



# KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181<sup>st</sup> Street  
KENMORE, WA 98028

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

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## MINUTES

June 7, 2022

### **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

Chair Josh Pratt 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 Chief Matt Cowan, Legal Counsel Matt Paxton, Board Secretary Amy Oakley, and 2 members of the public.

#### **II. PUBLIC COMMENT**

2.1 The Board heard comments from Lake Forest Park resident, Mike Dee.

#### **III. APPROVAL OF THE AGENDA**

3.1 *Commissioner Webster moved to adopt the agenda as presented. Commissioner Wollum seconded. The motion passed unanimously.*

#### **IV. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS**

4.1 Conversation with IAFF, Local 1760

- o No comment.

4.2 Update Contract for Services with Shoreline Fire Department

- o Chief Cowan updated the Board on progress made to date regarding budget impact fees and staffing.
- o The Chief will be meet with Northshore administrative staff on Thursday.
- o Chief Cowan and Commissioner Webster met to discuss the Board budget.
- o Chief Cowan provided an update of the Blending Committee.
- o Chief Cowan updated the Board on the status of bringing Aid 157 car into service on July 1<sup>st</sup>, 2022.

4.3 Subcommittee on Administrative Tasks Not Covered under the Contract for Services

- o Commissioner Webster and Chief Cowan updated the Board on the progress made to create a Northshore Board of Commissioners budget.

4.4 Discussion on Fire Chief's report expectations

- The Board and Chief Cowan discussed the content and format of the Fire Chief's report
- 4.5 Non-Profit Property Tax Exempt Properties Data Collection Request
- Chief Cowan and the Board discussed the data collection request from the King County Fire Commissioners Association.

**V. BOARD RESOLUTIONS**

- 5.1 None

**VI. CONSENT AGENDA**

- 6.1 Vouchers
- The General Fund Vouchers totaled \$ 134,661.00
  - The Reserve Fund Vouchers totaled \$ 11,979.51
- 6.2 Commissioner Compensation
- 6.3 Meeting Minutes: 5/17

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

**VII. REPORTS**

7.1 Fire Chief Report

- Chief Cowan updated the Board on the status of the Training Consortium through the remainder of 2022.
- Chief Cowan updated the Board on the status of construction at Bothell Station 42 and use of King County EMS funds to house Shoreline EMS.
- Chief Cowan updated the Board on the Pulse Point app. The app notifies individuals of nearby cardiac events.
- Chief Cowan updated the Board on updates to the website regarding the June 1<sup>st</sup> Contract for Services implementation.

7.2 Commissioner Reports

- Commissioner Pratt allowed Kenmore resident, Stacey Valenzuela to provide public comments.
- Chief Cowan updated the Board on the water craft rescue (Sea-Doo) use.
- Commissioner Adman addressed the Board with comments relating to the name and branding of Northshore Fire Department on the website.
- Commissioner Adman and the Board discussed holding joint Board meeting with Shoreline Board of Commissioners twice yearly and as needed.
- Commissioner Adman clarified his appointment term will be through December 31, 2023.
- Commissioner Wollum plans to attend the WFCOA October 2022 Annual Conference in Spokane, WA.

7.3 Legal Counsel Reports

- Matt Paxton updated the Board on updates to the Open Public Meeting Act.
- Chief Cowan updated the Board discussed increases to LEOFF II retirement benefit, and possible impacts to retirements.

**VIII. UPCOMING BOARD AGENDAS**

8.1 Setting of Future Meeting Agenda(s)

In addition to the standard items, the June 21<sup>st</sup> agenda will include, an update from the subcommittee of administrative activities not cover under the ILA, an update on Non-Profit Property Tax Exempt Properties Data Collection Request, discussion on the Training Consortium.

**ADJOURNMENT**

The meeting adjourned at 6:16PM

**NEXT MEETING DATE**

The next regular Board of Commissioners meeting is scheduled for June 21, 2022, at 5:00PM.

Attachments: Agenda, Vouchers, Commissioner Compensation, Meeting Minutes: 5/17, and Chiefs Report.

