



SHORELINE FIRE DEPARTMENT (RFA) GOVERNING BOARD MEETING

SHORELINE FIRE DEPARTMENT (RFA) REGULAR MEETING MINUTES May 21, 2026

Chair Fischer called the regular meeting of the Shoreline Regional Fire Authority (RFA) Governing Board to order at 5:30 p.m. on May 21, 2026, at Station 61, 17525 Aurora Ave. N. Shoreline, WA. 98133. Chair Fischer read into record the absence of Commissioner Pratt.

PRESENT:

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

ABSENT:

Josh Pratt, Commissioner

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT:

- No public comment was received.

IV. CONSIDERATION OF AGENDA:

- No changes were made to the agenda.

V. APPROVAL OF PAST MINUTES:

- **MOTION:** *The Chair asked if there were any corrections or amendments to the May 7, 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**

Second Board Meeting
MAY 21, 2026

TYPE OF TRANSACTION	INVOICE NUMBER	DISBURSEMENT AMOUNT	RELEASE DATE
RFA EXPENSE FUND: 10-064-0010			
Vendor Voucher(s)	260411001 - 260511034	377,467.85	5/13/26
Vendor Voucher(s)	260516001 - 260516040	78,314.62	5/20/26
Payroll Vouchers		will be included in next reporting	
ACH Payment Request - Payroll Direct Deposit		will be included in next reporting	
ACH Payment Request - HRA/VEBA		will be included in next reporting	
ACH Payment Request - ALERUS (457 Plan)		will be included in next reporting	
ACH Payment Request - WA DCP		will be included in next reporting	
ACH Payment Request - IAFF Local 1760 (Union Dues)		will be included in next reporting	
ACH Payment Request - Dept. of Retirement Systems		will be included in next reporting	
ACH Payment Request - DSHS		will be included in next reporting	
ACH Payment Request - Payroll Taxes		will be included in next reporting	

\$ 455,782.47

RFA ALS EXPENSE FUND: 10-064-6080			
Vendor Voucher(s)	260506001 - 260506008	76,152.38	5/13/26
Vendor Voucher(s)	260512001 - 260512008	6,351.28	5/20/26
Payroll Vouchers		will be included in next reporting	
ACH Payment Request - Payroll Direct Deposit		will be included in next reporting	
ACH Payment Request - HRA/VEBA		will be included in next reporting	
ACH Payment Request - ALERUS (457 Plan)		will be included in next reporting	
ACH Payment Request - WA DCP		will be included in next reporting	
ACH Payment Request - IAFF Local 1760 (Union Dues)		will be included in next reporting	
ACH Payment Request - Dept. of Retirement Systems		will be included in next reporting	
ACH Payment Request - Payroll Taxes		will be included in next reporting	

\$ 82,503.66

RFA ALS CAPITAL FUND: 10-064-6060			
Vendor Voucher(s)		No Activity	

\$ -

RFA MIH EXPENSE FUND: 10-064-6070			
Vendor Voucher(s)	260509001	5,584.36	5/13/26

\$ 5,584.36

RFA CAPITAL FUND: 10-0643-010			
Vendor Voucher(s)	260508001 - 260508005	422,036.57	5/13/26
Vendor Voucher(s)	260513001 - 260513005	50,289.63	5/20/26

\$ 472,326.20

RFA NKCTC FUND: 10-064-0100			
Vendor Voucher(s)	260510001	5,000.00	5/13/26
Vendor Voucher(s)	260514001 - 260514002	3,672.81	5/20/26

\$ 8,672.81

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

\$ -

RFA BENEFITS FUND: 10-064-6050			
Vendor Voucher(s)	260507001 - 260507002	5,160.80	5/13/26
Vendor Voucher(s)	260515001	9,306.83	5/20/26

\$ 14,467.63

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 :

\$ 1,039,337.13

MOTION: Commissioner Heivilin moved, and Commissioner Sullivan seconded a motion to accept the disbursements for \$1,039,337.13 per the detail above. The motion passed; nine ayes.

2. Commissioners' Report:

- None.

3. Financial Report

- The April 2026 Financial Summary Report will be provided at the June 11 Board meeting.

4. Statistics Report:

- None.

5. Strategic Activity Report:

- None.

