



# 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

October 4, 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**

Vice Chair Eric Adman called the meeting to order at 5:00 PM.

Persons in attendance were Commissioners Eric Adman, Rick Webster, and Lisa Wollum. Also present was Chief Matt Cowan, Legal Counsel Matt Paxton, Board Secretary Amy Oakley, and 4 members of the public. Commissioner Tyler Byers joined the meeting at 5:30PM and Commissioner Pratt joined the meeting at 5:36PM.

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

##### **2.1 No public comments.**

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

Commissioner Adman proposed moving agenda item 4.1 Approving Policy 4100 to 4.2, deleting current agenda item 4.2 Policy 6200, and adding new item 4.1 Discussion of revised JayMarc quote for Station 51 alerting system.

*Commissioner Adman moved to adopt the agenda as amended. Commissioner Webster seconded. The motion passed unanimously 3-0.*

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

##### **4.1 Alerting System Update (Revised JayMarc Quote)**

- Chief Cowan thanked Zeb Middleton for his diligence in working with JayMarc.
- Zeb Middleton updated the Board on the revised quote for alerting system for Station 51. The revised quote increased \$10,000 to \$75,726.67. The timeline for the work will not change.
- The Board agreed to proceed with the revised quote.

##### **4.2 Approval of Policy 1400**

*Commissioner Wollum moved to accept Policy 1400 as revised. Commissioner Webster seconded. The motion passed unanimously 3-0.*

##### **4.3 Update from the subcommittee of administrative activities not covered under the ILA**

- No update.

- The Board will keep this on the agenda item throughout the 2023 budget process.

#### 4.4 Setting Date for Special Meeting for Public Budget Hearing

- The Board discussed the process and meeting dates for the 2023 budget cycle.
- The Board agreed to have a special meeting on Tuesday, October 18, 2022 at 5:00PM to discuss the Shoreline Fire Department budget and to discuss the Northshore Fire budget.
- The Board agreed to have a joint meeting with the Shoreline Fire Board of Commissioners on Tuesday, October 25, 2022 at 5:00PM, pending approval from the Shoreline BOC.
- The Board agreed to host a public hearing at the regular meeting on Tuesday, November 1<sup>st</sup>, 2022 at 5:00PM to discuss the budget and fire benefit charge.
- If resolutions are not passed at the November 1<sup>st</sup> meeting, the Board will have a special meeting on Tuesday, November 8<sup>th</sup>, 2022 at 5:00PM to pass the budget, tax levy and benefit charge resolutions.
- Board Secretary Oakley will update the website with the new meeting dates and will coordinate with Dawn Killion to provide proper publication notice of the public hearing on November 1<sup>st</sup>, 2022.

#### 4.5 Aid Car 157

- Chief Cowan updated the Board on the number of calls and staffing for Aid Car 157.
- Chief Cowan plans to increase operational hours of Aid Car 165 and Aid Car 157 with the additional staff coming from the Academy.
- Chief Cowan and the Board discussed staffing levels and trying to keep overtime to a minimum, and discussed the impacts of Washington State Paid Family Medical Leave impacts.
- Commissioners Josh Pratt and Tyler Byers joined the meeting via Zoom.

#### 4.6 Agency Integration Successes

- Zeb Middleton shared before and after pictures of the Station 51 server room cleanup (network and firewall).
- Battalion Chief Matt Hochstein updated the Board on feedback on the combined agency including: an update on the Jet Ski and rescue swimmer expansion, coordination and training within the technical rescue teams, timely repairs for facilities and maintenance, communication from the department of local buildings and operations updates. Shoreline FD has welcomed legacy Northshore employees, and complimented Human Resources staff for assistance during the transition. He provided feedback on the opportunities to work in diverse areas of King County and opportunities for personal advancement.
- Fire Fighter Hans Hurn updated the Board with feedback including: responsive HR, benefits packages, training and operating with other crews and equipment, career paths, technical rescue, better equipped to respond to larger technical rescues. Also improvements to the EMS program due to patient transport and communication feedback from hospitals.
- Chief Cowan updated the Board of feedback from his Chief's chats on the agency integration.

## **V. BOARD RESOLUTIONS**

- None

## **VI. CONSENT AGENDA**

### **6.1 Vouchers**

- The General Fund Vouchers totaled \$37,727.08
- The Reserve Fund Vouchers totaled \$69,440.42

### **6.2 Commissioner Compensation**

### **6.3 Meeting Minutes: 9/6/22**

***Commissioner Webster moved to accept the consent agenda as presented. Commissioner Wollum seconded. The motion passed unanimously 5-0.***

## **VII. REPORTS**

### **7.1 Fire Chief Report**

- Chief Cowan will updated the Board monthly on Aid Car 157.
- Chief Cowan updated the Board on a meeting with Seattle Fire Chief and King County leadership regarding the status of the vaccine mandate. At this time King County has not made a final decision on the vaccine mandate. Chief Cowan is waiting for the county to make a decision first.

### **7.2 Commissioner Reports**

- None

### **7.3 Legal Counsel Reports**

- On September 8<sup>th</sup>, Governor Inslee lifted the State of Emergency effective October 31<sup>st</sup>, 2022. Washington State will no longer require vaccine mandate.
- Legal Counsel Paxton recommended that the Board revisit Northshore's 2020 State of Emergency resolution and update as appropriate.

## **VIII. UPCOMING BOARD AGENDAS**

### **8.1 Setting of Future Meeting Agenda(s)**

The Board will have a Special meeting on October 18<sup>th</sup>, 2022 to discuss the vaccine mandate, 2020 COVID State of Emergency resolution discussion, Shoreline budget presentation and discussion, Northshore budget and presentation and discussion. This meeting will be hybrid, on Zoom and in-person at Station 51.

## **ADJOURNMENT**

The meeting adjourned at 6:13PM.

## **NEXT MEETING DATE**

Special Meeting Tuesday, October 18<sup>th</sup>, 2022 at 5:00PM.

The next regular scheduled meeting will be November 1, 2022, at 5:00PM.

Attachments: JayMarc Revised Proposal Summary, Final Proposed edits Policy 1400, Copy of Shift Assignments, Rolling Shift Staffing as of Oct. 1<sup>st</sup>, Server Room Clean-up pictures, Vouchers, Commissioner Compensation, Draft minutes: 9/6, Chiefs Report.