**BOARD OF COMMISSIONERS**

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**ERIC ADMAN**, Member



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**JOSH PRATT**, Member



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**TYLER BYERS**, Member



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**RICK WEBSTER**, Member



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**LISA WOLLUM**, Member

**ATTEST**

Amy Oakley \_\_\_\_\_

**Amy Oakley**, Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners on June 21st, 2022



## Northshore Fire Department Board of Commissioners

Headquarters Station 7220 NE 181<sup>st</sup> Street, Kenmore, WA

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### Northshore Fire Department Board of Commissioners

#### Regular Meeting Agenda

Tuesday, June 7, 2022

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=dW1uWDFpNldpZlZSSU1ZYy9LSXVQQT09>

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 Conversation with IAFF, Local 1760

4.2 Update Contract for Services with Shoreline Fire Department

4.3 Subcommittee on Administrative Tasks Not Covered under Contract for Services

4.4 Discussion on Fire Chief's report expectations

4.5 Non-Profit Property Tax Exempt Properties Data Collection Request

**V. Board Resolutions**



None

**VI. Consent Agenda**

- 6.1 Vouchers
- 6.2 Commissioner Compensation
- 6.3 Meeting Minutes: 5/17

**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: Tuesday, June 21<sup>st</sup>, 2022 at 5:00 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](mailto: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](mailto:boardsecretary@northshorefire.com).

# WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 18:12:16 Date: 06/03/2022

06/15/2022 To: 06/15/2022

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
965	06/15/2022	Claims	1	0	ARAMARK UNIFORM SERVICES	16.52	Lobby Mats
966	06/15/2022	Claims	1	0	CHMELIK SITKIN & DAVIS PS	2,654.00	Legal Fees - Public Records Request
967	06/15/2022	Claims	1	0	CHMELIK SITKIN & DAVIS PS	3,378.00	Legal Fees - Consolidation
968	06/15/2022	Claims	1	0	CHMELIK SITKIN & DAVIS PS	840.00	Legal Fees - Employment
969	06/15/2022	Claims	1	0	CHMELIK SITKIN & DAVIS PS	1,800.53	Legal Fees - General Business
970	06/15/2022	Claims	1	0	CITY OF LAKE FOREST PARK	281.53	Acct #005377-000; St 57 - Sewer
971	06/15/2022	Claims	1	0	ECMS ENSEMBLE CARE MAINTENANCE SERVICE	278.71	bunker gear repair - Creger-Zier
972	06/15/2022	Claims	1	0	ECMS ENSEMBLE CARE MAINTENANCE SERVICE	171.05	bunker gear repair - Kroon
995	06/15/2022	Claims	1	0	ETHAN J SHARP	80.98	Reimbursement - Parts for Engine Repair after Accident
973	06/15/2022	Claims	1	0	FINISHING TOUCHES LANDSCAPING	18,127.73	Landscaping - St 57
974	06/15/2022	Claims	1	0	FISHERIES SUPPLY	194.70	Inflatable PFDs
975	06/15/2022	Claims	1	0	FROULA ALARM SYSTEMS, INC	1,257.29	Alarm Service Call - St 51
993	06/15/2022	Claims	1	0	JOHN T ROSS	250.00	Reimbursment - Echelon Front - Roll Call Seattle Registration
1003	06/15/2022	Claims	1	0	KATHRINE J WALSH	44.42	Reimbursement - Postage for Retiree benefit change
976	06/15/2022	Claims	1	0	KING COUNTY FINANCE	1,867.00	May 2022 - I-Net
1010	06/15/2022	Payroll	1	0	KING COUNTY FIRE DISTRICT #16	5,634.64	Pay Cycle(s) 05/31/2022 To 05/31/2022 - LTD; Pay Cycle(s) 05/31/2022 To 05/31/2022 - MEDICAL; Pay Cycle(s) 05/31/2022 To 05/31/2022 - SUPPLIFE
977	06/15/2022	Claims	1	0	KROESEN'S, INC.	696.05	Uniforms - Carrasquillo and Petro
978	06/15/2022	Claims	1	0	KROESEN'S, INC.	207.54	Hochstein Boots
979	06/15/2022	Claims	1	0	L. N. CURTIS & SONS	84.23	Ross - LT Helmet Shield
980	06/15/2022	Claims	1	0	LIFE ASSIST	68.23	Tourniquet
981	06/15/2022	Claims	1	0	LIFE ASSIST	45.56	Tourniquet
982	06/15/2022	Claims	1	0	LINDE GAS & EQUIPMENT INC.	36.61	Oxygen - St 51
983	06/15/2022	Claims	1	0	NATURAL CONCEPT LANDSCAPE	515.63	Landscaping - St 51
984	06/15/2022	Claims	1	0	NORCOM	53,145.67	3rd Quarter 2022
985	06/15/2022	Claims	1	0	NORTH CITY WATER DISTRICT	56.76	Acct 022432-000; St 57 - Fire Line 4
986	06/15/2022	Claims	1	0	NORTH CITY WATER DISTRICT	533.52	Acct 011756-000; St 57 - Water
987	06/15/2022	Claims	1	0	NORTHSHORE UTILITY DISTRICT (NUD)	922.53	Meter 316752 - St 51
988	06/15/2022	Claims	1	0	NORTHSHORE UTILITY DISTRICT (NUD)	727.13	Meter 318016 - Training
989	06/15/2022	Claims	1	0	NORTHSHORE UTILITY DISTRICT (NUD)	145.33	Meter 318008 - Irrigation
990	06/15/2022	Claims	1	0	PACIFIC OFFICE AUTOMATION	214.70	Copier Lease
991	06/15/2022	Claims	1	0	PUGET SOUND ENERGY	4,015.39	Acct #200019536453 - St 51 Electric/Gas
992	06/15/2022	Claims	1	0	PUGET SOUND ENERGY	470.14	Acct #200020658783; St 57 - Gas
994	06/15/2022	Claims	1	0	SEATTLE CITY LIGHT	1,318.67	Acct #9969310000; St 57 Electric Bill
996	06/15/2022	Claims	1	0	SHORELINE FIRE DEPARTMENT	7,340.76	Recruit Academy - 2022-1
997	06/15/2022	Claims	1	0	SHORELINE FIRE DEPARTMENT	1,500.00	2022 Appreciation banquet - rental and meal cost share
998	06/15/2022	Claims	1	0	STAPLES	282.43	Office Supplies
999	06/15/2022	Claims	1	0	STERICYCLE	20.72	Bio hazard disposal
1000	06/15/2022	Claims	1	0	TITAN ELECTRIC	1,500.00	30 Day Load Study - Drill Grounds St 51
1001	06/15/2022	Claims	1	0	US BANK	11,837.25	Credit Card Charges - May 2022



# WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 18:12:16 Date: 06/03/2022

06/15/2022 To: 06/15/2022

Page: 2

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
1002	06/15/2022	Claims	1	0	VERIZON WIRELESS	46.14	Phones - Suppression Cell Phones (backup phones)
1004	06/15/2022	Claims	1	0	WALTER E NELSON CO OF WESTERN WA	726.66	Janitorial Supplies
1005	06/15/2022	Claims	1	0	WALTER E NELSON CO OF WESTERN WA	2,168.39	Janitorial Supplies
1006	06/15/2022	Claims	1	0	WALTER E NELSON CO OF WESTERN WA	95.12	Janitorial Supplies
1011	06/15/2022	Payroll	1	0	WASHINGTON NATIONAL INS CO	30.60	Pay Cycle(s) 05/13/2022 To 05/13/2022 - CONSECO
1007	06/15/2022	Claims	1	0	WESTLAKE HARDWARE	100.63	Station 57 Maintenance; Return items from station 57 maintenance not needed; Key Rings
1012	06/15/2022	Payroll	1	0	WSCFF EMPLOYEE BENEFIT	7,800.00	Pay Cycle(s) 05/31/2022 To 05/31/2022 - MERP1
1008	06/15/2022	Claims	1	0	ZIPLY FIBER	919.56	Ethernet Charges
1009	06/15/2022	Claims	1	0	ZIPLY FIBER	211.95	Phones - St 51
001 General Fund 10-016-0010						134,661.00	
						134,661.00	Claims: 121,195.76 Payroll: 13,465.24

# WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 18:11:44 Date: 06/03/2022

06/15/2022 To: 06/15/2022

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
962	06/15/2022	Claims	4	0	ALFRED J BAKER	8,864.99	LEOFF I
963	06/15/2022	Claims	4	0	TOM TAYLOR	725.63	LEOFF I
964	06/15/2022	Claims	4	0	WASHINGTON COUNTIES INSURANCE FUND	2,388.89	June 2022 - LEOFF I
004 Reserve Fund 10-016-6010						11,979.51	
						11,979.51	Claims: 11,979.51



Northshore Fire Department  
Fire Commissioner Request for Compensation

Month: 5	Year: 2022	Name: Rick Webster	
Date	Description of Activity		Hours
5/2/2022	Prep for Board of Commissioners Mtg		2
5/3/2022	Commissioners Mtg		2
5/10/2022	Meeting with Chief Cowan re: NS BofC Budget		2
5/16/2022	Prep for Board of Commissioners Mtg		2
5/17/2022	Commissioners Mtg		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

**6-5-2022**

Date





## KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181<sup>st</sup> Street  
KENMORE, WA 98028

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

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### MINUTES

May 17, 2022

### 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

Chair Josh Pratt called the meeting to order at 5:01 PM.

