



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

MINUTES

April 1, 2025

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

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

Persons in attendance were Commissioners Eric Adman, Rick Webster, Josh Pratt and Lisa Wollum. Also present was Chief Matt Cowan, Legal Counsel Matt Paxton, Board Secretary Amy Oakley, and 2 members 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 presented. Commissioner Wollum seconded. The motion passed unanimously 4-0.

IV. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

4.1 Update on Regional Fire Authority (RFA)

- Chief Cowan updated the Board on the proposed meeting schedule of alternating RFA meeting locations between Station 61 and Station 51 on the first and third Thursdays, respectfully.
- Chief Cowan explained that the Northshore King County Fire District 16 still exists and is required to hold regular meetings. He proposed Northshore meet monthly on the third Thursday of the month 15 minutes prior to the RFA meeting at Station 51. Possible district business could include election of Commissioners and payment of the levy bond.
- Department administration is working on resolutions for the first RFA meeting on May 1st.

4.2 Fire Benefit Charge Appeals Hearing

- The Department had no appeals to bring forward to the Board. There were 8 appeals submitted and all were resolved or repealed.

4.3 Discussion on Payment of the General Obligation Bond

- Chief Cowan presented to the Board an analysis of equity for the RFA (2025 Estimate).
 - The current overall tax equivalent rate, excludes tax bond payment.
- 4.4 Discussion of Northshore meeting policies for future RFA meetings
- The Board discussed continuing to publish Zoom recordings once the RFA is established.
 - Legal Counsel, Matt Paxton, provided clarification on the organizational structure and requirements of the Northshore Fire District and Regional Fire Authority.
 - The Chief and Board discussed future options for the RFA governing board.
- 4.5 Update on capital projects
- The Chief updated the Board on the status of the Station 57 generator is moving forward.
 - The RFQ for architectural bids will be completed and published in the next few weeks.
- 4.6 Termination of the ILA Agreement
- Chief Cowan updated the Board on the need to end the ILA by motion.
 - Legal Counsel updated the Board that this termination does not require reconciliation between the two departments.

Commissioner Wollum moved to terminate the ILA agreement. Commissioner Webster seconded. The motion passed unanimously 4-0.

V. BOARD RESOLUTIONS

5.1 Resolution 25-01 – Authorizing Asset Transfer

Commissioner Webster moved to pass Resolution 2025-01 Transferring Assets to the RFA as stated. Commissioner Wollum seconded. The motion passed unanimously 4-0.

5.2 Resolution 25-02 – Establishing Regular Meeting Schedule

- The Board tabled this resolution to the May 6th regular meeting.

VI. CONSENT AGENDA

6.1 Vouchers

- The General Fund Vouchers totaled \$ 21,880.07
- The Capital Fund Vouchers totaled \$ 111,771.45
- The Benefit Fund Vouchers totaled \$ 203.50

6.2 Commissioner Compensation

6.3 Meeting Minutes: 3/11/2025

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

VII. REPORTS

7.1 Fire Chief Report

- Chief Cowan updated the Board on status of the recruits training.

7.2 Commissioner Reports

- No report.

7.3 Legal Counsel Reports

- Legal Counsel Matt Paxton requested guidance on participation at future Northshore Board meetings.

7.4 Public Comment

- Vice Chair Pratt invited David Maehren to provide public comment.

VIII. UPCOMING BOARD AGENDAS

8.1 Setting of Future Meeting Agenda(s)

The next regular meeting of the Northshore Board of Commissioners will be Tuesday, May 6, 2025. The meeting will include the standard agenda items as well as a Resolution on future Board meetings, discussion of legal counsel participation in Board future meetings. This meeting will be hybrid, on Zoom and in-person at Station 51.

ADJOURNMENT

The meeting adjourned at 5:57PM.

NEXT MEETING DATE

The next scheduled meeting will be Tuesday, May 6th, 2025 at 5:00PM.

Attachments: Agenda, Vouchers, Resolution 25-01, Resolution 25-02 (tabled), Commissioner Compensation, Meeting Minutes 3/11/25, and Chief's Report.

BOARD OF COMMISSIONERS



ERIC ADMAN, Member

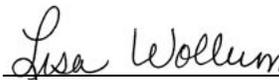


JOSH PRATT, Member

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 May 6, 2025.



