



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

BUSINESS: 425-354-1780 FAX: 425-354-1781

MINUTES

January 3, 2023

REGULAR MEETING BOARD OF COMMISSIONERS at Northshore Fire Department's Headquarters Station 51 and Virtual Meeting via Zoom

I. OPEN REGULAR NORTHSHORE MEETING

1.1 Roll Call

Chair Josh Pratt called the meeting to order at 5:00 PM.

Persons in attendance were Commissioners Eric Adman, Josh Pratt, Tyler Byers, Rick Webster, and Lisa Wollum. Also present was Chief Matt Cowan, Legal Counsel Matt Paxton, Board Secretary Amy Oakley, and 3 members of the public.

II. PUBLIC COMMENT

- o No Comment

III. APPROVAL OF THE AGENDA

Commissioner Wollum moved to adopt the agenda as presented. Commissioner Byers seconded. The motion passed unanimously 5-0.

IV. ELECTION OF NEW BOARD OFFICERS

4.1 Nomination for Board Chair

Commissioner Adman moved to nominate Commissioner Wollum to the position of Board Chair. Commissioner Pratt seconded.

4.2 Discussion

- o Commissioner Wollum accepted the nomination.

4.3 Election of Board Chair

The Board voted and the motion passed unanimously 5-0.

4.4 Nomination for Board Vice Chair

Commissioner Adman moved to nominate Commissioner Byers to Board Vice Chair. Commissioner Pratt seconded.

4.5 Discussion

- o Commissioner Byers accepted the nomination.

4.6 Election of Board Chair

The Board voted and the motion passed unanimously 5-0.

V. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

5.1 Discussion of Policy 1450

- The Board discussed amending the policy to reflect the District’s current practice of uploading meeting audio recordings to AVCapture.
- Commissioner Webster and Commissioner Adman will form a subcommittee to revise the policy and present to the Board at the February meeting.

VI. BOARD RESOLUTIONS

6.1 None

VII. CONSENT AGENDA

7.1 Vouchers

- The General Fund Vouchers totaled \$ 22,882.21
- The Reserve Fund Vouchers totaled \$ 96,786.99

7.2 Commissioner Compensation

7.3 Meeting Minutes: 12/06/2022 and 12/20/2022

***Commissioner Webster moved to accept the consent agenda as presented.
Commissioner Pratt seconded. The motion passed unanimously 5-0.***

VIII. REPORTS

8.1 Fire Chief Report

- Chief Cowan updated the Board on meetings attended to address hospital capacity issues and ideas to alleviate wait time for aid cars.
- Chief Cowan updated the Board on the status of COVID/RSV/flu in the community.
- The Board and Chief discussed upcoming legislation related to hospital funding and nursing shortages.
- The Fire Chief and the Deputy Fire Chief of Bothell are retiring this year. These retirements do not impact Northshore Fire.
- There were no significant injuries or impacts from last week’s snow and ice incident.
- Chief Cowan updated the Board on the structural fire at Suni’s restaurant on 15th Ave. NE.

8.2 Commissioner Reports

- Commissioner Pratt thanked Aid 151 crews who came to neighbor’s home on Christmas Eve and Christmas nights.

8.3 Legal Counsel Reports

- No report.

IX. UPCOMING BOARD AGENDAS

9.1 Setting of Future Meeting Agenda(s)

The next meeting on February 7, 2023 meeting will include the standard agenda items as well as update from the subcommittee on Policy 1450, update on Shoreline billing reconciliation under the ILA, update on Policy 6200 (Financial). This meeting will be hybrid, on Zoom and in-person at Station 51.

ADJOURNMENT

The meeting adjourned at 5:36PM.

NEXT MEETING DATE

The next regular scheduled meeting will be Tuesday, February 7th, 2023 at 5:00PM.

Attachments: Agenda, Policy 1450, Vouchers, Commissioner Compensation, Meeting Minutes 12/6/22 and 12/20/2022, and Chief's Report.

BOARD OF COMMISSIONERS



ERIC ADMAN, Member

JOSH PRATT, Member



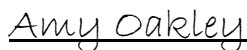
TYLER BYERS, Member

RICK WEBSTER, Member



LISA WOLLUM, Member

ATTEST



Amy Oakley, Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners on February 7, 2023.



