



SHORELINE FIRE DEPARTMENT (RFA) GOVERNING BOARD MEETING

SHORELINE FIRE DEPARTMENT (RFA) REGULAR MEETING MINUTES January 8, 2026

Chair Fischer called the regular meeting of the Shoreline Regional Fire Authority (RFA) Governing Board to order at 5:30 p.m. on January 8 2026, at Station 61, 17525 Aurora Ave. N., Shoreline, WA. 98133.

PRESENT:

Kimberly Fischer , Chair	Matt Cowan , Chief
Eric Adman , Vice-Chair	Andres Orams , Deputy Chief (DC)
Tyler Byers , Commissioner (attend via Zoom)	
David Harris , Commissioner	
Rod Heivilin , Commissioner	
Rick Nye , Commissioner	
Josh Pratt , Commissioner	
Barb Sullivan , Commissioner	
Rick Webster , Commissioner	
Lisa Wollum , Commissioner (attended via Zoom)	

ABSENT: None.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT:

- None.

IV. CONSIDERATION OF AGENDA:

- None.

V. APPROVAL OF PAST MINUTES:

MOTION: *The Chair asked if there were any corrections or amendments to the December 17, 2025, Special Meeting minutes. Hearing none, the Chair declared the minutes approved as presented.*

VI. CORRESPONDENCE:

- None.

VII. STANDING AGENDA:

1. Warrants:

**SHORELINE FIRE DEPARTMENT REGIONAL FIRE AUTHORITY
VOUCHER COVER SHEET**

First Board Meeting
JANUARY 8, 2026

TYPE OF TRANSACTION	INVOICE NUMBER	DISBURSEMENT AMOUNT	RELEASE DATE
RFA EXPENSE FUND: 10-064-0010			
Vendor Voucher(s)	251218001	2,995.36	12/29/25
Vendor Voucher(s)	251216001 - 251216031	387,956.80	12/29/25
Payroll Vouchers	123025A - 123025K	289,001.03	12/29/25
ACH Payment Request - Payroll Direct Deposit	ACH	2,020,704.07	12/26/25
ACH Payment Request - Payroll Taxes	ACH	649,859.61	12/28/25
ACH Payment Request - HRA/VEBA	ACH	61,548.65	12/30/25
ACH Payment Request - ALERUS (457 Plan)	ACH	179,824.47	12/30/25
ACH Payment Request - WA DCP	ACH	86,544.23	12/30/25
ACH Payment Request - Dept. of Retirement Systems	ACH	427,681.68	12/30/25
ACH Payment Request - IAFF Local 1760 (Union Dues)	ACH	37,740.77	12/30/25
ACH Payment Request - DSHS	ACH	4,984.38	12/30/25
Payroll Voucher	11426A - 11426B	22,284.39	1/14/26
ACH Payment Request - Payroll Direct Deposit	ACH	130,174.04	1/13/26
Payroll - Taxes	ACH	19,181.93	1/14/26
Dept of Retirement Systems	ACH	21,365.89	1/29/26

\$ 4,341,847.30

RFA ALS EXPENSE FUND: 10-064-6080			
Vendor Voucher(s)	251215001 - 251215010	146,684.39	12/29/25
Payroll Vouchers	ALS123025A - ALS123025L	83,861.83	12/29/25
ACH Payment Request - Payroll Direct Deposit	ACH	537,696.51	12/26/25
ACH Payment Request - Payroll Taxes	ACH	198,004.89	12/28/25
ACH Payment Request - Payroll Taxes	ACH	2.07	12/30/25
ACH Payment Request - HRA/VEBA	ACH	13,483.26	12/30/25
ACH Payment Request - ALERUS (457 Plan)	ACH	66,883.83	12/30/25
ACH Payment Request - WA DCP	ACH	22,909.40	12/30/25
ACH Payment Request - Dept. of Retirement Systems	ACH	125,483.33	12/30/25
ACH Payment Request - IAFF Local 1760 (Union Dues)	ACH	9,921.37	12/30/25
ACH Payment Request - DSHS	ACH	2,069.00	12/30/25
Payroll Voucher	ALS11426A - ALS11426B	4,474.39	1/14/26
ACH Payment Request - Payroll Direct Deposit	ACH	88,139.46	1/13/26
Payroll - Taxes	ACH	16,936.60	1/14/26
Dept of Retirement Systems	ACH	15,728.42	1/29/26

