



SHORELINE FIRE DISTRICT BOARD OF COMMISSIONERS MEETING

AGENDA

December 4, 2025

5:15 p.m.

Meeting held on-site at Station 61 17525 Aurora Avenue N., Shoreline, WA

Join Zoom Meeting

<https://us02web.zoom.us/j/84133385045?pwd=OfWM8Qtgkpge8hsmAUX3NalM28qzMp.1>

Meeting ID: 841 3338 5045

Passcode: 012633

Dial by your location: 1 253 215 8782

- I. **Call to Order**
- II. **Public Comment**
- III. **Consideration of Agenda**
- IV. **Swearing in Ceremony for RE-Appointed Commissioners**
- V. **Approval of Past Meeting Minutes**
 - November 6, 2025 – Regular Meeting Minutes / MOTION
- VI. **Resolution 25-06 Affirmation of Intent Regarding 2026 Negotiations / MOTION**
- VII. **Election of Officers / MOTION**
- VIII. **Adjournment**



Oath of Office

I, **Kimberly Fischer**, having been duly elected to the office of Shoreline Fire Department Commissioner Position No.2, do solemnly swear that I will faithfully and impartially discharge the duties of this office as prescribed by law and to the best of my ability, and that I will support and maintain the Constitution of the State of Washington and of the United States of America.

Signature

SUBSCRIBED AND SWORN before me this _____ day of _____, _____

Notary Public in and for the State of Washington, residing at _____.



Oath of Office

I, **Rick Nye**, having been duly elected to the office of Shoreline Fire Department Commissioner Position No.5, do solemnly swear that I will faithfully and impartially discharge the duties of this office as prescribed by law and to the best of my ability, and that I will support and maintain the Constitution of the State of Washington and of the United States of America.

Signature

SUBSCRIBED AND SWORN before me this _____ day of _____, _____

Notary Public in and for the State of Washington, residing at _____.



SHORELINE FIRE DISTRICT BOARD OF COMMISSIONERS MEETING

REGULAR MEETING MINUTES November 6, 2025

Chair Sullivan called the regular meeting of the Board of Commissioners to order at 5:15 p.m. on November 6, 2025, at Station 61, 17525 Aurora Avenue N., Shoreline, Washington 98133.

PRESENT:

Rod Heivilin, Vice-Chair	Matt Cowan, Chief
David Harris, Commissioner	Matt Hochstein, Deputy Chief (DC)
Kimberly Fischer, Commissioner	Ryan Burgess, Fire Marshal
Rick Nye, Commissioner	
Barb Sullivan, Chair	

ABSENT:

I. CALL TO ORDER

II. PUBLIC COMMENT:

- None.

III. CONSIDERATION OF AGENDA:

- None.

IV. APPROVAL OF PAST MEETING MINUTES:

MOTION: *Commissioner Fischer moved, and Commissioner Heivilin seconded a motion to approve the October 2, 2025, District regular meeting minutes. The motion passed; five ayes.*

V. NEW BUSINESS:

- **January 1 Board Meeting Reschedule:**
 - The Commissioners agreed to reschedule the January 1 meeting to January 8, 2026, at 5:15pm.

VI. ADJOURNMENT:

- The Commissioners adjourned the regular meeting at 5:20 p.m.

Minutes prepared by: Gina Chanthavong

Boupha K. Siharath
Secretary to the Board

Barb Sullivan, Chair

Rod Heivilin, Vice–Chair

David M. Harris, Commissioner

Kimberly A. Fischer, Commissioner

Rick Nye, Commissioner

DRAFT



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FIRE CHIEF
Matt Cowan

COMMISSIONERS

Ken Callahan
Kim Fischer
David Harris

Rod Heivilin
Barb Sullivan
Rick Nye

BOARD OF COMMISSIONERS MEETING

☐ Informational Only

☒ Approval by Motion

Meeting Date:	December 4, 2025
Agenda Title:	Affirmation of Intent for Retroactive Pay Resolution 25-06
Background Information: On October 29, 2024, the Union requested that all negotiations pause until the following year, to resume in March 2025. Two Commissioners were invited, but not required, to attend negotiations meetings, so that an awareness and perspective could be shared from and to the Board of Commissioners. After that negotiations session the full Board was briefed at the November 7, 2024, Board of Commissioner meeting, and there was an executive session to discuss the status of ongoing negotiations. In subsequent negotiations and budget meetings the impact on employee's compensation packages were also discussed. Represented staff opted for no COLA in 2025, and non-represented employees were provided a CPI adjustment of 3.8% with the understanding that once the CBAs were ratified and comparable analysis occurred, that all employees would receive the difference in a retroactive pay adjustment back to January 1, 2025.	
Recommendation: Recommend that the Board of Commissioners approve and sign Shoreline Fire District Resolution 25-06 Affirmation of Intent for Retroactive Pay	
Financial Impact:	☐ YES ☒ NO ☐ Cost Neutral
Cost Impact:	None
Other Options:	N/A
Attachments:	Shoreline Fire District Resolution 25-06– Affirmation of Intent for Retroactive Pay