6. RFA Activity Reports:

- **Chief Cowan** provided a written RFA activity report, which is attached and incorporated by reference.
 - Reported on regional coordination efforts related to the upcoming FIFA World Cup, including briefings with Seattle emergency management and security personnel.
 - Noted that approximately 10 days prior to events, the Seattle Fire Department anticipates seeking assistance to fill operational positions that cannot be staffed internally, and that the Department anticipates committing up to two medic personnel to assist with regional operations.
- **DC Hochstein** provided a written RFA activity report, which is attached and incorporated by reference.
 - Reported on ongoing stormwater vault inspections and efforts to incorporate the work into the Department's preventative maintenance program.
 - Station 63 is scheduled for a stormwater vault inspection in the coming month, and the Department is evaluating whether preventative maintenance work should be completed prior to the inspection.
 - Discussed the Department's participation in the State of Washington Clean Buildings Initiative requirements related to certain commercial buildings.
 - Stations 61 and 51 are classified as Tier 2 buildings under the program, and required compliance documentation must be submitted to the state by July 2027 to avoid potential penalties
 - Facilities staff are participating in training and evaluating program requirements to determine potential operational, facility, and budget impacts related to compliance efforts.
 - Reported on ongoing work related to the Department's new pumper apparatus, including completion of internal equipment upfitting and training preparations.
 - Multiple punch-list items identified during final inspection remain under review and correction by the apparatus dealer and manufacturer, resulting in delays placing the apparatus into service.
 - Remaining issues primarily involve hose bed divider components, and the Department continues coordinating with the vendor to complete repairs and finalize apparatus readiness for service.
 - The Department's new ladder apparatus is performing well and is scheduled to return to Pierce Manufacturing in September for heavy-duty service work.
 - Discussion followed regarding ongoing delays associated with punch-list corrections, including concerns related to manufacturer completion and vendor repair timelines prior to apparatus delivery.
 - The Department will evaluate the experience and procurement process as part of future apparatus purchasing considerations.
- **Andres Orams** provided a written RFA activity report, which is attached and incorporated by reference.

VIII. OLD BUSINESS:

- **Potential of Bothell Joining the Regional Fire Authority (RFA):**

- Chief Cowan provided an update regarding ongoing discussions with the City of Bothell concerning the potential RFA integration process.
 - Discussions have included governance structure, timelines, taxpayer impacts, LEOFF 1 liabilities, and representation on the RFA Governing Board.
 - The Governing Board reviewed governance structure options for future RFA Board representation, including 5-5-3, 5-5-5, and 3-3-3 composition models, possible reductions through attrition, voter approval requirements related to elected commissioner positions, and ballot measure timelines.
 - Commissioner Adman expressed interest in moving toward a 3-3-3 governing model structure.
 - Chair Fischer requested additional research regarding governance structure options, including review by Commissioner Nye prior to further Board discussion.
 - The Governing Board has decided to schedule a special meeting on Wednesday, May 27, 2026, at 5:30 p.m. at Station 61 to further discuss future RFA governance options.

IX. NEW BUSINESS:

X. PROJECTED AGENDA:

- Commissioner Byers is expected to attend the June 25 and July 23 meetings virtually or be excused from attendance.
- The North King County Training Consortium Graduation is scheduled for May 22.
- The Governing Board decided to schedule a special meeting for Wednesday, May 27, 2026, at 5:30 p.m. at Station 61.
- The Washington Fire Commissioners Association Annual Seminar is scheduled for June 4, 2026, in Chelan.
- The Shoreline Fire Department Annual Open House Pancake Breakfast will be held at Station 51 on June 13, 2026.

XI. EXECUTIVE SESSION:

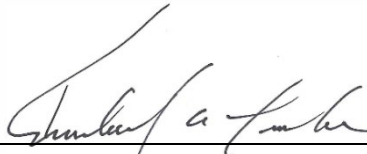
- None.

The Governing Board adjourned the regular meeting at 6:51 p.m.

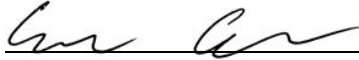
Minutes prepared by: Beatriz Goldsmith



Bouphe K. Siharath
Secretary to the Governing Board



Kimberly A. Fischer, Chair



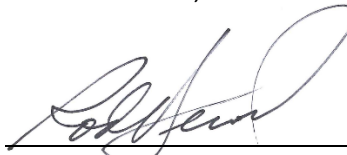
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