**BOARD OF COMMISSIONERS**



**ERIC ADMAN**, Member



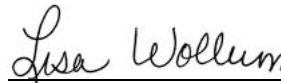
**JOSH PRATT**, Member



**TYLER BYERS**, Member

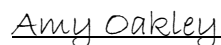


**RICK WEBSTER**, Member



**LISA WOLLUM**, Member

**ATTEST**



**Amy Oakley**, Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners on November 1, 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, October 4, 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=dW1uWDFpNldlPZ1dSSU1ZYy9LSXVQQT09>

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 Alerting System Proposal

4.2 Approval of Revised Policy 1400

4.3 Update from the subcommittee of administrative activities not covered under the ILA

4.4 Setting Date for Special Meeting for Public Budget Hearing

4.5 Aid Car 157

4.6 Agency Integration Successes



**V. Board Resolutions**

5.1 None

**VI. Consent Agenda**

6.1 Vouchers

6.2 Commissioner Compensation

6.3 Meeting Minutes: 9/6/22

**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, November 1<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.

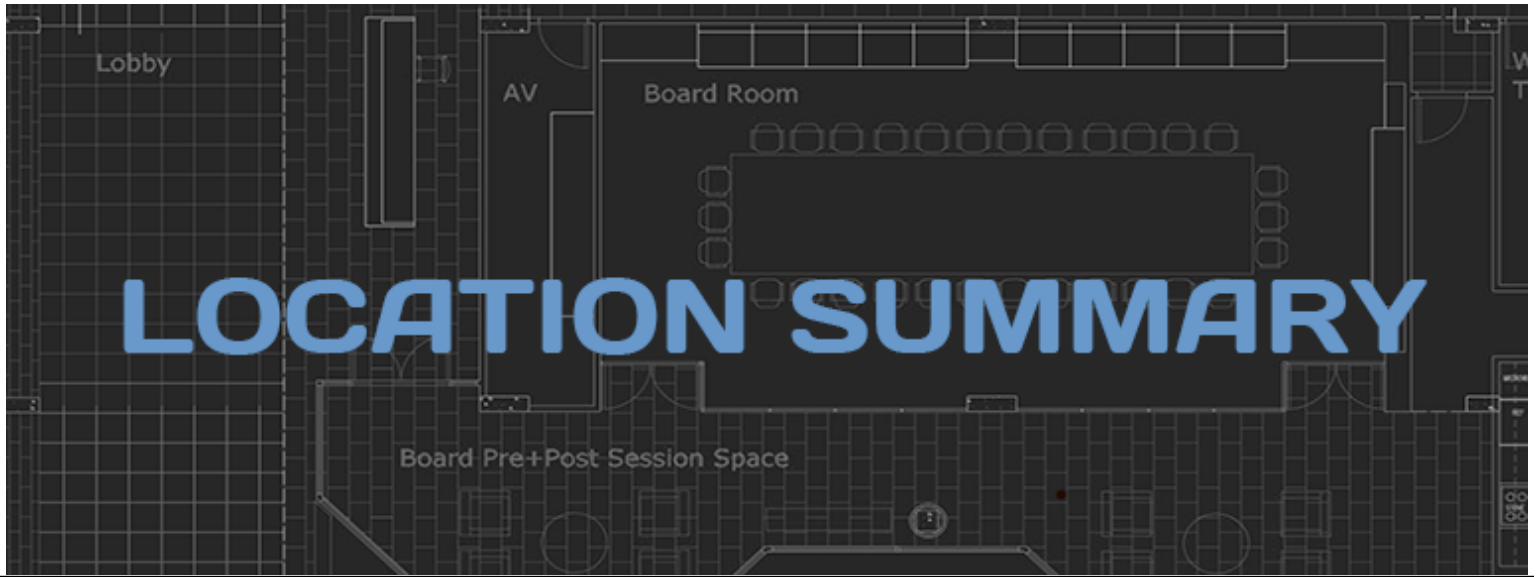
To ensure your written comments are received and read at the proper meeting, your email must include:

- 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).



Alerting Rack	\$21,045.50
Lieutenants Office	\$2,862.50
Sleep Rooms	\$13,087.50
GLOBAL	\$22,075.00
Misc Parts/ Freight/Etc.:	\$1,574.78
Project Management:	\$3,309.00
Prevailing Wage/Off Hours:	\$4,825.63
Parts:	\$31,495.50
Labor:	\$27,575.00
Parts No Tax:	\$.00
Labor No Tax:	\$.00
Subtotal:	\$68,779.90
Sales Tax:	\$6,946.77
Total:	\$75,726.67

**NORTHSHORE FIRE DEPARTMENT**  
**ADMINISTRATIVE POLICY AND PROCEDURES/GUIDELINES**

**SUBJECT: Board Meetings**

<b>Policy Number:</b> 1400	<b>Approved By:</b> Board of Commissioners
<b>Effective Date:</b> <a href="#">Unknown(update)</a>	<b>Revision Date:</b> <a href="#">November 2, 2024(update)</a>
<b>Pages:</b> 4	<b>Attachments:</b> 0

**1 PURPOSE**

- 1.1 Provides rules and guidelines for Commissioner Board meetings.

**2 REFERENCES**

- 2.1 RCW 52.14.090, *Office--Meetings*  
2.2 RCW 52.14.100, *Meetings--Powers and duties of Board*  
2.3 Ch. 42.30 RCW, *Open Public Meetings Act*

**3 RESPONSIBILITY**

- 3.1 It is the responsibility of the Board Chair to conduct meetings in an orderly and businesslike manner according to the policies of this section. The District's legal counsel will assist as needed. All Commissioners, the Fire Chief and participating members shall comply with the conduct guidelines contained in this policy.

**4 DEFINITIONS**

**5 POLICY**

- 5.1 Board meetings will be scheduled in compliance with Ch. 42.30 RCW (Open Public Meetings Act) and RCW 52.14.100 (Fire Commissioners – Meetings). The Act broadly defines meetings to include the transaction of the official business of the Board including, but not limited to, “receipt of public testimony, deliberations, discussions, considerations, reviews, evaluations and final actions”.

**6 BOARD MEMBERSHIP**

~~INTENT The Board of Fire Commissioners believe it is important to be transparent and inclusive. Additionally, the board sees value in receiving input from city council members and in ensuring that fire commissioner candidates are prepared to fully participate in board decisions upon taking office. The following open public meeting advisory positions are initiated.~~

- 6.1 **Voting members** of the Board are restricted to sworn Fire Commissioners.

~~6.2 **Advisory non-voting members** of the Board shall include one city council representative from the City of Lake Forest Park and one city council member from the City of Kenmore.~~

~~6.3 **Temporary Advisory non-voting members** of the Board shall include Fire Commissioner candidates that have qualified for the general election ballot.~~

**7 PROCEDURES/GUIDELINES**

- 7.1 The Board will function through regular, special, and emergency meetings.