Northshore Fire Department Board of Commissioners

Headquarters Station 7220 NE 181st Street, Kenmore, WA

Northshore Fire Department Board of Commissioners

Regular Meeting Agenda

Tuesday, April 1, 2025

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=dW1uWDFpNldpZl1dSSU1ZYy9LSXVQQT09>

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. Board Discussion and Possible Action Items

4.1 Update on Regional Fire Authority (RFA)

4.2 Fire Benefit Charge Appeals Hearing

4.3 Discussion of Payment of the General Obligation Bond

4.4 Discussion of Northshore meeting policies for future RFA meetings

4.5 Update on Capital Projects

4.6 Termination of the ILA Agreement

V. Board Resolutions



- 5.1 Resolution 25-01 - Authorizing Asset Transfer
- 5.2 Resolution 25-02 - Establishing Regular Meeting Schedule

VI. Consent Agenda

- 6.1 Vouchers
- 6.2 Commissioner Compensation
- 6.3 Meeting Minutes: Special Meeting 3/11/2025

VII. Reports

- 7.1 Fire Chief Report
- 7.2 Commissioner Reports
- 7.3 Legal Counsel Report

VIII. Upcoming Board Agendas

- 8.1 Setting of Future Meeting Agenda(s)

Adjournment

Next Regular Meeting: Thursday, May 15th, 2025 at 4:45 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



**TERMINATION OF INTERLOCAL AGREEMENT
FOR FIRE AND EMERGENCY MEDICAL SERVICES**

This Termination of Interlocal Agreement for Fire and Emergency Medical Services (the "Termination") is dated the first day of April, 2025 and entered into between **KING COUNTY FIRE PROTECTION DISTRICT NO. 4 D/B/A SHORELINE FIRE DEPARTMENT**, a municipal corporation ("SFD"), and **KING COUNTY FIRE PROTECTION DISTRICT NO. 16 D/B/A NORTHSHORE FIRE DEPARTMENT**, a municipal corporation, ("NFD").

RECITALS

WHEREAS, effective June 1, 2022, in accordance with the Interlocal Agreement for Fire and Emergency Medical Services dated April 28, 2022 (the "ILA"), NFD entered into a contract with SFD for Fire and EMS services;

WHEREAS, in the event of a termination of the ILA, Article 13 provided the terms under which SFD and NFD could go back to operating independent fire authorities, including return of former NFD property and reconciling the amounts due to SFD;

WHEREAS, effective May 1, 2025, the Shoreline Fire Department Regional Fire Authority (the "RFA") will provide fire and EMS services within SFD and NFD;

WHEREAS, in accordance with Section 6(C) of the Shoreline Fire Department RFA Plan, the intent and effect of the formation of the RFA is to consolidate the resources of SFD and NFD into the RFA; and

WHEREAS, the parties desire to terminate the ILA as provided herein.

TERMS

To carry out the purposes of this Agreement and in consideration of the benefits to be received by each party, it is agreed as follows:

1. **TERMINATION.** The ILA shall terminate effective May 1, 2025. Each party shall bear its own costs associated with termination. Because of the transfer of the assets and liabilities from SFD and NFD identified in Article 6 of the RFA Plan, there shall be no disposition of assets to NFD under Section 13.3 or reconciliation of amounts due under Section 13.4 of the ILA.

The parties below execute this Termination, which shall become effective on May 1, 2025.

SHORELINE FIRE DEPARTMENT

NORTHSHORE FIRE DEPARTMENT

Print Name: _____
Its: _____
Date: _____

Print Name: _____
Its: _____
Date: _____



KING COUNTY FIRE PROTECTION DISTRICT NO.16
7220 NE 181st Street
KENMORE, WA 98028

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

RESOLUTION NO. 25-01
RESOLUTION TRANSFERRING ASSETS

A RESOLUTION of the Board of Commissioners of Northshore Fire Department, a fire protection district, authorizing the transfer of assets to the Shoreline Fire Department, a regional fire protection service authority

WHEREAS, on February 11, 2025 the combined voters of Shoreline Fire Department, a fire protection district and the Northshore Fire Department, a fire protection district, approved the formation of the Shoreline Fire Department, a regional fire protection service authority effective May 1, 2025 in accordance with the Shoreline and Northshore Regional Fire Department Plan "RFA Plan;"

WHEREAS, Section 6.C of the RFA Plan provides for the transfer of all assets and certain liabilities of Shoreline Fire Department, a fire protection district, and the Northshore Fire Department, a fire protection district, to the Shoreline Fire Department, a regional fire authority.