Persons in attendance were Commissioners Josh Pratt, Tyler Byers, Rick Webster and Lisa Wollum. Also present was Chief Mike Morris, Chief Matt Cowan, Legal Counsel Matt Paxton, Board Secretary Amy Oakley, and 12 members of the public. Commissioner Eric Adman was absent.

#### II. PROMOTIONAL CEREMONY

2.1 Chief Morris provided kind remarks and congratulated BC Burrow, BC Hansson, LT Ross, LT Heilman on their promotions. Families were present to celebrate and to formally pin promotional badges.

#### III. PUBLIC COMMENT

3.1 No public Comment.

#### IV. APPROVAL OF THE AGENDA

4.1 *Commissioner Webster moved to adopt the agenda as presented. Commissioner Byers seconded. The motion passed unanimously.*

#### V. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

5.1 Conversation with IAFF, Local 1760

- o No comment.

5.2 Update Contract for Services with Shoreline Fire Department

- o Chief Cowan updated the Board on progress made in anticipation of the June 1<sup>st</sup> transition date including the creation of an integrated budget, and updates to staffing & schedules handbook.
- o Chief Cowan and Commissioner Webster are meeting next week to address the Northshore Board administrative budget and activities.
- o Chief Morris updated the Board on the status of staffing and integration of services.

- NORCOM is upgrading their systems, and will merge incident and run cards into a single entity on August 1, 2022. This will not affect operations or response time.
  - Chief Cowan discussed Shoreline's process for Rating from 3 to 2, which will benefit commercial properties insurance within the District.
- 5.3 KCFD16 Insurance Discussion
- Commissioner Webster reviewed the insurance documents provided by Chief Morris.
  - Chief Morris will proceed with the Insurance coverage proposal.
- 5.4 Security Camera Presentation
- Zeb Middleton of NORCOM, updated the Board on the proposal for improvements to security cameras at Station 51 and Station 57.
  - The purchase order for door upgrades has been placed. Awaiting shipment of component parts. Additionally, 1 of the 5 purchased servers has been received.
- 5.5 Subcommittee on Administrative Tasks Not Covered Under Contract for Services
- Commissioner Webster and Commissioner Adman will present the Board with an administrative budget at the next meeting.
- 5.6 2021 Annual Report

***Commissioner Webster moved to adopt the 2021 Annual Report for publication as presented. Commissioner Byers seconded. The motion passed unanimously. The approved report will be posted on the Northshore website.***

## **VI. BOARD RESOLUTIONS**

- 6.1 None

## **VII. CONSENT AGENDA**

- 7.1 Vouchers
- The General Fund Vouchers totaled \$ 91,740.49
- 7.2 Commissioner Compensation
- 7.3 Meeting Minutes: 4/18, 4/19, 4/25, 4/28, 5/3

***Commissioner Byers moved to accept the consent agenda as presented. Commissioner Wollum seconded. The motion passed unanimously.***

## **VIII. REPORTS**

- 8.1 Fire Chief Report
- Chief Morris updated the Board on lateral firefighter hiring process. Four offers have been made. Shoreline looking to hire 8-12 recruits for the Fall Academy.
  - Chief Cowan and the Board discussed expectations for the Chief's report going forward. The Board will provide feedback at the next meeting.
- 8.2 Commissioner Reports
- None.
- 8.3 Legal Counsel Reports
- None.

**IX. UPCOMING BOARD AGENDAS**

9.1 Setting of Future Meeting Agenda(s)

In addition to the standard items, the June 7<sup>th</sup> agenda will include, update from the subcommittee of administrative activities not cover under the ILA, and feedback on Chief’s Report expectations.

**X. EXECUTIVE SESSION**

The Board moved into Executive Session at 5:45PM until 6:00PM to discuss with legal counsel representing the agency matters relating to litigation or potential litigation pursuant to RCW 42.30.110(1)(i). The Board extended the Executive Session by 10 minutes to discuss the performance of a public employee pursuant to RCW 42.30.110(1)(g). The Board moved back into open session at 6:10PM.

**ADJOURNMENT**

The meeting adjourned at 6:12PM

**NEXT MEETING DATE**

The next regular Board of Commissioners meeting is scheduled for June 7, 2022, at 5:00PM.