- 7.1.1 REGULAR MEETINGS – The Board shall have at least one meeting per month. The date, time and place of the regular meeting must be established by written resolution.
- 7.1.2 SPECIAL MEETINGS – A special meeting is any meeting other than a regular meeting.
  - 7.1.2.1 Special meetings may be called by the Chair or upon a petition of a majority of the Commissioners. As a courtesy, prior to the establishment of the date, time and place of any special meeting, the Chair shall attempt to contact the other members of the Board to determine their availability for any such special meeting. The Board may not take final action on any item not specified in the special meeting notice, which shall be provided to the public pursuant to RCW 42.30.080
  - 7.1.2.2 While other items of business may be discussed at a special meeting, no action can be taken on topics which have not been identified on the printed agenda. If an item is to be discussed in executive session, the item of business must also appear on the agenda if final action is to be taken following the executive session.
  - 7.1.2.3 Notice of Special Meetings must be provided to the public at least 24 hours in advance of the meeting.
- 7.1.3 EMERGENCY MEETINGS – An emergency meeting is a special board meeting held without the usual required notice. The Chair or a majority of the Board may call an emergency meeting when the conditions of RCW 42.30.070 are met.
- 7.2 NOTICES –
  - 7.2.1 All regular or special meetings of the Board must be advertised as meetings that are open to the public. If the Board wishes to devote all or most of a special meeting to an issue(s) to be discussed in executive session, the special meeting should be called to order and recessed to an executive session. The purpose and expected duration of the executive session should be announced and recorded in the minutes (e.g., personnel matters).
  - 7.2.2 A regular meeting does not require a public notice. If the Board does not meet at its regular location or time, the meeting should be treated as a special meeting with proper notice and announcements to the media stating the time, place and purpose of the meeting. The District will notify newspapers and radio and television stations which have filed a request for such notification.
- 7.3 ATTENDANCE – Meetings may be convened in-person and/or by conference call, online, or other alternative format as determined by the chair, subject to the requirements of the Open Public Meetings Act, chapter 42.30 RCW.
- 7.4 AGENDA – The board shall provisionally establish the agenda for each subsequent meeting as a part of regular and special meeting business.
  - 7.4.1 Agenda items may be suggested by any commissioner or the fire chief. The board will assess the proposed agenda items including the time

- needed for discussion, the required meeting materials and the priority of the topic. The board chair or designee and the fire chief will collaborate to assure that the appropriate meeting materials are provided in the meeting materials packet or other format as required. If during preparation of the meeting materials packet a lack of documentation or readiness prohibits discussion the agenda topic, that topic will remain on the agenda with a notation explaining the status of the item. When needed, agenda topics may be added at the discretion of the fire chief and the board chair.
- 7.4.2 The meeting materials packet will typically include; the agenda, draft minutes of the previous meeting and relevant supplementary information. The meeting materials packet will be available to each Commissioner by the end of business at least six days in advance of the meeting and will be available to any interested citizen via the department website and at the district headquarters as early as possible but no less than twenty-four hours prior to the meeting. Late edits to the meeting agenda or meeting materials will be provided to board members and the public as soon as possible.
- 7.4.3 The general format for the agenda document will include:
- 7.4.3.1 I. Open Meeting
  - 7.4.3.2 II. Approval of Agenda
  - 7.4.3.3 III. Public Comment
  - 7.4.3.4 IV. Board Discussion and Possible Action Items
  - 7.4.3.5 V. Board Resolutions
  - 7.4.3.6 VI. Reports
  - 7.4.3.7 VII. Fire Commissioner Compensation Request Review (1st meeting of the month)(may be included as part of the Consent Agenda)
  - 7.4.3.8 VIII. Meeting Minutes Review and Approval (May be included as part of the Consent Agenda)
  - 7.4.3.9 IX. Consent Agenda
  - 7.4.3.10 X. Executive Session
  - 7.4.3.11 XI. Next Meeting Agenda
  - 7.4.3.12 XII. Adjournment
  - 7.4.3.13 Notation of the next scheduled Regular meeting and or Special meeting date and time.
- 7.5 **QUORUM** – Three Commission members shall constitute a quorum for the transaction of all business. Quorum shall be determined by counting each Commissioner present for the call for the vote.
- 7.6 **CONDUCT** – All Board meetings will be conducted in an orderly and businesslike manner, and when necessary using simplified parliamentary procedures as described in Policy 1410.
- 7.6.1 The order of business will be indicated in the agenda. Any amendments to the agenda will be voted on at the beginning of the meeting.
  - 7.6.2 All votes on motions and resolutions shall be by “voice” vote unless a roll call vote is requested by a member of the Board.
  - 7.6.3 Meetings should be conducted in accordance with the following ground

rules:

- 7.6.3.1 Members are to listen actively and respect others when they are talking. Refrain from side conversations during discussions. Wait until the presenter has finished before asking questions.
- 7.6.3.2 Consider ideas with an open mind. Ideas may be respectfully challenged by asking questions – focus on ideas and refrain from personal attacks.
- 7.6.3.3 Members wishing to bring items for discussion should provide background information to other members in advance of the meeting, in conjunction with the meeting materials packet.
- 7.6.3.4 Each member should actively participate in discussions. There may be times when members do not agree 100% with an idea. Members should share their thoughts if they can't accept a proposal, but also consider what they can accept even without 100% agreement.
- 7.6.3.5 Each member should try to keep discussions on task and efficient.
- 7.6.3.6 Instead of invalidating others' suggestions, share your own new idea or contribution.
- 7.6.3.7 Issues which have been decided will only be reopened in rare instances and with agreement of the majority of the Board.
- 7.6.3.8 Prior to the Board voting on a motion the Chair or District Secretary will restate the motion.
- 7.6.3.9 Decisions made by the Board will be summarized by the Chair or District Secretary prior to moving to the next topic.

#### 7.7 VOTING –

- 7.7.1 The vote on all matters shall be oral. Results will be announced immediately and recorded in the minutes.
- 7.7.2 When the vote is not unanimous the meeting minutes shall record the yeas, ~~yeas~~ nays and abstentions by name for each commissioner.
- 7.7.3 A Commissioner may change his/her vote if the change is announced before the Chair announces the results of the vote.
- 7.7.4 Any Commissioner may abstain from voting at any call for the vote. The reason for the abstention should be stated and recorded in the minutes of the meeting.

#### 7.8 PUBLIC PARTICIPATION – The Board recognizes the value of public comment on fire and emergency medical services issues and the importance of involving members of the public in its meetings.

- 7.8.1 A period for public comment shall be included in the agenda.
- 7.8.2 Individuals wishing to be heard by the Board may participate in person, by virtual attendance using the 'hand raise' function, or by written comment submitted to the board secretary in advance of the meeting. Individuals shall first be recognized by the Chair. After identifying themselves, each commenter will have up to three minutes to address the board. Commenters are encouraged to make comments as briefly as the subject permits. The Chair shall maintain order and ensure the appropriateness of discussion.