Northshore Fire Department Board of Commissioners

Headquarters Station 7220 NE 181st Street, Kenmore, WA

Northshore Fire Department Board of Commissioners

Regular Meeting Agenda

Tuesday, January 3, 2023

5:00PM

Meeting held virtually, via Zoom, and in-person at: Station #51, 7220 NE 181st Street, Kenmore, WA 98028

To provide public comment, please see instructions at the end of the agenda.

To attend this meeting live, click the link below and enter the ID & Password provided.

A recording of this meeting will also be posted in AV Capture.

Join Zoom Meeting Online at:

<https://us02web.zoom.us/j/85044713997?pwd=dW1uWDFpNldlPZ1dSSU1ZYy9LSXVQQT09>

Call in to Zoom Meeting at: (253) 215-8782

Meeting ID: 850 4471 3997

Passcode: 743608

I. Open Regular Northshore Board Meeting

1.1 Roll Call

II. Public Comment

2.1 Public Comment

III. Approval of Agenda

3.1 Approval of the Meeting Agenda

IV. Election of Board Officers

4.1 Nominations for Board Chair Position

4.2 Discussion

4.3 Election of Board Chair

4.4 Nominations for Board Vice Chair Position

4.5 Discussion

4.6 Election of Board Vice Chair



V. Board Discussion and Possible Action Items

5.1 Discussion on Policy 1450- Commissioner Meeting Minutes

VI. Board Resolutions

None

VII. Consent Agenda

7.1 Vouchers

7.2 Commissioner Compensation

7.3 Meeting Minutes: Regular Meeting 12/6/2022 and 12/20/2022

VIII. Reports

8.1 Fire Chief Report

8.2 Commissioner Reports

8.3 Legal Counsel Report

IX. Upcoming Board Agendas

9.1 Setting of Future Meeting Agenda(s)

Adjournment

Next Regular Meeting: Tuesday, February 7th, 2022 at 5:00 PM

Public Comment Procedures for Virtual Meetings:

Individuals wishing to comment may comment by appearing at the virtual meeting and “raising their hand” or the equivalent. The chair shall recognize those persons and provide them the opportunity to comment. Three minutes are allowed for comment.

If you wish to provide written public comment, you may do so by submitting a written statement to boardsecretary@northshorefire.com. Any comments received up to one hour before the posted meeting time, will be read during the public comment period.

To ensure your written comments are received and read at the proper meeting, your email must include:

- Date & Time of the meeting your comments are intended for
- Your name
- Whether or not you live in the city limits of Lake Forest Park or Kenmore
- Agenda Item and/or subject your comments refer to



Emails without this information may not be read at the meeting. And, in accordance with normal procedure, messages of an overly repetitive or inappropriate (vulgarity) nature may be declined to be read at the discretion of the meeting Chair.

Please check the District's [AV Capture](#) for the most up-to-date information about individual meetings.

Questions? Email Board Secretary Amy Oakley at boardsecretary@northshorefire.com.

NORTHSHORE FIRE DEPARTMENT

ADMINISTRATIVE POLICY AND PROCEDURES/GUIDELINES

SUBJECT: Commissioner Meeting Minutes

Policy Number:	1450	Approved By:	Board of Commissioners
Effective Date:	July 1, 2008	Revision Date:	March 16, 2021
Pages:	2	Attachments:	0

1 PURPOSE

- 1.1 To outline the policy and procedure for the creating, approving, and retaining of the official Board of Commissioners meeting minutes.

2 REFERENCES

- 2.1 RCW 42.30.030, *Minutes*
- 2.2 RCW 40.14.070, *Destruction of Local Records*

3 RESPONSIBILITY

- 3.1 Board meeting minutes shall be developed and maintained in accordance with this policy.
- 3.2 The District Secretary or designee shall record and develop a permanent set of minutes for the Board meetings as required by policy and applicable law.

