



## SHORELINE FIRE DEPARTMENT (RFA) GOVERNING BOARD MEETING

### SHORELINE FIRE DEPARTMENT (RFA) REGULAR MEETING MINUTES February 5, 2026

Chair Fischer called the regular meeting of the Shoreline Regional Fire Authority (RFA) Governing Board to order at 5:30 p.m. on February 5, 2026, at Station 61, 17525 Aurora Ave. N. Shoreline, WA 98133. Chair Fischer read into record Commissioners Nye and Wollum excused absence.

**PRESENT:**

<b>Kimberly Fischer</b> , Chair	<b>Andres Orams</b> , Deputy Chief (DC)
<b>Eric Adman</b> , Vice-Chair	<b>Matt Hochstein</b> , Deputy Chief (DC)
<b>Tyler Byers</b> , Commissioner (attend via Zoom)	
<b>David Harris</b> , Commissioner	
<b>Rod Heivilin</b> , Commissioner	
<b>Josh Pratt</b> , Commissioner	
<b>Barb Sullivan</b> , Commissioner	
<b>Rick Webster</b> , Commissioner	

**ABSENT:**

- Lisa Wollum, Commissioner
- Rick Nye, Commissioner

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. PUBLIC COMMENT:**

- None.

**IV. CONSIDERATION OF AGENDA:**

- DC Orams added under new business LION TotalCare for potential sole source contract.

**V. APPROVAL OF PAST MINUTES:**

**MOTION:** *The Chair asked if there were any corrections or amendments to the January 22, 2026 Regular 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  
FEBRUARY 5, 2026**

TYPE OF TRANSACTION	INVOICE NUMBER	DISBURSEMENT AMOUNT	RELEASE DATE
<b>RFA EXPENSE FUND: 10-064-0010</b>			
Vendor Voucher(s)	260121001 - 260121030	68,080.03	1/28/26
Payroll Vouchers	12826A - 12826Q	255,758.34	1/28/26
ACH Payment Request - Payroll Direct Deposit	ACH	1,441,851.70	1/27/26
ACH Payment Request - Payroll Taxes	ACH	408,199.97	1/28/26
ACH Payment Request - HRA/VEBA	ACH	82,015.33	1/29/26
ACH Payment Request - ALERUS (457 Plan)	ACH	218,311.95	1/29/26
ACH Payment Request - WA DCP	ACH	65,347.20	1/29/26
ACH Payment Request - Dept. of Retirement Systems	ACH	299,721.32	1/29/26
ACH Payment Request - IAFF Local 1760 (Union Dues)	ACH	28,407.09	1/29/26
ACH Payment Request - DSHS	ACH	4,984.38	1/29/26
Payroll Voucher	21726A-21726B	23,660.80	2/11/26
ACH Payment Request - Payroll Direct Deposit	ACH	111,030.90	2/12/26
Payroll - Taxes	ACH	13,928.09	2/13/26
Dept of Retirement Systems	ACH	18,009.54	2/26/26

**\$ 3,039,306.64**

<b>RFA ALS EXPENSE FUND: 10-064-6080</b>			
Vendor Voucher(s)	260117001 - 260117002	2,118.03	1/28/26
Payroll Vouchers	ALS12826A - ALS12826G	37,107.83	1/28/26
ACH Payment Request - Payroll Direct Deposit	ACH	391,495.78	1/27/26
ACH Payment Request - Payroll Taxes	ACH	118,071.88	1/28/26
ACH Payment Request - HRA/VEBA	ACH	19,699.92	1/29/26
ACH Payment Request - ALERUS (457 Plan)	ACH	59,122.52	1/29/26
ACH Payment Request - WA DCP	ACH	24,405.25	1/29/26
ACH Payment Request - Dept. of Retirement Systems	ACH	88,154.72	1/29/26
ACH Payment Request - IAFF Local 1760 (Union Dues)	ACH	7,017.72	1/29/26
ACH Payment Request - DSHS	ACH	2,069.00	1/29/26
Payroll Voucher	ALS21726A-ALS21726B	6,480.50	2/11/26
ACH Payment Request - Payroll Direct Deposit	ACH	115,174.06	2/12/26
Payroll - Taxes	ACH	19,526.57	2/13/26
Dept of Retirement Systems	ACH	20,176.72	2/26/26

**\$ 910,620.50**

<b>RFA ALS CAPITAL FUND: 10-064-6060</b>			
Vendor Voucher(s)	260116001	483.14	1/28/26

**\$ 483.14**

<b>RFA MIH EXPENSE FUND: 10-064-6070</b>			
Vendor Voucher(s)	260120001	196,633.21	1/28/26

**\$ 196,633.21**

<b>RFA CAPITAL FUND: 10-0643-010</b>			
Vendor Voucher(s)	260119001	121,924.66	1/28/26

**\$ 121,924.66**

<b>RFA NKCTC FUND: 10-064-0100</b>			
Vendor Voucher(s)		No Activity	

**\$ -**

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

**\$ -**

<b>RFA BENEFITS FUND: 10-064-6050</b>			
Vendor Voucher(s)	260118001 - 260118003	20,027.12	1/28/26

**\$ 20,027.12**

<b>RFA DONATION FUND: 10-064-6030</b>			
Vendor Voucher(s)		No Activity	

**\$ -**

<b>RFA RESERVE FUND: 10-064-6010</b>			
Vendor Voucher(s)		No Activity	

**\$ -**

**MOTION**

Move to accept disbursements in the amount of :

**\$ 4,288,995.27**

**MOTION:** Commissioner Heivilin moved, and Commissioner Sullivan seconded a motion to accept the disbursements for \$4,288,995.27 per the detail above. The motion passed; ten ayes.