RESOLUTION: NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of Northshore Fire Department, a fire protection district, authorizes the transfer of all Northshore Fire Department, a fire protection district, assets and liabilities as required by the RFA Plan to the Shoreline Fire Department, a regional fire authority, and authorizes the Fire Chief Matt Cowan to sign and deliver all documents necessary to complete the transfer of the assets.

ADOPTION: ADOPTED by the Board of Commissioners of Northshore Fire Department, a fire protection district, at an open public meeting of such Board on the 1st day of April, 2025 the following Commissioners being present and voting:

NORTHSHORE FIRE DEPARTMENT

King County, Washington

Attest:

LISA WOLLUM, Chair

Amy Oakley
Secretary to the Board

ERIC ADMAN, Commissioner

TYLER BYERS, Commissioner

RICK WEBSTER, Commissioner

JOSH PRATT, Commissioner



KING COUNTY FIRE PROTECTION DISTRICT NO.16
7220 NE 181st Street
KENMORE, WA 98028
BUSINESS: 425-354-1780 FAX: 425-354-1781

RESOLUTION NO. 25-02
RESOLUTION ESTABLISHING REGULAR MEETING SCHEDULE

A RESOLUTION of the Board of Commissioners of Northshore Fire Department, a fire protection district, establishing regular meeting schedule.

WHEREAS, RCW 42.30.070 requires that each fire protection district establish, by resolution, the date for holding their regular meetings;

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of Northshore Fire Department hereby adopts the following schedule for its regular meeting:

The third Thursday of each month at 4:45 pm, 7220 NE 181st St, Kenmore, WA 98028

ADOPTED by the Board of Commissioners of Northshore Fire Department, a fire protection district, at an open public meeting of such Board on the 1st day of April, 2025 the following Commissioners being present and voting:

NORTHSHORE FIRE DEPARTMENT

King County, Washington

Attest:

LISA WOLLUM, Chair

Amy Oakley
Secretary to the Board

ERIC ADMAN, Commissioner

TYLER BYERS, Commissioner

RICK WEBSTER, Commissioner

JOSH PRATT, Commissioner

WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 17:34:56 Date: 03/28/2025

04/09/2025 To: 04/09/2025

Page: 1

| Trans | Date | Type | Acct # | War # | Claimant | Amount | Memo |
|------------------------------|------------|--------|--------|-------|------------------------------|-------------------|--------------------------------------|
| 127 | 04/09/2025 | Claims | 301 | 0 | FIRST ARRIVING IO INC | 3,261.00 | DASHBOARD SUBSCRIPTION WITH HARDWARE |
| 128 | 04/09/2025 | Claims | 301 | 0 | IML SECURITY SUPPLY | 1,721.67 | ELECTRONIC DOOR LOCKS |
| 129 | 04/09/2025 | Claims | 301 | 0 | IML SECURITY SUPPLY | 1,375.82 | WIRELESS ACESSORIES |
| 130 | 04/09/2025 | Claims | 301 | 0 | MACDONALD-MILLER SERVICE INC | 105,412.96 | ST 57 GENERATOR REPLACEMENT |
| 301 Capital Fund 10-016-3010 | | | | | | 111,771.45 | |
| | | | | | | <u>111,771.45</u> | Claims: 111,771.45 |
| | | | | | | 111,771.45 | |

WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 17:34:13 Date: 03/28/2025

04/09/2025 To: 04/09/2025

Page: 1

| Trans | Date | Type | Acct # | War # | Claimant | Amount | Memo |
|------------------------------|------------|---------|--------|-------|--------------------------|-----------|--|
| 117 | 04/09/2025 | Claims | 1 | 0 | CSD ATTORNEYS AT LAW | 252.00 | LEGAL FEES - GENERAL BUSINESS |
| 118 | 04/09/2025 | Claims | 1 | 0 | CSD ATTORNEYS AT LAW | 828.00 | LEGAL FEES - CONSOLIDATION |
| 123 | 04/09/2025 | Payroll | 1 | 0 | EMPLOYMENT SECURITY DEPT | 20.62 | Pay Cycle(s) 01/30/2025 To 01/30/2025 - PFML; Pay Cycle(s) 02/27/2025 To 02/27/2025 - PFML; Pay Cycle(s) 03/27/2025 To 03/27/2025 - PFML |
| 124 | 04/09/2025 | Payroll | 1 | 0 | EMPLOYMENT SECURITY DEPT | 6.83 | Pay Cycle(s) 01/30/2025 To 01/30/2025 - LTC; Pay Cycle(s) 03/27/2025 To 03/27/2025 - LTC |
| 119 | 04/09/2025 | Claims | 1 | 0 | KING COUNTY TREASURY | 1,171.33 | 2025 PROPERTY TAXES |
| 120 | 04/09/2025 | Claims | 1 | 0 | KING COUNTY TREASURY | 854.89 | 2025 PROPERTY TAXES |
| 121 | 04/09/2025 | Claims | 1 | 0 | KING COUNTY TREASURY | 14,427.73 | 2025 PROPERTY TAXES |
| 125 | 04/09/2025 | Payroll | 1 | 0 | LABOR & INDUSTRIES | 9.67 | 1ST Quarter L&I: 01/01/2025 - 03/31/2025 |
| 122 | 04/09/2025 | Claims | 1 | 0 | STATE AUDITOR'S OFFICE | 4,309.00 | 2023 AUDIT |
| 001 General Fund 10-016-0010 | | | | | | 21,880.07 | |
| | | | | | | 21,880.07 | Claims: 21,842.95 Payroll: 37.12 |