4 DEFINITIONS

5 POLICY

- 5.1 Northshore Fire Department shall promptly develop a written set of minutes for all regular and special Board meetings.
 - 5.1.1 Exception: discussions held during executive sessions shall not be recorded or documented in the meeting minutes.
- 5.2 Board meeting minutes shall be a record of the items discussed and the actions taken by the Board. The minutes should contain the following:
 - 5.2.1 Date, time and location of the meeting.
 - 5.2.2 The presiding officer.
 - 5.2.3 Board members, District employees, legal advisor, consultants and as available, the number of visitors who are present.
 - 5.2.4 Items discussed during the meeting and the results of any voting that occurred.
 - 4.2.4.1 Voting shall be recorded by name when the vote is not unanimous.
 - 5.2.5 Documentation of action items and/or assignments, the due dates and person(s) assigned.
 - 5.2.6 Documentation of executive sessions with a general statement of the purpose, RCW citation and duration of each session.
 - 5.2.7 Next meeting agenda items will be listed.
 - 5.2.8 Time of adjournment.

5.2.9 Documentation of meeting minutes attachments.

6 PROCEDURES/GUIDELINES

- 6.1 The Secretary or designee shall be present at Board meetings and will document the proceedings in preparation for the development of official minutes.
- 6.2 The Secretary will complete and distribute a draft version of the minutes via e-mail to the Board members, and Fire Chief within three calendar days for their review and suggested modifications.
 - 6.2.1 Suggested modifications shall be emailed to the Board Secretary, Board Chair, and Fire Chief within seven days of the board meeting.
- 6.3 The Secretary shall incorporate the suggested modifications received from the reviewers into the draft minutes. Modifications that require board discussion shall be highlighted; and include the name of the requestor, added and deleted text shall be indicated.
- 6.4 Draft meeting minutes shall be provided to the Board with the meeting materials of the next subsequent regular meeting.
- 6.5 Formal approval of minutes shall be made during an open Board meeting.
- 6.6 Approved minutes, along with attachments of any documents that were distributed or discussed at the meeting, shall be posted to the department website and maintained in accordance with state law.
- 6.7 Approved resolutions shall be documented in the minutes, posted to the department website and maintained in accordance with state law.

WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 17:48:25 Date: 12/30/2022

01/11/2023 To: 01/31/2023

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
8	01/11/2023	Claims	1	0	AV CAPTURE ALL INC	3,300.00	2023 Renewal
9	01/11/2023	Claims	1	0	EMPLOYMENT SECURITY DEPT - PFML	6,294.09	Balance Due from 2022 PFML premiums
10	01/11/2023	Claims	1	0	KING COUNTY FIRE COMMISSIONERS ASSOCIATI	180.00	2023 Annual Membership Dues
11	01/11/2023	Claims	1	0	SPRINGBROOK HOLDING COMPANY LLC	12,915.52	2023 Financial Software Renewal
12	01/11/2023	Claims	1	0	WASHINGTON STATE DEPARTMENT OF REVENUE	192.60	Q4 2022 Leasehold Excise Tax
001 General Fund 10-016-0010						22,882.21	
						<u>22,882.21</u>	Claims: 22,882.21

WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 17:47:48 Date: 12/30/2022

01/11/2023 To: 01/31/2023

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
2	01/11/2023	Claims	4	0	BRIAN L GILBERT	14,597.83	Retirement Buyout Option - Year 2 Payment
3	01/11/2023	Claims	4	0	DOUGLAS S KNIGHT	21,323.64	Retirement Buyout Option - Year 2 Payment
1	01/11/2023	Claims	4	0	GARY PEDERSEN	374.20	LEOFF I
5	01/11/2023	Claims	4	0	JEFFREY S TAGART	20,404.51	Retirement Buyout Option - Year 2 Payment
4	01/11/2023	Claims	4	0	MICHAEL A MORRIS	22,680.00	Retirement Buyout Option - Year 2 Payment
6	01/11/2023	Claims	4	0	WASHINGTON COUNTIES INSURANCE FUND	2,403.49	Jan 2023 - LEOFF I Medical
7	01/11/2023	Claims	4	0	WILLIAM T WILLIAMS	15,003.32	Retirement Buyout Option - Year 2 Payment
004 Reserve Fund 10-016-6010						96,786.99	
						<hr/>	Claims: 96,786.99
						96,786.99	

Northshore Fire Department
Fire Commissioner Request for Compensation

Month: 12 Year: 2022 Name: Rick Webster		
Date	Description of Activity	Hours
12/5/2022	Prep for Board of Commissioners Mtg	2
12/6/2022	Commissioners Mtg	2
12/20/2022	Special Meeting	1

I certify by signing this request for compensation that I have acted on behalf of the Northshore Fire Department in the fulfillment of my duties as an elected Fire Commissioner and that this request for compensation is in compliance with the Northshore Fire Department policy and State Law.



