



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

MINUTES

April 6, 2021

REGULAR MEETING BOARD OF COMMISSIONERS

at Northshore Fire Department's Headquarters Station 51

Virtual Meeting via Zoom

I. OPEN REGULAR NORTHSHORE MEETING

1.1 Roll Call

Chair Rick Webster called the meeting to order at 5:00 PM.

Persons in attendance were Commissioners Rick Verlinda, Don Ellis, Rick Webster, and Dave Maehren. Also present was Fire Chief Greg Ahearn, Deputy Chief Doug McDonald, Legal Counsel Matt Paxton, Board Secretary Amy Oakley, and 24 members of the public.

II. PUBLIC COMMENT

- 2.1 Jeremy Jamerson, representing Northshore Firefighters, Local 2459, addressed the Commissioners with comments related to the merger.
- 2.2 Jeremiah Ingersoll, representing Northshore Firefighters, Local 2459, addressed the Commissioners with comments related to the merger.
- 2.3 Peter Briner, representing Woodinville Fire & Rescue Firefighters, Local 2950, addressed the Commissioners with comments related to the merger.

III. APPROVAL OF THE AGENDA

- 3.1 Commissioner Verlinda moved to add Item 5.4 Merger Discussion to the agenda. Commissioner Ellis seconded. The motion passed 3-2. Commissioners Ellis, Pratt, and Verlinda, voted to approve the motion. Commissioners Maehren and Webster voted to oppose the motion.

Commissioner Pratt moved to approve the agenda as amended. Commissioner Maehren seconded. The motion passed unanimously.

IV. CONSENT AGENDA

4.1 Vouchers

- The General Fund Vouchers totaled \$297,789.14 and Reserve Fund Vouchers totaled \$2,922.51.

4.2 Commissioner Compensation

Commissioner Ellis moved to approve the consent agenda as presented. Commissioner Verlinda seconded. The motion passed unanimously.

V. REPORTS

5.1 Fire Chief Report

In addition to the written report provided in the meeting materials, Chief Ahearn reported:

- New hoses have arrived. Chief Ahearn thanked BC Hochstein and DC McDonald for their support.
- Chief Ahearn thank Mr. Paxton, DC McDonald, and BC Tagart for their support in moving the surplus engines to their new homes.
- Commissioner Pratt thanked Chief Ahearn for his kind condolences and outreach to Kirkland Fire Department regarding the loss of retired Fire Captain, Keith Adams.

5.2 Commissioner Reports

- None

5.3 Legal Counsel Reports

- None

5.4 Discussion of Merger

- Commissioner Verlinda requested information about the cost, timing, and content of the mailer sent to residents, and if the Board is following the RCW for fair and objective information.
- Commissioner Maehren responded that the mailer cost was included in the contract with Liz Loomis and will be sent to every resident in the district, per State law. The Communication sub-committee, along with the Fire Chief, reviewed and approved the content.
- Matt Paxton clarified there is a State election law that prohibits the District from using its resources to advocate for or against any ballot measure, however there are exceptions including informing the public with fair and objective information. Mr. Paxton recommended further discussion be done in Executive session due to potential litigation.
- Commissioner Pratt read a prepared statement regarding the merger. The statement was added to the meeting's related documents.

VI. UPCOMING BOARD AGENDAS

6.1 Setting of Future Meeting Agenda(s)

- None added.

ADJOURNMENT

The meeting adjourned at 5:24PM

NEXT MEETING DATE

The next regularly scheduled Commissioners meeting is for April 20, 2021.

Attachments: Agenda, Vouchers, Commissioner Compensation Requests, Fire Chief's Report, and Commissioner Pratt written statement.

BOARD OF COMMISSIONERS

Electronically signed- Rick Verlinda

RICK VERLINDA, Member

JOSH PRATT, Member

Electronically signed- Don Ellis

DON ELLIS, Member

Electronically signed- Rick Webster

RICK WEBSTER, Member

Electronically signed- David C. Maehren

DAVID MAEHREN, 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 April 20, 2021.

Board Secretary

From: Board Secretary
Sent: Tuesday, April 20, 2021 7:15 PM
To: Commissioners
Subject: Electronic Signatures - Minutes Approved 4/20/2021
Attachments: DRAFT Minutes_RegularMtnng_2021-03-16_and_attachments.pdf; DRAFT Minutes_RegularMtnng_2021-04-06_with_attachments.pdf; DRAFT Minutes_SpecialMtnng_2021-03-23.pdf

Good evening Commissioners,

Attached please find the minutes approved at last night's regular meeting.