\$ 1,332,278.75

RFA ALS CAPITAL FUND: 10-064-6060			
Vendor Voucher(s)	251211001	15,469.72	12/29/25

\$ 15,469.72

RFA MIH EXPENSE FUND: 10-064-6070			
Vendor Voucher(s)		No Activity	

\$ -

RFA CAPITAL FUND: 10-064-3010			
Vendor Voucher(s)	251217001	1,463.65	12/29/25
Vendor Voucher(s)	251213001 - 251213005	38,853.15	12/29/25

\$ 40,316.80

RFA NKCTC FUND: 10-064-0100			
Vendor Voucher(s)	251214001 - 251214003	49,095.50	12/29/25
Vendor Voucher(s)			

\$ 49,095.50

RFA FIRE BENEFIT FEE: 10-064-0030			
Vendor Voucher(s)		No Activity	

\$ -

RFA BENEFITS FUND: 10-064-6050			
Vendor Voucher(s)	251212001 - 251212002	14,415.98	12/29/25

\$ 14,415.98

RFA DONATION FUND: 10-064-6030			
Vendor Voucher(s)		No Activity	

\$ -

RFA RESERVE FUND: 10-064-6010			
Vendor Voucher(s)		No Activity	

\$ -

MOTION

Move to accept disbursements in the amount of :

\$ 5,793,424.05

MOTION: *Commissioner Harris moved, and Commissioner Webster seconded a motion to accept the disbursements for \$5,793,424.05 per the detail above. The motion passed; ten ayes.*

2. Commissioners' Report:

- Commissioner Adman will meet with the Department's Deputy Chief Matt Hochstein to discuss energy conservation and the potential formation of a Department committee to address this topic.

3. Financial Report

- The November 2025 Financial Summary Report will be provided at the January 22 Board meeting.

4. Statistics Report:

- No report.

5. Strategic Activity Report:

- The Department is working to develop a comprehensive life-cycle plan for all Department apparatus. Chief Cowan provided a brief update on the process and associated needs.

6. RFA Activity Reports:

- **Chief Cowan** provided a written RFA activity report, which is attached and incorporated by reference.
 - The Department received official notification from Public Employment Relations Commission (PERC) confirming agreement on the Union's request for the Department's administrative staff to join the non-uniform group. Negotiations for the non-uniform collective bargaining agreement will begin soon.
 - Commissioner Heivilin requested an update on public records requests. Chief Cowan noted that the Department has received a substantial volume of requests.
- **Deputy Chief Hochstein** provided a written RFA activity report, which is attached and incorporated by reference.

VIII. OLD BUSINESS:

- None.

IX. NEW BUSINESS:

- None.

X. PROJECTED AGENDA:

- Commissioner Byers will attend the January 22 meeting via Zoom or will have an excused absence.
- Washington Fire Commissioners Association Legislative Day is scheduled for January 29.
- The King County Fire Commissioners 101 class will be held virtually on January 17 from 9:00 a.m. to 1:00 p.m.
- The Board discussed potential dates for a special joint meeting with the North City Water District.
- The Board discussed the potential rescheduling or cancellation of the March 5 regular Board meeting.
- Commissioner Fischer will attend the February 18 meeting via Zoom or will have an excused absence.

XI. EXECUTIVE SESSION:

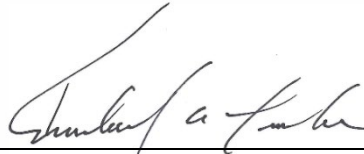
- None.

The Governing Board adjourned the regular meeting at 5:59 p.m.

Minutes prepared by: Beatriz Goldsmith



Bouphe K. Siharath
Secretary to the Governing Board



Kimberly A. Fischer, Chair



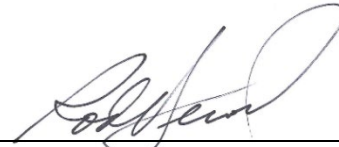
Eric Adman, Vice-Chair



Tyler Byers, Commissioner



David M. Harris, Commissioner



Rod Heivilin, Commissioner



Rick Nye, Commissioner



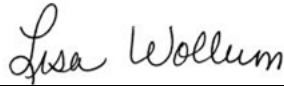
Josh Pratt, Commissioner



Barb Sullivan, Commissioner



Rick Webster, Commissioner



Lisa Wollum, Commissioner