Signature

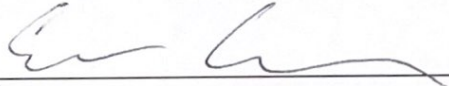
12-20-2022

Date

Northshore Fire Department
Fire Commissioner Request for Compensation

Month:	Decem	Year:	2022	Name:	Adman
Date	Description of Activity				Hours
12/6/22	FC meeting				1
12/20/22	FC meeting				2

I certify by signing this request for compensation that I have acted on behalf of the Northshore Fire Department in the fulfillment of my duties as an elected Fire Commissioner and that this request for compensation is in compliance with the Northshore Fire Department policy and State Law.


Signature

12-31-22
Date

Northshore Fire Department
 Fire Commissioner Request for Compensation

Month:		Year:		Name:	
Date		Description of Activity			Hours

I certify by signing this request for compensation that I have acted on behalf of the Northshore Fire Department in the fulfillment of my duties as an elected Fire Commissioner and that this request for compensation is in compliance with the Northshore Fire Department policy and State Law.

Tyler Byers

Signature _____

Date _____

Northshore Fire Department
 Fire Commissioner Request for Compensation

Month:		Year:		Name:	
Date	Description of Activity			Hours	

I certify by signing this request for compensation that I have acted on behalf of the Northshore Fire Department in the fulfillment of my duties as an elected Fire Commissioner and that this request for compensation is in compliance with the Northshore Fire Department policy and State Law.

Tyler Byers

Signature _____

Date _____

Northshore Fire Department
Fire Commissioner Request for Compensation

Month:	Nov	Year:	2022	Name:	Lisa Wollum
Date	Description of Activity	Hours			
11/1/22	Meeting				
11/2/22	KC E-Board Meeting				
11/3/22	KC Meeting				
12/7/22	Meeting				
1/9/22	KC Meeting- Aurora Borealis	31.47			
10/26/22	Class	15.26			
12/7/22	KC Meeting Angelo's	27.10			
12/7/22	***Galls-Jacket	416.77			
12/10/22	***Cut it Out Crafts-Patches	123.31			
	TOTAL	613.91			
	12/7/22 ***Exception Made at Board Mtg				

I certify by signing this request for compensation that I have acted on behalf of the Northshore Fire Department in the fulfillment of my duties as an elected Fire Commissioner and that this request for compensation is in compliance with the Northshore Fire Department policy and State Law.

Lisa Wollum
Signature

12/29/22
Date

Customer Copy

AURORA Borealis

Date: 11/09/22 Time: 05:51pm
Reg: 5
Emp: Andrea G
Check: 57764
Card Type VS
Card Number *****5764
Auth Number 065520
Card Enter Swiped
Expiration Date **/**

Amount \$26.47

Tip: 5-

Total: 31.47

Restaurant Receipt

Server: Jonalyn 10/26/2022
Table 137/2 6:00 PM
Guests: 1 120082
Reprint #: 1
Area: Grand Rest.