BOARD OF COMMISSIONERS MOTION

I move to authorize the Board of Commissioners of the Shoreline Fire District to approve and sign 25-06– Affirmation of Intent for Retroactive Pay

Follow Up Action(s):	
Follow up Person(s):	Chief Matt Cowan
Follow up Date(s):	



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FIRE CHIEF
Matt Cowan

COMMISSIONERS
Kim Fischer David Harris
Rod Heivilin Rick Nye
Barb Sullivan

RESOLUTION 25-06

Affirmation of Intent for Retroactive Pay

This Resolution addresses the intent of the Shoreline Fire District Board of Commissioners to apply retroactive pay to all employees after negotiations and comparable analysis were completed in 2026.

WHEREAS, the Shoreline Fire Department's Board of Commissioners (Board) recognizes it is in the best interest of the Fire Department and its employees to establish appropriate salary and benefits packages, and

WHEREAS, the Board recognizes that negotiations with IAFF Local 1760 stalled in late 2024 and that there was agreement to resume negotiations March of 2025, and

WHEREAS, the Board was informed and recognized that this would delay not only the Uniform CBA, but the Chief Officer CBA, Non-Uniformed CBA, and salary and benefits package adjustments for non-represented employees;

THEREFORE BE IT RESOLVED, all employees would receive retroactive pay back to January 1, 2025 after the CBAs were ratified and non-represented employees salary and benefits packages could be adjusted.

On October 29, 2024 the Union requested that all negotiations pause until the following year, to resume in March, 2025. Two Commissioners were invited, but not required, to attend negotiations meetings, so that an awareness and perspective could be shared from and to the Board of Commissioners. After that negotiations session the full Board was briefed at the November 7, 2024 Board of Commissioner meeting, and there was an executive session to discuss the status of ongoing negotiations. In subsequent negotiations and budget meetings the impact on employee's compensation packages were also discussed. Represented staff opted for no COLA in 2025, and non-represented employees were provided a CPI adjustment of 3.8% with the understanding that once the CBAs were ratified and comparable analysis occurred, that all employees would receive the difference in a retroactive pay adjustment back to January 1, 2025.

ADOPTED AND APPROVED by the Board of Fire Commissioners of the Shoreline Fire Department, King County, Washington, at a regular meeting thereof, held on December 4, 2025.

Attest:

**THE SHORELINE FIRE DEPARTMENT (FIRE DISTRICT) BOARD OF
COMMISSIONERS**

Boupha K. Siharath
Secretary to the Board

Kimberly A. Fischer, Commissioner

David M. Harris, Commissioner

Rod Heivilin, Commissioner

Rick Nye, Commissioner

Barb Sullivan, Commissioner



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Matt Cowan

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Kim Fischer Barb Sullivan
David Harris Rick Nye

BOARD OF COMMISSIONERS MEETING

☐ Informational Only

☒ Approval by Motion

Meeting Date:	December 4, 2025
Agenda Title:	Election of 2026 Board Chair and Vice Chair
Background Information:	
A. Election of Officers	
1. The Board of Commissioners shall elect a Chair and Vice Chair for a term of one year and organize itself at the first meeting of each calendar year provided that upon Board motion such elections and organizational meeting may be postponed up to thirty (30) days. The term of the Chair and Vice Chair shall begin upon said election and end at the time of election of the successor. In the temporary absence of the Chair, the Vice Chair shall perform the duties and responsibilities of the Chair relating to the conduct of meetings and emergency business. 2. In the event the Chair is unable to complete the term of office, a new Chair shall be elected at the next regular meeting. In the event the Vice Chair is unable to complete the term of office, a new Vice Chair shall be elected at the next regular meeting.	
Recommendation:	
To elect a Chair and Vice Chair for 2026.	
Financial Impact:	☐ YES ☐ NO ☒ Cost Neutral
Other Options:	
Attachments:	

BOARD OF COMMISSIONERS MOTION

I move to nominate as Board Chair for 2026	
I move to nominate..... as Vice Chair for 2026	
Follow Up Action(s):	
Follow up Person(s):	Boupha Siharath, Board Secretary
Follow up Date(s):	