7.8.3 For meetings with virtual attendance (online/Zoom) enabled, the “chat” function shall only be turned on while the Board is in public session.

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# 2023 SHIFT ASSIGNMENT NUMBERS

A-SHIFT		EMS#	ID#
1	Monroe, Eric - Batt. Chief	4103	1147
2	Hochstein, Matt - Batt. Chief	4206	1366
Company Officers			
3	Rice, Bruce - Capt. (ED, TD, TLR, WL)	4056	1079
4	Morehouse, Andrew - Lt. (ED, TD, TLR, SWM)	4132	1201
5	Schwartz, Tim - Lt.	4202	1362
6	Heilman, Joe - Lt. (ED, SWM)	4212	1372
7	Loutsis, Steve - Lt. (Tech)		
Driver/Engineers			
8	Bess, Nate - D/E (WL)	4077	1109
9	Eickelmann, Cameron - D/E (ALT, Tech, WL)	4134	1203
10	Macomber, Scott - D/E (WL)	4143	1216
11	Brackett, Kevin - LTA Lt. (ED, SWM)	4214	1374
12	Holmes, Russ - D/E	4204	1364
Firefighters			
13	Hubbard, Adam (ED, TLR, SWM)	4166	1252
14	Miles, Keenan- (ED, TD, TLR, Tech, SWM)	4148	1233
15	Hill, Jonni (ALT, TLR, SWM)	4150	1230
16	Reed, Heather	4172	1261
17	Brusseau, Ian (ED, Tech, TLR)	4169	1254
18	Haskin, Tess (ED, WL)	4180	1270
19	McGrath, Shaun (SWM)	4179	1273
20	Langbehn, Matthew (SWM)	4222	1384
21	Petro, Jayden (ED, Tech, SWM)	4223	1385
22	Feis, Clayton (PFF)	4187	1289
23	Goton, Chayce (PFF)	4195	1314
24	Wildeman, Tyler (PFF)	4237	1402
25	O'Dougherty, Chris (PFF)	4233	1397
26	Tanner, Ted (PFF)	4193	1295
PARAMEDICS			
1	White, Shawn - MSO	326	1120
2	Johnsen, Erik	314	1028
3	Peterson, Pete	325	1078
4	Larson, Mitchell (PM1)	4149	1231
5	Kennison, Strojan (WB ALT, Act MSO)	333	1112
6	Downey, Nathan	329	1190
7	Sullivan, Patrick	345	1248

Total Suppression 26

Paramedic school

Etherington, Nate (ED, TD, TLR, WL)	4139	1212
Bartwell, Cody		1404
Geoff, Olson		1405

B-SHIFT		EMS	ID
1	Stewart, Cameron - Batt. Chief	4114	1158
2	Ingersoll, Jeremiah - Act. Batt. Chief	4208	1368
Company Officers			
3	Leith, Andrew - Capt. (WL, SWM)	4107	1151
4	Ciraulo, Scott - Lt. (LCO, ED, TD, Tech, TLR,)	4107	1151
5	Loesser, Doug - Lt. (LCO, ED, Tech, TLR)	4138	1207
6	Pritchett, Blake - Lt. (SWM)	4213	1373
7	Kuykendall, Brandon LTA Lt. (ED, SWM)	4219	1379
Driver/Engineers			
8	Linke, Jared - D/E (Tech, SWM)	4136	1205
9	Hoffman, Chris - D/E (Tech)	4216	1376
10	Carl, Chris - D/E (Tech)	4094	1139
11	Carrasquillo, Robert LTA D/E (ED, SWM)	4221	1382
12	Heib, Rob - D/E	4078	1111
Firefighters			
13	Pomeroy, Rebekah (ED)	4104	1148
14	Tonning, Elliot (ED, TLR, WL)	4173	1262
15	Mentzos, Michael (ALT, ED, TD, TLR, WL)	4161	1244
16	Rumph, Jerett (TLR)	4145	1217
17	Ingraham, Erik (TECH, SWM, TLR, WL)	4177	1266
18	Katz, Avi (SWM, TLR, WL)	4181	1271
19	Chase, Lauren (SWM, WL)	4182	1276
20	Kroon, Jonathan	4230	1393
21	Park, Kent (SWM)	4232	1395
22	Harris, Chris (PFF)	4188	1293
23	Rich, Tyler (PFF)	4236	1400
24	Clark, Micheal (PFF)	4186	1288
25	Guttu, Tommy (PFF)	4238	1403
26			
PARAMEDICS			
1	Stapf, Rich - MSO	316	1095
2	Livingston, Rob	324	1101
3	Bovee, Lee (WL)	318	1103
4	Overfield, Craig	335	1118
5	Pompeo, Aaron- (WB Act. Lt & MSO, Tech, WL)	338	1157
6	Richardson, Steve	228	1167
7	Horstman, Ed	341	1206

Total Suppression 25

C-SHIFT		EMS	ID
1	Yake, John - Batt. Chief	4127	1195
2	Burrow, Jake - Batt. Chief	4210	1370
Company Officers			
3	Shelman, Jeff - Capt. (SWM)	4110	1154
4	Merrick, Michael- Lt. (LCO, ED, TD, TLR, Tech, WL)	4122	1187
5	Lamar, Jason - Lt. (ED, TD, TLR)	4141	1214
6	Jamerson, Jeremy - Lt. (Tech, SWM)	4211	1371
7	Cherkassikh, Ruslan - Lt. (LCO)	4152	1229
Driver/Engineers			
8	Anderson, Steve - D/E (Tech)	4112	1156
9	Psillos, Josh- D/E (Tech, SWM)	4162	1245
10	Colletti, Kyle - D/E (SWM)	4217	1377
11	Livingston, Brian - D/E (SWM)	4215	1375
12	Peterson, Lauren - D/E (Tech)	4220	1380
Firefighters			
13	Church, Vessl (WL)	4183	1277
14	Griffin, Marshall (ALT, ED)	4171	1256
15	Amos, Owen (ED, TLR)	4175	1259
16	Horner, Ryan (ED)	4176	1265
17	Hurn, Hans (SWM)	4224	1386
18	Gillis, Jake (Tech, SWM)	4225	1387
19	Sharp, Ethan	4229	1392
20	Schneider, Kevin (SWM)	4227	1390
21	Lindgren, Luke (SWM, WL)	4185	1279
22	Parkhouse, Tess (PFF)	4191	1291
23	Mosman, Will (PFF)	4189	1290
24	Martensen, Joshua (PFF)	4234	1398
25	Culbertson, Ezekiel (PFF)	4196	1313
26			
PARAMEDICS			
1	DeBay, Gabe- MSO (Tech, WL)	340	1198
2	Eaton, Brian (PM)	237	1170
3	Warren, Kris (PM)	238	1172
4	Adman, Eric (PM)	331	1191
5	Haugsven, Lyle (PM)	344	1247
6	Hodneland, Bjorn (PM)	346	1268
7	Lewis, Nick (SWM)	350	1285