Tito's ~~9.00~~
Smoked Hummus 14.00

Subtotal 23.00
Tax ~~2.07~~ 1.26

Total 25.07

VISA #XXXXXXXXXXXX9100 15.26 25.07
Auth:55604D

Balance Due 0.00

Grand Restaurant and Lounge

--- Check Closed ---

Angelo's Restaurant
1830 130th Ave NE
Bellevue, WA 98005
425.883.2777

Check 54-4 Table 24
Diane R. 12/7/2022
Guests 17 7:21 PM

Chicken Salad 14.00
Coke 3.00

Subtotal 17.00
Tax 1.70
20% Tip 3.40

TOTAL 22.10

BALANCE DUE 22.10

Thank you!

tip 5-
27.10



22296392

1 of 1

Customer Copy

Galls Seattle
15835 Westminster Way N
SHORELINE, WA 98133
Phone: (206) 527-5277

Ship To:

BL1 - Blumenthal Seattle
15835 Westminster Way N
SHORELINE, WA 98133
TODD WOLLUM

Sold To:1002338660

TODD WOLLUM
8610 AURORA AVE N
8610 AURORA AVE N
SEATTLE, WA 98103
TODD WOLLUM

Date..... :12/07/2022 13:48:46

Order Number:22296392

Source.....:MAN12

Register.....:SEATTLE RETAIL 4

PO Number....:

Loc	Qty	SKU/Description	Selling Price	Amount
BL1	1	JA2473 BLK MD REG 5-IN-1 JACKET 2.0	237.60	237.60

Sub Total: 237.60

Tax: 24.47

Shipping:

Total: 262.07

Type	Type Information	Amount	Approval Code
Credit Card	*****9100	262.07	

Lise Wollum

Amount Tendered:

Change Due:

Signature _____



2 2 3 1 7 6 7 7

1 of 1

Customer Copy

Galls Seattle
15835 Westminster Way N
SHORELINE, WA 98133
Phone: (206) 527-5277

Ship To:

BL1 - Blumenthal Seattle
15835 Westminster Way N
SHORELINE, WA 98133
TODD WOLLUM

Sold To:1002338660

TODD WOLLUM
8610 AURORA AVE N
8610 AURORA AVE N
SEATTLE, WA 98103
TODD WOLLUM

Date..... :12/09/2022 15:33:41

Order Number:22317677

Source.....:MAN15

Register.....:SEATTLE RETAIL 4

PO Number...:JACKET

Loc	Qty	SKU/Description	Selling Price	Amount
BL1	1	JC590 OD MD REG BLAUER SOFTSHELL FLEECE 4660 BLUMENTHAL:4660/GREEN GREEN	140.25	140.25

Sub Total: 140.25

Tax: 14.45

Shipping:

Total: 154.70

Type	Type Information	Amount	Approval Code
Credit Card	*****9100	154.70	

Lisa Wollum

Signature _____

Amount Tendered:

Change Due:

Cut-it-Out Crafts

Invoice



Nancy Monahan
 10621 NE 194th St.
 Bothell, WA 98011

Date	Invoice #
12/10/2022	6649
Terms	Net 15
Due Date	12/25/2022

Zelle-206-909-6369	PAYPAL Payments ONLINE: paypal.me/cutitoutcrafts	Venmo-Nancy-Monahan-6
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Bill To
 NORTHSHORE FIRE COMMISSIONERS

Ship To

Item	Description	Qty/Hrs.	Employee/Location	Size	Rate	Color	Amount
Patch-Large Embroidery	Large Patch sewn on garment	4			7.00		28.00T
Embroidery	Machine Embroidery of Logo	2	Commish Wollum	Jacket	6.00	PF503	12.00T
Embroidery	Machine Embroidery of Logo	4	Logo/w Name/Title	Tops, inside jacket	18.00		72.00T

"Like" me on Facebook.
 @Cut-it-Out Crafts

Web Site	www.cutitoutcrafts.com
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Phone #	Fax #	E-mail
206-909-6369	425-485-5230	cutitoutcrafts@gmail.com

Payments/Credits	\$0.00
Subtotal	\$112.00
Sales Tax (10.1%)	\$11.31
Balance Due	\$123.31



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

BUSINESS: 425-354-1780 FAX: 425-354-1781

MINUTES

December 6, 2022

REGULAR MEETING BOARD OF COMMISSIONERS at Northshore Fire Department's Headquarters Station 51 and Virtual Meeting via Zoom

I. OPEN REGULAR NORTHSHORE MEETING

1.1 Roll Call

Chair Josh Pratt called the meeting to order at 5:00 PM.

