p.m.

MOTION: Commissioner Fischer moved, and Commissioner Sullivan seconded, a motion to adjourn the regular meeting of the Board of Commissioners at 5:17 p.m. The motion passed; five ayes.

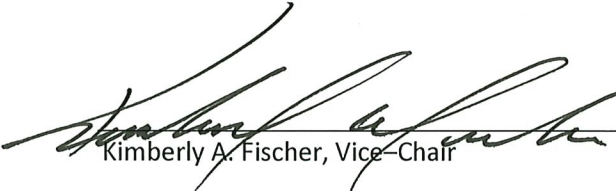
Minutes prepared by: Beatriz Goldsmith


Boupka K. Siharath

Secretary to the Board



David M. Harris, Chair




Kimberly A. Fischer, Vice-Chair



Barb Sullivan, Commissioner

Kenneth G. Callahan, Commissioner



Rod Heivilin, Commissioner