Total Suppression 25

Wollum, Todd - Div-Chief	337	1208
Pitts, Travis - Div Chief	4080	1153
Orams, Andres - Trng.-BC	4109	1153
Majeed, Michael - Trng.-Capt. (LCO)	4116	1160
Peterson, Mark- Trng.-MSO	336	1159
Ford, Brian- Trng Capt		

D-SHIFT		EMS	ID
1	Sawyer, Andy - Batt. Chief	4090	1132
2	Hansson, Anders - Batt. Chief	4206	1366
Company Officers			
3	Zender, Eric - Capt. (ED, Tech)	4123	1188
4	Reed, Willis Lt. (ED, TLR, TD, Tech, SWM)	4163	1246
5	Harrington, Rodney - Lt. (LCO, ED, TLR, SWM, WL)	4129	1197
6	Ross, Travis Lt. (Tech, SWM)	4218	1378
7	Davis, Ryan - Lt.	4209	1369
Driver/Engineers			
8	Miller, Heath - D/E (Tech)	4135	1204
9	Drechsler, Karl- D/E (WL)	4154	1235
10	Defenbaugh, Brett D/E (Tech, WL, SWM)	4140	1213
11	McInturff, Todd - D/E	4201	1361
12	Wirkkala, Rob - D/E	226	1168
Firefighters			
13	Mannix, Gabriel (TLR, WL)	4155	1236
14	Christou, Alan (ED, TD, TLR, WL)	4157	1239
15	Smith, Stephen (ED, TLR)	4168	1257
16	Waite, Joshua (ALT, ED, TD, TLR, Tech)	4167	1253
17	Daggett, Casey (ED)	4184	1278
18	Lewis, Terrance (ALT, ED, TD, TLR, Tech, WL)	4160	1243
19	Wilkinson, Lydon (SWM, Tech)	4226	1389
20	Taiwo, Jeremy (SWM)	4228	1391
21	Creger-Zier, Ricki	4231	1394
22	Noel, Aiden (PFF)	4190	1292
23	Devedjian, Samuel (PFF)	4235	1399
24	Ralston, Derek (PFF)	4198	1316
25	Hasson, Ryan (PFF)	4197	1315
26			
PARAMEDICS			
1	Locken, Doug - MSO (WL)	320	1100
2	Arnold, Sabine	322	1117
3	Boge, Dave	332	1149
4	Clinch, Tracy (PM)	334	1199
5	Kim, Scott (ALT. & MSO, WL)	345	1248
6	Jackson, Brian	351	1286
7	Tyler, Tim		

Total Suppression 25

PIO	Pidduck, Michelle (ED)-CEO/PIO	4119	1181
Diso	Davis, John (PM, Tech)	343	1155

## Apparatus Staffing Matrix (10-1-22)

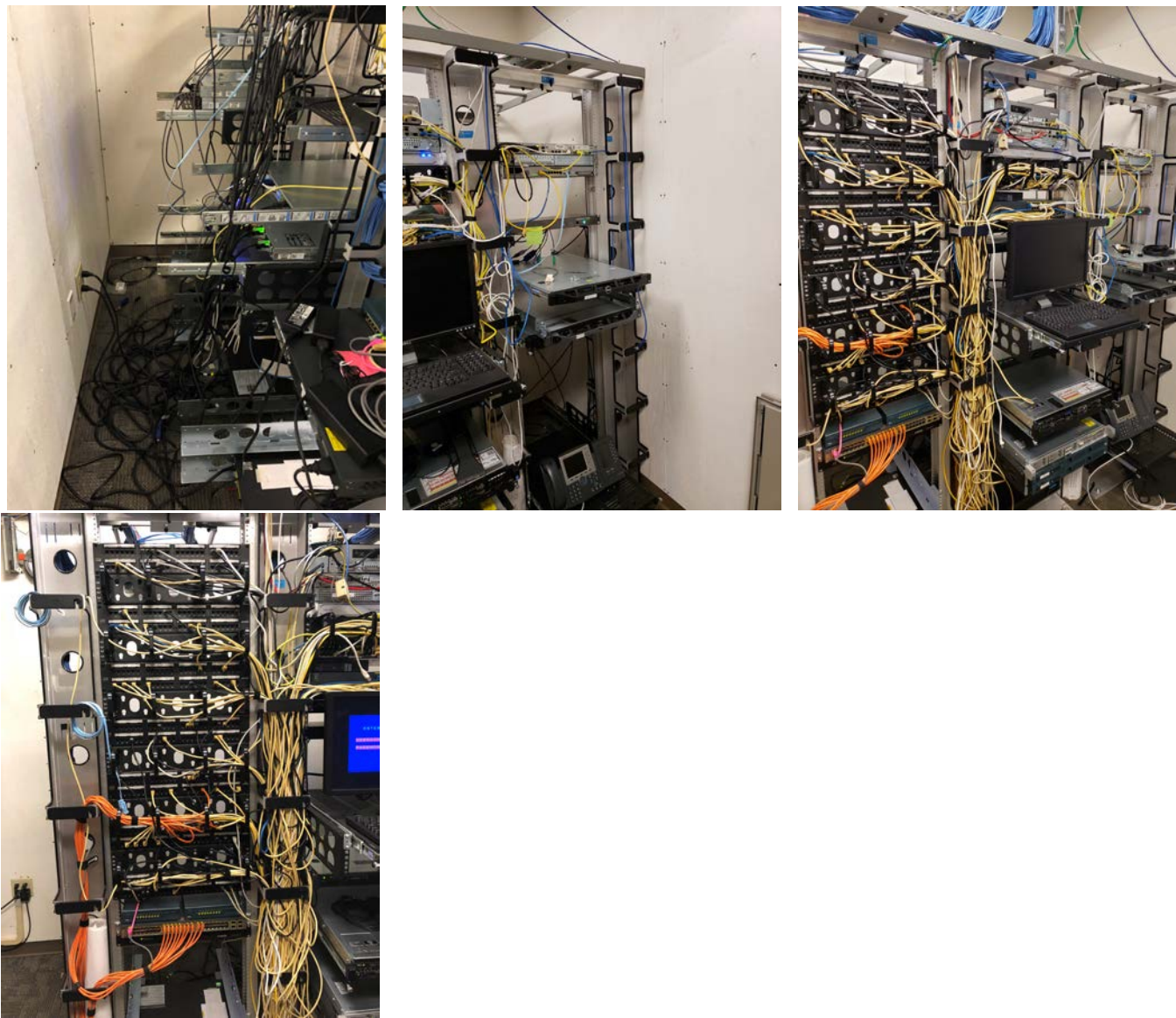
1	B151	1	B151	1	B151	1	B151	1	B151	1	B151	1	B151	1	B151
2	B161	2	B161	2	B161	2	B161	2	B161	2	B161	2	B161	2	B161
3	E151	3	E151	3	E151	3	E151	3	E151	3	E151	3	E151	3	E151
4		4		4		4		4		4		4		4	
5		5		5		5		5		5		5		5	
6	E157	6	E157	6	E157	6	E157	6	E157	6	E157	6	E157	6	E157
7		7		7		7		7		7		7		7	
8		8		8		8		8		8		8		8	
9	E165	9	E165	9	E165	9	E165	9	E165	9	E165	9	E165	9	E165
10		10		10		10		10		10		10		10	
11		11		11		11		11		11		11		11	
12	E164	12	E164	12	E164	12	E164	12	E164	12	E164	12	E164	12	E164
13		13		13		13		13		13		13		13	
14		14		14		14		14		14		14		14	
15	L161	15	L161	15	L161	15	L161	15	L161	15	L161	15	L161	15	L161
16		16		16		16		16		16		16		16	
17		17		17		17		17		17		17		17	
18	A151	18	A151	18	A151	18	A151	18	A151	18	A151	18	A151	18	A151
19		19		19		19		19		19		19		19	
20		20		20		20		20		20		20		20	
21	A163	21	A163	21	A163	21	A163	21	A163	21	A163	21	A163	21	A163
22		22		22		22		22		22		22		22	
23		23		23		23		23		23		23		23	
24	A164	24	A164	24	A164	24	A164	24	A164	24	A164	24	A164	24	A164
25		25		25		25		25		25		25		25	
26		26		26		26		26		26		26		26	
27	A165*	27	A165*	27	A165*	27	A165*	27	A165*	27	A165*	27	A165*	27	A165*
28		28		28		28		28		28		28		28	
29		29		29		29		29		29		29		29	
30	Total	30	Total	30	Total	30	Total	30	Total	30	Total	30	Total	30	Total
31		31		31		31		31		31		31		31	
32		32		32		32		32		32		32		32	