Persons in attendance were Commissioners Eric Adman, Josh Pratt, Tyler Byers, Rick Webster, and Lisa Wollum. Also present was Chief Matt Cowan, Legal Counsel Matt Paxton, Board Secretary Amy Oakley, and 3 members of the public.

II. PUBLIC COMMENT

2.1 The Board heard public comments from Kenmore residents David Maehren and Stacy Valenzuela.

- Chief Cowan and Commissioner Adman responded to public comments related to the lease at the NSFD property on 153rd.

III. APPROVAL OF THE AGENDA

Commissioner Pratt proposed to add 4.2 to discuss Commissioner Clothing Stipend.

Commissioner Webster moved to adopt the agenda as amended. Commissioner Wollum seconded. The motion passed unanimously 5-0.

IV. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

4.1 Discussion of D. Maehren Records Request

- Commissioner Pratt updated the Board on the public records request to add 2018 audio recordings prior to the use of AVCapture.
- The Board discussed this request and discussed updating Policy 1450 to reflect the practices.
- David Maehren addressed the Board with clarifications related to his request.
- Legal Counsel Matt Paxton provided input of the legality of posting the audio recordings. He determined it is within the Board's discretion.

Commissioner Webster moved to post the 2018 audio recordings on AVCapture. Commissioner Wollum seconded. The motion passed unanimously 5-0.

4.2 Commissioner Clothing Stipend

- Commissioner Pratt congratulated Commissioner Wollum on her election to be the Secretary of the King County Fire Board of Commissioners.
- Commissioner Wollum requested approval to exceed the \$150 clothing limit.

Commissioner Byers moved to accept Commissioner Wollum's request to purchase clothing item exceeding \$150 limit. Commissioner Webster seconded. The motion passed unanimously 5-0.

V. BOARD RESOLUTIONS

6.1 None

VI. CONSENT AGENDA

6.1 Vouchers

- The General Fund Vouchers totaled \$86,064.27
- The Reserve Fund Vouchers totaled \$94,007.42

6.2 Commissioner Compensation

6.3 Meeting Minutes: 11/1/22

Commissioner Webster moved to accept the consent agenda as presented. Commissioner Wollum seconded. The motion passed unanimously 5-0.

VII. REPORTS

7.1 Fire Chief Report

- Chief Cowan updated the Board on Battalion Chief attrition and staffing.
- Chief Cowan updated the Board on the status of the Training Consortium for calendar year 2023.
- Chief Cowan updated the Board on the establishment of the Northend Cities Critical Response Program and Shoreline's mental health crisis response and referral program.
- Chief Cowan update the Board on the status of the Tyler CAD dispatch software upgrade related to data and usability issues. Operations Chiefs met and recommended they revert back to Tritech. The Governing Board is scheduled to meet on Friday to discuss.

7.2 Commissioner Reports

- No reports

7.3 Legal Counsel Reports

- No report

VIII. UPCOMING BOARD AGENDAS

8.1 Setting of Future Meeting Agenda(s)

- The Board discussed holding a Special Meeting on December 20th at 5pm to approve year end vouchers.

The next meeting on January 3, 2022 meeting will include the standard agenda items as well as election of Board Chair and Vice Chair and Policy 1450 discussion. This meeting will be hybrid, on Zoom and in-person at Station 51.

ADJOURNMENT

The meeting adjourned at 5:56PM.

NEXT MEETING DATE

The next regular scheduled meeting will be Tuesday, January 3rd, 2022 at 5:00PM.

Attachments: Agenda, Vouchers, Commissioner Compensation, Meeting Minutes 11/1/22, Chief's Report.

BOARD OF COMMISSIONERS

ERIC ADMAN, Member

JOSH PRATT, Member

TYLER BYERS, Member

RICK WEBSTER, Member

LISA WOLLUM, Member

ATTEST

Amy Oakley, Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners on January 3, 2022.

DRAFT



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

BUSINESS: 425-354-1780 FAX: 425-354-1781

MINUTES

December 20, 2022

SPECIAL MEETING BOARD OF COMMISSIONERS at Northshore Fire Department's Headquarters Station 51 and Virtual Meeting via Zoom

I. OPEN SPECIAL NORTHSHORE MEETING

1.1 Roll Call

Chair Josh Pratt called the meeting to order at 5:02 PM.