Northshore Fire Department
Fire Commissioner Request for Compensation

| Month: 3 | Year: 2025 | Name: Rick Webster | |
|-----------|--|--------------------|-------|
| Date | Description of Activity | | Hours |
| | | | |
| | | | |
| | | | |
| 3/4/2025 | Review Station 57 Generator Project | | 2 |
| 3/7/2025 | Completed review of Station 57 Generator Project | | 1.5 |
| | | | |
| 3/11/2025 | Commissioners Mtg | | 2 |
| | | | |
| 3/27/2025 | Special Joint Meeting with North City Water | | 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

3-30-2025
Date



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

MINUTES

March 11, 2025

SPECIAL 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

Vice Chair Josh Pratts 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 Deputy Chief Matt Hochstein, Legal Counsel Matt Paxton, Board Secretary Amy Oakley, and 2 members of the public.

II. PUBLIC COMMENT

2.1 The Board heard public comment from David Maehren.

III. APPROVAL OF THE AGENDA

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

IV. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

4.1 Update on Regional Fire Authority (RFA)

- Chief Hochstein updated the Board that the first official meeting of the RFA will be on May 1, 2025 at 5:00pm at Station 61.
- Legal Counsel Paxton updated the Board that policy work is ongoing.

4.2 Fire Benefit Charge Appeals Hearing

- Chief Hochstein did not have an update to provide.

4.3 Station 57 Generator Purchase Discussion and Approval

- Chief Hochstein updated the Board on a quote in hand. Commissioner Webster and several staff have reviewed the bid, including the electrical analysis of Station 57 to right size the generator. The bid built in extra capacity.
- Chief Hochstein estimates it will be six months to install the generator. The generator will be able to power the station and equipment for up to 48 hours. The generator will be converted from propane to diesel.
- Chief Hochstein updated the Board on the documentation of solicitation of multiple bids.

Commissioner Webster moved to approve the purchase and installation of a new diesel generator at Station 57. Commissioner Wollum seconded. The motion passed unanimously 5-0.

4.4 Update on Capital Projects

- Chief Hochstein updated the Board on LED lighting conversation at Station 51 Bay. The electrician will begin this work and complete by April 2025. This will improve energy usage at Station 51
- Chief Hochstein updated the Board on the server room fire suppression system at Station 51 and is awaiting bids.
- Chief Hochstein updated the Board on the carport at Station 51.
- Chief Hochstein updated the Board that a 2nd refrigerator at Station 57 is budgeted for purchase. They are reviewing areas to place the new refrigerator.
- Chief Hochstein updated the Board on the sole source project to replace the compressor at Station 51. The existing compressor is functional, but has failed on several occasions.
- Chief Hochstein updated the Board on the status of the SCBA decontamination washer to find best location at Station 51. Chief Hochstein provided an overview of the SCBA equipment cleaning process as an improvement to health and safety.
- Chief Hochstein updated the Board upgrade to locker room for day staff at Station 51.
- Chief Hochstein updated the Board on the purchase of replacement of Trailblazer vehicles with Ford Escape hybrid vehicles through the Washington State auction.

V. BOARD RESOLUTIONS

6.1 None

VI. CONSENT AGENDA

6.1 Vouchers

- The General Fund Vouchers totaled \$ 18,007.94
- The Capital Fund Vouchers totaled \$ 26,533.99
- The Benefit Fund Vouchers totaled \$ 3,772.91

6.2 Commissioner Compensation

6.3 Meeting Minutes: 2/4/2025

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 Hochstein updated the Board on status of contract negotiations.
- Chief Hochstein updated the Board that June 7th, 2025 will be the Open House and Pancake breakfast at Station 51.