*This plan does not include any blue-shirt medics, which would improve above staffing levels.*

\* Denotes a peak hour aid car and is not guaranteed for the night half of the shift.



**BEFORE:**



**AFTER:**





Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
1377	10/12/2022	Claims	1	0	CDW GOVERNMENT	3,915.65	Laptop for Mapping
1378	10/12/2022	Claims	1	0	CDW GOVERNMENT	496.43	Computer Server Batteries
1379	10/12/2022	Claims	1	0	CDW GOVERNMENT	1,687.83	Computer Server Batteries - Step-Down Transformer
1380	10/12/2022	Claims	1	0	CHMELIK SITKIN & DAVIS PS	1,080.00	Legal Fees - General Business
1386	10/12/2022	Payroll	1	0	EMPLOYMENT SECURITY DEPT - PFML	22.96	Pay Cycle(s) 07/29/2022 To 07/29/2022 - PFML; Pay Cycle(s) 08/30/2022 To 08/30/2022 - PFML; Pay Cycle(s) 09/29/2022 To 09/29/2022 - PFML
1387	10/12/2022	Payroll	1	0	LABOR & INDUSTRIES	23.29	3RD Quarter L&I: 07/01/2022 - 09/30/2022
1381	10/12/2022	Claims	1	0	MUNICIPAL EMERGENCY SERVICES	2,251.02	Ballistic Vest
1382	10/12/2022	Claims	1	0	NEIL BLINDHEIM	7,528.00	Postage and Maintenance Charges - FBC
1383	10/12/2022	Claims	1	0	SHORELINE FIRE DEPARTMENT	2,288.00	Reimbursement - Legal Fees from Chmelik, Sitkin & Davis
1384	10/12/2022	Claims	1	0	SHORELINE FIRE DEPARTMENT	18,145.00	2022 BLS Core Services
1385	10/12/2022	Claims	1	0	WASHINGTON STATE DEPARTMENT OF REVENUE	288.90	Q3 2022 Leasehold Excise Tax
001 General Fund 10-016-0010						37,727.08	
						<u>37,727.08</u>	Claims: 37,680.83
							Payroll: 46.25

# WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 14:49:18 Date: 09/30/2022

10/12/2022 To: 10/12/2022

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
1368	10/12/2022	Claims	4	0	ALFRED J BAKER	8,966.31	LEOFF I
1369	10/12/2022	Claims	4	0	APPLIED TECHNICAL SYSTEMS INC	10,232.90	St 51 - New Security Cameras
1370	10/12/2022	Claims	4	0	MAD CORPS LLC	25,461.50	Bailout Bags
1371	10/12/2022	Claims	4	0	POWER ELECTRICAL SERVICES LLC	12,960.25	St 51 - Training Tower Electric Work
1372	10/12/2022	Claims	4	0	POWER ELECTRICAL SERVICES LLC	4,588.48	St 51 / St 57 Doors - Electric Work
1373	10/12/2022	Claims	4	0	POWER ELECTRICAL SERVICES LLC	1,792.38	St 51 Server Room - Electric Work
1374	10/12/2022	Claims	4	0	PROVANTAGE LLC	3,049.71	St 51 Security Cameras
1375	10/12/2022	Claims	4	0	WASHINGTON COUNTIES INSURANCE FUND	2,388.89	Oct 2022 - LEOFF I
004 Reserve Fund 10-016-6010						69,440.42	
						<u>69,440.42</u>	Claims:
						69,440.42	69,440.42

Northshore Fire Department  
Fire Commissioner Request for Compensation

[illegible]

*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

Date \_\_\_\_\_

Northshore Fire Department  
Fire Commissioner Request for Compensation


[illegible]

*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

Date \_\_\_\_\_

Northshore Fire Department  
Fire Commissioner Request for Compensation

Month: June    Year: 2022    Name: Rick Webster		
Date	Description of Activity	Hours
6/6/2022	Prep for Board of Commissioners Mtg	2
6/7/2022	Commissioners Mtg	2
6/20/2022	Prep for Board of Commissioners Mtg	2
6/21/2022	Commissioners Mtg	2
<p><i>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.</i></p> <div style="display: flex; justify-content: space-between; align-items: flex-end;"><div style="width: 60%;"> <hr style="border: 0; border-top: 1px solid black; margin-top: 5px;"/><div style="display: flex; justify-content: space-between;"><span>Signature</span><span>8-9-2022</span></div></div><div style="width: 35%; text-align: center;"><div style="display: flex; justify-content: space-between;"><span>8-9-2022</span><span>Date</span></div></div></div>		