Persons in attendance were Commissioners Eric Adman, Josh Pratt, Rick Webster, and Lisa Wollum. Also present was Chief Matt Cowan, Board Secretary Amy Oakley, and 1 member of the public. Commissioner Tyler Byers was absent.

II. PUBLIC COMMENT

2.1 No public comments.

III. APPROVAL OF THE AGENDA

Commissioner Webster moved to adopt the agenda as amended. Commissioner Wollum seconded. The motion passed unanimously 4-0.

IV. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

4.1 None.

V. BOARD RESOLUTIONS

6.1 None

VI. CONSENT AGENDA

6.1 Vouchers

- The General Fund Vouchers totaled \$6,915.63
- The Reserve Fund Vouchers totaled \$95,770.44

Commissioner Wollum moved to accept the consent agenda as presented. Commissioner Adman seconded. The motion passed unanimously 4-0.

VII. REPORTS

7.1 None

VIII. UPCOMING BOARD AGENDAS

8.1 Setting of Future Meeting Agenda(s)

The next meeting on January 3, 2022 meeting will include the standard agenda items as well as election of Board Chair and Vice Chair and Policy 1450 discussion. This meeting will be hybrid, on Zoom and in-person at Station 51.

ADJOURNMENT

The meeting adjourned at 5:06PM.

NEXT MEETING DATE

The next regular scheduled meeting will be Tuesday, January 3rd, 2022 at 5:00PM.

Attachments: Agenda, Public Notice, Vouchers

BOARD OF COMMISSIONERS

ERIC ADMAN, Member

JOSH PRATT, Member

TYLER BYERS, Member

RICK WEBSTER, Member

LISA WOLLUM, Member

ATTEST

Amy Oakley, Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners on November 1, 2022.

DRAFT

District Activity Highlights

The following District activities and/or meetings of note were completed during the report period:

Succession development

- Started DC Hochstein transition.

Negotiations

- Working on a couple of small issues with previous legacy NFD work.

Contract for service with NFD

- No known concerns or issues. I'm told everything is going pretty smoothly and that morale is good.

Staffing

- Have nine recruits in current Firefighter academy graduating on January 20th.
- We have two lateral Firefighters that have accepted conditional offers of employment, they start mid-month.

Consortium

- The suppression portion of the fall academy is done, the recruits are in EMT training currently and will receive a one-week fire refresher right before graduation.
- Preparing for the next academy starting in early February.

2023 Budget

- Monitoring status of capital projects that will run over into 2023 due to supply chain issues. This will push certain line items over budget in 2023, but there will be savings from the 2022 budget.

Public Records Requests

- Still receiving a high amount of PRRs from one individual.
- Working with legal on responding to requests for information and reports on the excavation/trench rescue on July 4th.

Noteworthy Meetings

- December 21 – KCFCA Meeting
 - I will be the chair for the education committee, will represent on the State legislative committee, and am the Zone 1 representative for USAR.
 - KC Commissioners Association presented the Jim and Jiggs award to Drs. Rea, Sayre, and Kudenchuk.
 - Presentation on the financial crisis that hospitals are in by the CEO of Valley Medical Center
 - Approved the 2023 budget.
 - Discussion on WFCA dues increases and inconsistent impacts, especially in King County area.

- Election of 2023 Vice President and Treasurer.
- December 22 – Meet on Staffing EMT's at Hospitals
 - Discussed the options for decreasing wall times at hospitals.
 - Offered up sending an EMT to the ER to manage multiple patients while waiting for an opening. Exploring what financial support there is.
 - Also considering an application or a staff position to manage the patient dispersal across the hospitals to eliminate overload on single hospitals.
- January 3 – Meet on Hospital Capacity Issues
 - Still working with all groups on addressing issues.
 - I continue to press on some short-term fixes as well; such as managing multiple patients, a technological or staff fix to manage overall hospital overloading, and allowing patients to go to clinics, doctor's office, etc.
 - Going to work off-line with short term solutions.
 - Working with State Chiefs Association to support legislation.

Incorporated into the above Board meeting minutes by reference.

Submitted by: Chief, Matt Cowan