- Chief Hochstein updated the Board on the status of Bothell Fire Department. Chief Cowan meets frequently with Bothell city representatives. Chief Hochstein coordinates with Chief Ormes to provide oversight.

7.2 Commissioner Reports

- Commissioner Adman announced his retirement from the Shoreline Fire Department.
- Commissioner Pratt thanked the administration, fire fighters, city council members, and citizens who supported the RFA.

7.3 Legal Counsel Reports

- Legal Counsel Paxton congratulated the Board on the success of the RFA and compliance of legal requirements regarding the measure.
- Legal Counsel Paxton updated the Board on upcoming transition decisions for the Board related the termination of the contract for services between Northshore and Shoreline.
- Legal Counsel Paxton updated the Board on the need to reconcile of funds with the establishment of the RFA.

VIII. UPCOMING BOARD AGENDAS

8.1 Setting of Future Meeting Agenda(s)

The next regular meeting will be Tuesday, April 1, 2025. The meeting will include the standard agenda items as well as update on the RFA transition, payment of the general obligation bond, fire benefit charge appeals hearing, discussion of Northshore meeting policies for future RFA meetings, capital projects update. This meeting will be hybrid, on Zoom and in-person at Station 51.

ADJOURNMENT

The meeting adjourned at 5:38PM.

NEXT MEETING DATE

The next scheduled meeting will be Tuesday, April 1st, 2025 at 5:00PM.

Attachments: Agenda, Vouchers, Commissioner Compensation, Meeting Minutes 2/4/25, 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 April 1, 2025.

Shoreline Fire Department

BOARD MEETING DATE: April 1st, 2025

Chief Cowan

District Activity Highlights

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

Hiring/Succession development

- Working on finalizing new Facilities Manager job description. This position will replace a lost facilities position last fall and elevate accountability.

Strategic Planning

- Working on a RFA implementation checklist including changes to organizational numbers, funds, and resolutions to be considered at first meeting, May 1.
- Will be focusing on submitting a Request for Qualifications (RFQ) to Architectural firms for general consulting work such as; feasibility evaluation for Station 62, Station 57 generator, and Station 51 carport projects.

Staffing

- Our new Firefighters are doing well in the fire academy, graduation is May 23rd

Negotiations

- CBA negotiations resumed March 27th.

Contracts

- Still waiting for a final decision by Kenmore if they will be separating from NEMCO at the end of 2025.

North King County Training Consortium

- Nothing new to report.

Budget

- Will be modifying the budget to reflect the combined organizations under a RFA.

Capital Projects

- Station 57 – Generator Replacement. We have the bid, which will be about \$420k with tax.

Public Records Requests

- Significant requests at this time by Eric Tronsen. In 2024 there were 132 information requests and 18 records requests.
- In January of 2025 there were 39 information requests and 12 records requests.
- In February of 2025 there were 13 information requests and 13 records requests.

Noteworthy Meetings

- March 12 – Management Team Meeting
 - Discussed ongoing Departmental issues and concerns.
 - Updated on RFA transition process.
- March 12 – BFD Officers Meeting

- Attended meeting and provided updates.
- Discussion on pressing Department issues, especially on facility related problems.
- March 13 – Connections Health Meeting
 - Met with operations President of Crisis Center in Kirkland to discuss usage and any barriers to taking patients there.
 - Will forward concerns to MIH for addressing better utilization.
- March 14 – NORCOM Governing Board Meeting
 - Discussed new administrative staffing structure.
 - There were unanticipated savings from 2024, discussion on how to re-invest.
- March 20 – City of Shoreline Council Meeting
 - Attended and supported KCEMS is presenting on the upcoming KCEMS levy that will be on the ballot this November.
 - It was discussion only, Council will take action in the future on whether to support the ballot measure.
 - Requires 75% of the cities over 50k people to support being on the ballot.
- March 25 – Legislative Committee
 - Represented KC Chiefs on State legislative committee.
 - Lots of discussion on bills progressing or not, but large focus on how is the budget going to be addressed.
- March 26 – City Manager Meeting
 - Monthly meeting with Bothell City Manager Kyle Stannert.
 - Discussed upcoming ladder refurbishment, purchase, upcoming review after a year under contract.
- March 27 – Uniform CBA negotiations
 - Started back up with negotiations.

Incorporated into the above Board meeting minutes by reference.

Submitted by: Chief, Matt Cowan