Northshore Fire Department  
Fire Commissioner Request for Compensation

Month: July    Year: 2022    Name: Rick Webster		
Date	Description of Activity	Hours
7/6/2022	Prep for Board of Commissioners Mtg	2
7/7/2022	Commissioners Mtg	2
7/14/2022	Reviewed HVAC bids for the IT Room Station 51	2.5
<p><i>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.</i></p> <div style="display: flex; justify-content: space-between; align-items: flex-end;"><div style="width: 60%;"> _____ Signature</div><div style="width: 35%; text-align: right;"><b>8-9-2022</b> Date</div></div>		

Northshore Fire Department  
Fire Commissioner Request for Compensation

[illegible]

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.

*Lisa Wollem*

Date 9/29/22



Your UrbanStems order for Rick

1 message

UrbanStems <care@urbanstems.com>  
Reply-To: care@urbanstems.com  
To: Lisa Wollum <lisa.wollum@gmail.com>

Mon, Jul 18, 2022 at 2:41 AM

## URBANSTEMS

FLOWERS

PLANTS

SUBSCRIPTIONS

GIFTS



# Thanks for your order!

When it's delivered, we'll let you know.

ESTIMATED DELIVERY

Tue Jul 19 2022

RECIPIENT

Rick Webster

*LHW*



6460 Northeast 198th Street ,  
Kenmore, WA  
98028

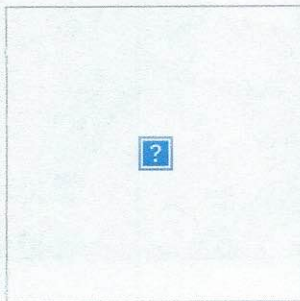
### YOUR MESSAGE

Rick, Sincere condolences on the loss of your wife. We are thinking of you. Josh Pratt, Eric Adman, Tyler Byers and Lisa Wollum



If we run into any trouble, we'll give you a call at **2063801996**.

## Order **102041668**



**DOUBLE THE MANOR X 1 \$129.00**

Bouquet with Roses, Ranunculus,  
Limonium, Eucalyptus, Boxwood,  
and Lavender Sprigs

Subtotal	\$129.00
Savings	-\$19.35
Delivery	\$18.00
Tax	\$12.90

**Total: \$140.55**

*LAW*

**[VIEW YOUR ACCOUNT NOW](#)**



Northshore Fire Department  
Fire Commissioner Request for Compensation

[illegible]

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.

Lisa Wollum  
Signature

9/29/22  
Date



[illegible]

Lisa Wollem  
Signature

9/29/22  
Date



Northshore Fire Department  
Fire Commissioner Request for Compensation

[illegible]

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.

Lisa Wolcott  
Signature

9/29/22  
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

September 6, 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 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. Commissioner Adman joined the meeting at 5:21PM.

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

2.1 The Board heard a public comment from Kenmore resident, David Maehren.

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

*Commissioner Byers moved to adopt the agenda as amended. Commissioner Wollum seconded. The motion passed unanimously 4-0. Commissioner Adman was absent.*

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

##### **4.1 Review Station Alerting System Proposals**

- Zeb Middleton provided an overview of the Jaymarc proposal for updating the alerting system at Station 51.
- The Board discussed the timing of the installation, the alerting system at Station 57.

*Commissioner Wollum moved to accept the Jaymarc proposal for upgrading the alerting system at Station 51. Commissioner Byers seconded. The motion passed unanimously 4-0. Commissioner Adman was absent.*

- Zeb Middleton also provided an update on the server room upgrade and the server room HVAC project.

##### **4.2 Approval of Policy 1410**

*Commissioner Webster moved to accept Policy 1410 as presented. Commissioner Wollum seconded. The Board discussed. The motion passed unanimously 4-0. Commissioner Adman was absent.*

##### **4.3 Discussion Policy 1400**

- The Board discussed the proposed changes to the non-voting advisory members and the Zoom chat function sections of Policy 1400.
- 4.4 Discussion Policy 6200
  - Commissioner Adman joined the meeting at 5:21PM.
  - Chief Cowan updated the Board on the status of preliminary discussion on updating Policy 6200.
- 4.5 Discussion WSFCA membership
  - Commissioner Wollum updated the Board on the status of various Fire Commissioner memberships.
  - The Board discussed maintaining their current membership with the King County Fire Commissioner Association and not to pursue membership with WSFCA.
- 4.6 Update from the subcommittee of administrative activities not covered under the ILA
  - Commissioner Webster updated the Board on the status of his efforts to review the 2021 and 2022 budgets.
  - The Board will keep this on the agenda item throughout the 2023 budget process.

## **V. BOARD RESOLUTIONS**

- 5.1 Establishing Regular Meeting Schedule
  - The Board discussed Resolution 22-02 to update the meeting schedule to be once per month on the first Tuesday of every month.

***Commissioner Webster moved to accept Resolution 22-02 as presented. Commissioner Wollum seconded. The Board discussed. The motion passed unanimously 5-0.***

## **VI. CONSENT AGENDA**

- 6.1 Vouchers
  - The General Fund Vouchers totaled \$72,129.34
  - The Reserve Fund Vouchers totaled \$11,626.26
- 6.2 Commissioner Compensation
- 6.3 Meeting Minutes: 8/16/22

***Commissioner Webster moved to accept the consent agenda as presented. Commissioner Wollum seconded. The motion passed unanimously 5-0.***

## **VII. REPORTS**

- 7.1 Fire Chief Report
  - Chief Cowan updated the Board on the status of transport program and status of staffing Aid Car 157.
  - Chief Cowan updated that wall time has reduced over the past two weeks.
  - Chief Cowan will be monitoring transports to hospital transports to Evergreen Hospital.

- Chief Cowan updated the Board that Aid 157 has primarily been staffed by overtime, but not mandatory overtime. He anticipates staffing issues to lessen when the 10 academy recruits join in at the end of the year.
- Chief Cowan updated the Board on damage to Station 57 door panels due to a minor accident of Aid Car 157. The parts are anticipated to not be delivered until April 2023. The bay door is closed, and secure, but the drive-through feature is not functional.
- Chief Cowan discussed the valuation and insurance costs at Station 51. There is a \$5,000 annual savings in insurance if the valuation is decreased to \$14M from \$17M. The Board discussed maintaining insurance at 100% of valuation.
- Chief Cowan and the Board discussed the budget process, public hearing notifications, and schedule.
- Chief Cowan discussed preliminary data to the assessed valuation (AV).