**2. Commissioners' Report:**

- None.

**3. Financial Report**

- None.

#### 4. Statistics Report:

- The Statistics Report was tabled and will be presented at a future Governing Board meeting.

#### 5. Strategic Activity Report:

- No Update.

#### 6. RFA Activity Reports:

- **Chief Cowan** provided a written RFA activity report, which is attached and incorporated by reference.
  - Commissioner Pratt requested an update regarding relationships with the City of Bothell and any related discussions.
    - Commissioner Fischer requested that no specific number of potential City Council representatives be referenced at this time, noting that Board composition would ultimately be a Governing Board decision.
    - Commissioner Adman requested that this topic be added to the agenda for the next meeting. Commissioner Fischer noted that discussion of the governance structure would be appropriate once it is determined how the City of Bothell intends to proceed.
    - Commissioner Fischer further suggested that the Board could consider setting up a Special Meeting and inviting representatives from the City of Bothell to attend.
- **Deputy Chief Hochstein** provided a written RFA activity report, which is attached and incorporated by reference.
  - DC Hochstein provided an update on the HVAC generator project, noting a minor delay; however, the project remains on track for completion by the end of February.
  - DC Hochstein reported that the Department's new Facilities Manager and Facilities Technician began employment this week.
  - Commissioner Heivilin requested an update regarding landscape services. DC Hochstein reported that the Department ended its contract with the external landscape company effective 2025 and will transition landscape services to be performed internally. He further clarified that the trailer referenced in his report is designated for facilities use.
- **Deputy Chief Orams** provided a written RFA activity report, which is attached and incorporated by reference
  - DC Orams provided an update regarding the 20-year apparatus replacement planning and potential adjustments to lifecycle timelines, including consideration of shortening replacement intervals for certain assets.

#### VIII. OLD BUSINESS:

- **Climate Action Plan Discussion:**
  - Commissioner Adman suggested representation for the climate action plan committee from Firefighters, facilities and fleet personnel, and other line staff.
    - Commissioner Fischer recommended convening an initial meeting to determine scope and identify any additional participants as appropriate. DC Hochstein indicated he is willing to represent Support Services in place of DC Orams.

- Commissioner Adman will coordinate and schedule an initial meeting to discuss scope and next steps.

**IX. NEW BUSINESS:**

- **LION TotalCare for potential sole source contract:**
  - DC Orams provided an update regarding the proposed sole source contract with LION TotalCare related to turnout gear maintenance and compliance requirements.
    - DC Orams reported that a newly adopted NFPA standard requires annual comprehensive testing of turnout gear. The Department does not currently have qualified personnel to complete the required testing. Two compliance options were presented:
      - Develop internal capability, including certification of personnel and acquisition of necessary equipment; or
      - Outsource testing, cleaning, inspection, and repair services to a qualified provider.
    - Commissioner Adman requested research to determine whether the Department could perform the required services internally at the same or lower cost.
    - DC Orams will follow up with the following Board questions:
      - What is the cost to certify Department personnel to perform the required testing?
      - What is the effective/adoption date of the NFPA standard, and is there a grace period?
      - What are comparable agencies, such as Kirkland, paying for similar services?

**X. PROJECTED AGENDA:**

- The February 19 RFA Governing Board meeting has been rescheduled to February 26. The February 19 Northshore Fire District meeting has been cancelled.
- Commissioner Webster will attend the March 19 meeting virtually.
- The regularly scheduled RFA Governing Board meeting on March 5 has been cancelled. The Fire Benefit Charge Appeal Hearing has been rescheduled to the March 19 RFA Governing Board meeting.
- A Joint Shoreline Fire Department RFA and North City Water District Special Meeting is scheduled for March 12 at 5:30 p.m.
- The Department’s Annual Appreciation Banquet will be held on May 16 at Cromwell Park.

**XI. EXECUTIVE SESSION:**

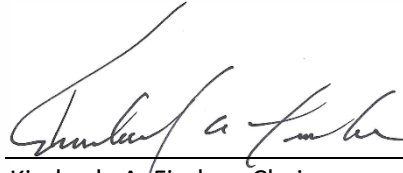
- None.

The Governing Board adjourned the regular meeting at 6:06 p.m.

Minutes prepared by: Beatriz Goldsmith




Bouphe K. Siharath  
Secretary to the Governing Board



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Kimberly A. Fischer, Chair



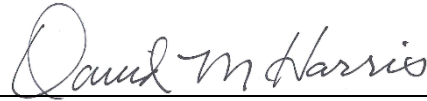
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Eric Adman, Vice-Chair



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Tyler Byers, Commissioner



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David M. Harris, Commissioner



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Rod Heivilin, Commissioner



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Rick Nye, Commissioner



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Josh Pratt, Commissioner



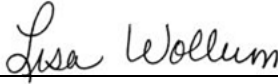
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Barb Sullivan, Commissioner



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Rick Webster, Commissioner



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Lisa Wollum, Commissioner