Attachments: Agenda, 2021 Annual Report, Vouchers, Commissioner Compensation, Meeting Minutes: 4/18, 4/19, 4/25, 4/28, 5/3, and Chiefs Report.

**BOARD OF COMMISSIONERS**

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**ERIC ADMAN**, Member

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**JOSH PRATT**, Member

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**TYLER BYERS**, Member

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**RICK WEBSTER**, Member

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**LISA WOLLUM**, Member



**ATTEST**

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**Amy Oakley**, Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners on June 7th, 2022

DRAFT

## **District Activity Highlights**

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

**Succession development.**

- Finished and have communicated scope of work, compensation packages, and job descriptions for administrative positions.
- Defined work schedule expectations and office moves.
- Many meetings and interviews for Company Officer promotions and new Firefighter hiring process.

**Negotiations.**

- Union has approved NUCBA, will be bringing it to Board for approval.
- Union has approved impacts negotiations of ILA, will be bringing it to Board for approval.

**Contract for service with NFD.**

- Reviewed and approved modified 2022 budget to include NFD expenses.
- Prepared the one-time transfer of funds to SFD for remainder of 2022, accrued benefits liability, capital equipment, and PEMB program.
- Prepared a draft BOC budget for review and input.
- Extensive work on integration and focusing on mission critical items for June 1 go-live date, which was successful.
- Starting to homogenize the NFD/SFD apparatus to be as similar as possible. The biggest hurdle is the hose and nozzles configuration, which should be completed by July 1.
- We will combine incident numbers on August 1 assuming NORCOM has completed the Tyler CAD upgrade.

**Staffing**

- Reviewing each payroll adjustment form to ensure all NFD personnel are being treated fairly and appropriately.
- Reviewing vacation blending impacts with each NFD employee to ensure accuracy and for personnel to prepare for the process.
- All personnel are now in Telestaff, but will run parallel with Trex for June to ensure things are running smoothly and accurately.
- June will be the training month for NFD personnel on Telestaff with a July 1 transition.
- June will also be a blending/training month for all personnel to get comfortable with the other's system and culture. This may run into July before there is comfortability and then we will start slowly integrating apparatus staffing. The goals are:

- We want to ensure changes to engines are completed and known to all employees prior to blending staff.
- We want NFD BC's to feel comfortable with Telestaff.
- We want operational policies, directives and culture to be discussed and trained upon prior to blending. This will be an ongoing priority.
- We want the crews to train/drill with each other more extensively.
- The BCs are working daily with each other to get both west and east Battalions up to speed on legacy practices and district familiarization.
- Also working on blending "staffing assignments" between legacy NFD and SFD personnel for different projects.

**Consortium.**

- Attended different meetings on future of NKCTC.
- Developed a plan, which will be to transition Director Wallgren out on August 1, and not fill the vacancy for the remainder of 2022. The savings of this vacancy will be distributed to the partners reflecting the per capita commitment.
- Discussed some changes to fall academy, which begins in late August and will be very full.
- Starting to prepare for 2023 curriculum goals.

**Personnel.**

- Completed the Company Officer promotional process.
- Completed the lateral Firefighter hiring process.
- In the process for new Firefighter hiring.

**Noteworthy Meetings**

- May 23– LMC
  - Continued discussions on impacts of contract.
  - Discussion on overall staffing levels. PFML and disabilities are having significant impacts.
  - Discussed vaccine mandate.
- May 25 – BOC Budget Meeting
  - Met with Commissioner Webster and reviewed items that need to be included in a NFD BOC budget.
- May 31 – Chief Morris Retirement
  - Attended retirement breakfast.
  - Awarded Chief Morris the Chief's challenge coin, number 28.
- June 2 – Pulsepoint Media Event
  - Media event and official roll out of Pulsepoint
- June 2 – Station 42
  - Met with KCEMS and Chief Kroon to ask for funding to assist with the Station 42 construction project.

- This funding would be used to address costs of including ALS areas in new station.
- June 2 – Shoreline School Appreciation Event
  - Attended the event and received, with Div C Todd Wollum, the Community Partnership Award for our vaccination efforts for the region.
- June 7 – Seattle FD Executive Leadership Academy Governing Board meeting
  - Will be attending
- June 9 – Shoreline State of the City
  - Will be attending

Incorporated into the above Board meeting minutes by reference.

**Submitted by:** Chief, Matt Cowan