#### 7.2 Commissioner Reports

- The Board updated Commissioner Adman on the agenda items prior to his arrival to the meeting.
- Commissioner Adman updated the Board on his proposed edits to Policy 1400 and the conversations he had with City Council representatives from Lake Forest Park and Kenmore.

#### 7.3 Legal Counsel Reports

- No legal counsel reports.

### **VIII. UPCOMING BOARD AGENDAS**

#### 8.1 Setting of Future Meeting Agenda(s)

In addition to the standard items, the next regular meeting agenda will include approval of Policy 1400, discussion of Policy 6200, an update from the subcommittee of administrative activities not covered under the ILA, setting date for special meeting for budget hearing. This meeting will be by hybrid, on Zoom and in-person at Station 51.

### **ADJOURNMENT**

The meeting adjourned at 6:00PM.

### **NEXT MEETING DATE**

The next regular scheduled meeting will be October 4, 2022, at 5:00PM.

Attachments: Agenda, David Maehren Public Comment Written Statement, Jaymarc Quote, Final Proposed edits Policy 1410, Proposed edits 1400, Resolution 22-02, Vouchers, Draft minutes: 8/16, Commissioner Compensation, 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**, Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners on October 4, 2022.



**Shoreline Fire Department**  
**BOARD MEETING DATE: October 4, 2022**  
**Chief Cowan**

---

## **District Activity Highlights**

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

### **Succession development**

- Deputy Chief of Support Services promotional interviews are on October 4<sup>th</sup> and we have four applicants. The promotions will be effective in early January.
- Captain promotional interviews are on October 10<sup>th</sup>, with potential trickle down promotions as well.
- Last month of AAD and AD transition. Trying to clean-up any remaining projects as part of the transition.

### **Negotiations**

- No outstanding issues.

### **Contract for service with NFD**

- Transport policy modifications are complete and posted.
- Reviewing modified, draft, website and will be sending out link for feedback.

### **Staffing**

- We are down to nine recruits in current Firefighter academy, due to a resignation not due to any performance concerns.
- Working with legal counsel and County leadership on potential changes to vaccine mandate and the possibility of bringing back separated employees.
- Have initiated a lateral Firefighter hiring process for at least two positions, with a January hire date.
- We should be close to our target staffing strength of 112 suppression personnel in January. Possibly even a position or two strong in preparation of planned attrition.
- Aid 157 (8/1-10/2)
  - 82 total incidents, 85% of which are EMS related.
  - Average of two calls per 12-hour shift.
  - A157 transported 23 times (A151 had 72).
  - In service about 73% of the time, which has been improving as vacation usage has been decreasing.

### **Consortium**

- Monitoring the impacts to staff and Station 51 facility from the fall academy.
- Preparing 2023 curriculum goals and staffing structure.
- Bothell is committed to the Consortium for 2023, but will be asking Council for an exit in 2024.

### **2023 Budget**

- Started working through line items and capital budget.

- Need to confirm model for NFD impacts percentage and schedule a NFD budget meeting.
- Initial King County Assessor preliminary levy reports are 18.6% and 27.3% AV growth for SFD and NFD respectively.

#### **Public Records Requests**

- Still receiving a high amount of PRRs from one individual.

#### **Noteworthy Meetings**

- September 8 – Bothell Rotary
  - Attended and discussed integration of NFD and future challenges.
- September 9 – NORCOM Governing Board Meeting
  - Discussed budget and IT challenges.
- September 12 – PRR
  - Prepared for public records request for in-person inspection.
  - Requestor did not show up.
- September 12 – Zone 1 Chief's Monthly Meeting
  - NORCOM
    - Crew Force software discussion, will have a future demonstration and costing evaluation.
    - Single CAD – Update from Tri-Tech Representative.
    - Pulse Point - Another push out to PIOs for marketing.
    - Discussion on a mental health professional on duty at NORCOM.
  - Zone 1 Ops
    - Zone 3 significant trench rescue call.
    - Wall time average is about 25 minutes.
    - Increase in fentanyl ODs, the look like skittles.
    - Middle of 2023 to early 2024 for complete PSERN replacement.
    - L144, L127, and L131 all out of service, putting cache reserve ladder truck into service as L131.
    - Discussion of Skykomish wildland fire and demobilization of strike team.
  - Discussion on vaccine mandate changes
- September 13-15 – Leadership Summit
  - Attended Summit conference.
- September 16, 19, 20, 23 - Chief's Chat
  - Met with all crews for each shift.
  - Very supportive and positive feedback on integration of personnel and culture.
  - Discussed current staffing levels and target of early 2023.
  - Discussed impacts of growth and future considerations, such as a new ladder truck, capital projects, etc.
  - Lots of discussion on impacts of reducing on-duty BCs from 2 to 1.

- Changing use of OT positions on A157 when we have one assigned.
- Adding a computer with RADAR software in bays at Stations 51 & 57.
- September 17 – Open House
  - Open house at Station 61 with demonstrations of extrication, CPR, hose attack, donning gear, truck operations.
- September 19 – Woodway Council Meeting
  - Attended meeting and discussed potential impacts of wildland fires and interface concerns.
- September 20 – Zone 1 ALS Leadership Meeting
  - Continued discussions on being consistent across the region.
  - Discussed vaccine mandate changes.
- September 21 – Finance Committee Meeting #1
  - Evaluated forecasted AV growth, COLAs, and overall impacts.
  - Discussed all capital projects and proposals.
  - Started working through operational line item budgets.
  - Assigned some items for follow up research and discussion.
- September 21 – NEMCO Meeting
  - Quarterly meeting including budget discussion.
- September 22 – Administrative Staff Meeting
  - Positive feedback on integration of personnel and culture.
  - Discussed budget process and challenges.
  - Discussed impacts of growth and future considerations, such as a new ladder truck, capital projects, etc.
  - Discussed staffing targets, hiring processes (lateral process now, a new entry level process in 2023), and onboarding challenges.
- September 26-29
  - I was off fishing in Canada with Dad and Brother ☺
- October 3 – Hospital Capacity Committee Meeting
  - Met with County and State leadership on system impacts.
  - Discussed different sector perspectives; hospitals, assisted living facilities, State, and local fire department's needs.
  - Discussed next steps for possible solutions.
  - Planning on coming back together in November to be strategic over the long-term.
  - Will be representing King County Chiefs on this committee.

Incorporated into the above Board meeting minutes by reference.

**Submitted by:** Chief, Matt Cowan