At your earliest availability today, please respond with your electronic signature using the following verbiage:

The following documents are Approved and Electronically Signed this 22 day of April, 2021, by Commissioner 

- Regular Meeting Minutes 3/16/2021
- Special Meeting Minutes 3/23/2021
- Regular Meeting Minutes 4/6/2021

From: [Richard Webster](#)
To: [Board Secretary](#)
Subject: RE: Electronic Signatures - Minutes Approved 4/20/2021
Date: Wednesday, April 21, 2021 1:07:39 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

The following documents are Approved and Electronically Signed this 21st day of April, 2021, by Commissioner Rick Webster.

- Regular Meeting Minutes 3/16/2021
- Special Meeting Minutes 3/23/2021
- Regular Meeting Minutes 4/6/2021

From: [Dave Maehren](#)
To: [Board Secretary](#)
Subject: RE: Electronic Signatures - Minutes Approved 4/20/2021
Date: Wednesday, April 21, 2021 12:14:01 PM
Attachments: DRAFT Minutes RegularMtnq 2021-03-16 and attachments.pdf
DRAFT Minutes RegularMtnq 2021-04-06 with attachments.pdf
DRAFT Minutes SpecialMtnq 2021-03-23.pdf
image005.png
image006.png
image007.png
image008.png
image009.png

Good evening Commissioners,

Attached please find the minutes approved at last night's regular meeting.

At your earliest availability today, please respond with your electronic signature using the following verbiage:

The following documents are Approved and Electronically Signed this 21st day of April, 2021, by Commissioner David C. Maehren.

- **Regular Meeting Minutes 3/16/2021**
- **Special Meeting Minutes 3/23/2021**
- **Regular Meeting Minutes 4/6/2021**

From: [Rick Verlinda](#)
To: [Board Secretary](#)
Subject: RE: Electronic Signatures - Minutes Approved 4/20/2021
Date: Wednesday, April 21, 2021 9:54:49 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

The following documents are Approved and Electronically Signed this _21_____ day of April_____, 2021, by Commissioner Verlinda_____.

- **Regular Meeting Minutes 4/6/2021**



Northshore Fire Department Board of Commissioners

Headquarters Station 7220 NE 181st Street, Kenmore, WA

Northshore Fire Department

Board of Commissioners Regular Meeting Agenda

Tuesday, April 6, 2021

5:00PM

Meeting held virtually, via Zoom

Public Comment must be submitted electronically prior to the meeting.

To submit 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/82471228147?pwd=cDZLajVGyVnRY25OTnI4ZjRWRE5vdz09>

Call in to Zoom Meeting at:

253-215-8782

Meeting ID: 824 7122 8147

Passcode: 646571

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. Consent Agenda

4.1 Vouchers

4.2 Commissioner Compensation

V. Reports

5.1 Fire Chief Report

5.2 Commissioner Reports



5.3 Legal Counsel Report

5.4 Merger Discussion

VI. Upcoming Board Agendas

6.1 Setting of Future Meeting Agenda(s)

Adjournment

Next Regular Meeting: April 20th, 2021 at 5:00 PM

Public Comment Procedures for Virtual Meetings:

If you wish to provide public comment virtually, you may do so by submitting a written statement to 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 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. Three minutes are allowed for comment. 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.

WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 08:30:41 Date: 04/05/2021

04/14/2021 To: 04/14/2021

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
524	04/14/2021	Claims	1	0	ADPRO PRINTING	1,777.07	Postcard Mailer
525	04/14/2021	Claims	1	0	ARAMARK UNIFORM SERVICES	16.09	Lobby Mats
526	04/14/2021	Claims	1	0	CHMELIK SITKIN & DAVIS PS	715.00	Legal Fees - General Business
527	04/14/2021	Claims	1	0	CHMELIK SITKIN & DAVIS PS	3,222.50	Legal Fees - Consolidation
528	04/14/2021	Claims	1	0	CHMELIK SITKIN & DAVIS PS	110.00	Legal Fees - Public Records Request
529	04/14/2021	Claims	1	0	CITY OF BOTHELL FIRE AND EMS	6,930.33	Fire Marshal Services - Mar
530	04/14/2021	Claims	1	0	DELL COMPUTER	5,151.06	Laptops, Dock And Monitors
565	04/14/2021	Payroll	1	0	EMPLOYMENT SECURITY DEPT - PFML	6,249.33	Pay Cycle(s) 01/14/2021 To 01/14/2021 - PFML; Pay Cycle(s) 01/29/2021 To 01/29/2021 - PFML; Pay Cycle(s) 02/11/2021 To 02/11/2021 - PFML; Pay Cycle(s) 02/26/2021 To 02/26/2021 - PFML; Pay Cycle(s) 03/
531	04/14/2021	Claims	1	0	EVERGREEN FIRE & SAFETY, INC.	440.59	Annual Apparatus Extinguisher Service/Certification
532	04/14/2021	Claims	1	0	FROULA ALARM SYSTEMS, INC	148.64	Alarm Monitoring - Q2 Station 51
566	04/14/2021	Payroll	1	0	KING COUNTY FIRE DISTRICT #16	2,809.81	Pay Cycle(s) 03/31/2021 To 03/31/2021 - ADDLIFE; Pay Cycle(s) 03/31/2021 To 03/31/2021 - MEDICAL; Pay Cycle(s) 03/31/2021 To 03/31/2021 - METLIFE; Pay Cycle(s) 03/31/2021 To 03/31/2021 - METLIFE2
533	04/14/2021	Claims	1	0	KROESEN'S, INC.	260.69	Pants - McInturff
567	04/14/2021	Payroll	1	0	LABOR & INDUSTRIES	84,451.54	1ST Quarter 01/01/2021 - 03/31/2021
534	04/14/2021	Claims	1	0	LIFE ASSIST	14.71	EMS Supplies
535	04/14/2021	Claims	1	0	LIFE ASSIST	311.64	EMS Supplies - St 51
536	04/14/2021	Claims	1	0	MUNICIPAL EMERGENCY SERVICES	275.25	Air Sample - Compressor Maintenance
537	04/14/2021	Claims	1	0	MUNICIPAL EMERGENCY SERVICES	1,090.63	Annual Compressor Maintenance
538	04/14/2021	Claims	1	0	NATURAL CONCEPT LANDSCAPE	532.15	Landscaping - St 51
539	04/14/2021	Claims	1	0	NORTH CITY WATER DISTRICT	370.62	Acct #011756-000; St 57 Water
540	04/14/2021	Claims	1	0	NORTH CITY WATER DISTRICT	54.58	Acct #022432-000; St 57 Fire Line
541	04/14/2021	Claims	1	0	NORTHSHORE UTILITY DISTRICT (NUD)	145.43	Meter #35768370 - Irrigation
542	04/14/2021	Claims	1	0	NORTHSHORE UTILITY DISTRICT (NUD)	802.37	Meter #43105121 - St 51
543	04/14/2021	Claims	1	0	NORTHSHORE UTILITY DISTRICT (NUD)	1,632.33	Meter #48702679 - Training
544	04/14/2021	Claims	1	0	NORTHWEST FIRE FIGHTERS TRUST	70,065.18	April 2021 - Medical

WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 08:30:41 Date: 04/05/2021

04/14/2021 To: 04/14/2021

Page: 2

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
545	04/14/2021	Claims	1	0	PACIFIC OFFICE AUTOMATION	214.70	Copier Lease
546	04/14/2021	Claims	1	0	PACIFIC OFFICE AUTOMATION	53.13	Copies
547	04/14/2021	Claims	1	0	PRAXAIR DISTRIBUTION	26.81	Oxygen - St 51
548	04/14/2021	Claims	1	0	PSR MECHANICAL	1,975.79	HVAC Repairs - St 51
549	04/14/2021	Claims	1	0	PSR MECHANICAL	2,750.83	HVAC Repair - St 51
550	04/14/2021	Claims	1	0	PUGET SOUND ENERGY	4,782.77	Acct #200019536453; St 51
551	04/14/2021	Claims	1	0	PUGET SOUND ENERGY	804.54	Acct #200020658783; St 57
552	04/14/2021	Claims	1	0	RIGHT! SYSTEMS INC	3,048.10	Cisco Smartnet Renewal
553	04/14/2021	Claims	1	0	SEAWESTERN, INC.	68,277.41	Hose And Nozzles
570	04/14/2021	Claims	1	0	SHI	6,806.71	Office 365 Renewal
554	04/14/2021	Claims	1	0	STERICYCLE	65.85	Bio Hazard Disposal
555	04/14/2021	Claims	1	0	SUMMIT LAW GROUP	1,273.00	Legal Fees
556	04/14/2021	Claims	1	0	TITAN ELECTRIC	1,512.00	Training Tower Repairs
557	04/14/2021	Claims	1	0	US BANK	2,300.52	Charges For Card Ending 4689 & 5507
558	04/14/2021	Claims	1	0	VERIZON WIRELESS	46.49	Suppression Cell Phones
559	04/14/2021	Claims	1	0	VERIZON WIRELESS	843.17	Smart Phones
560	04/14/2021	Claims	1	0	WALTER E NELSON CO OF WESTERN WA	408.57	Cleaning Supplies
561	04/14/2021	Claims	1	0	WASHINGTON COUNTIES INSURANCE FUND	5,596.00	Dental / Life / EAP - April 2021
568	04/14/2021	Payroll	1	0	WASHINGTON NATIONAL INS CO	90.10	Pay Cycle(s) 03/31/2021 To 03/31/2021 - CONSECO
562	04/14/2021	Claims	1	0	WASHINGTON STATE DEPARTMENT OF REVENUE	288.90	Q1 2021 Leasehold Excise Tax
563	04/14/2021	Claims	1	0	WESTLAKE HARDWARE	29.72	Replacement Lock From Forced Entry Inc #21-652
569	04/14/2021	Payroll	1	0	WSCFF EMPLOYEE BENEFIT TRUST	8,800.00	Pay Cycle(s) 03/31/2021 To 03/31/2021 - MERP1
564	04/14/2021	Claims	1	0	ZIPLY FIBER	216.49	Phones - St 51
001 General Fund 10-016-0010						297,789.14	
							Claims: 195,388.36
						297,789.14	Payroll: 102,400.78

WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 18:47:51 Date: 04/01/2021

04/14/2021 To: 04/14/2021

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
522	04/14/2021	Claims	4	0	US BANK	76.88	Charges For Card Ending 4689
523	04/14/2021	Claims	4	0	WASHINGTON COUNTIES INSURANCE FUND	2,845.63	LEOFF I - Medical Insurance Premiums - April 2021
004 Reserve Fund 10-016-6010						2,922.51	
						<u>2,922.51</u>	Claims:
						2,922.51	2,922.51

Northshore Fire Department
Fire Commissioner Request for Compensation

[illegible]

**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.

Joshua M Pratt Digitally signed by Joshua M Pratt
Date: 2021.04.01 13:20:22 -07'00'

Signature

4/1/2021


Date _____

[illegible]

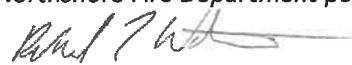
Date _____

Northshore Fire Department
Fire Commissioner Request for Compensation

Month: 3	Year: 2021	Name: Rick Webster	
Date	Description of Activity	Hours	
3/1/21	Prep for Board of Commissioners Mtg	2.5	
	Community Communication Committee	1	
3/2/21	Combined Commissioners Mtg	2.5	
3/9/21	Agenda Discussion Mtg	2	
3/15/21	Prep for Board of Commissioners Mtg	2	
3/16/21	Combined Commissioners Mtg	2	
3/22/21	Prep for Board of Commissioners Special Mtg	2	
3/23/21	Special 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.



3-29-2021

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.

Richard Verlinda

4-1-21

Signature

Date _____

Fire Chief's Report
Submitted by Chief Ahearn
April 6, 2021

Operations Report:

Our two new were placed into service and have been operating very well. Minor punch list items are being addressed through BC Tagart.

We will be hosting a vaccination clinic at Station 51 on April 13, 2021 for our residents living in our Mobile Home communities. We anticipate vaccinating approx. 70 NSFD citizens.

Our crews are attending tactics training put on by the NKCTC along with Human resource and evaluation training taught by our very own HR director Shannon Moore.

Completed our PSERN or Puget Sound Emergency Radio Network submission in preparation for new radios towards the end of 2021.

DC McDonald attended a 3-hour community forum on March 31 from 1700-2000. He presented the districts presentation on merging with WF-R.

3 of the 4 shifts and including DC McDonald have completed the orientation on our new hose. C shift will have their training completed shortly. There was significant hands-on manipulation of the hose and nozzles. Great class taught by FF Jayden Petro.

Based on Commissioner requests I have reported on the 90% fractile in regard to reaction.

Reaction time 51 90% Fractile	Reaction Time 57 90% Fractile
A shift 2:25	A shift 1:52
B shift 2:42	B shift 2:00
C shift 2:23	C shift 4:41
D shift 2:01	D shift 1:49

Call Types	Number of Calls March 1-11, 2021
Unauthorized Burning	1
Structure Fire	2
Natural Vegetation	1
EMS	112
Chemical Release	0
Service Call	1
Smoke Odor	1
Public Service	11
Dispatched and cancelled	23
Steam/Gas thought to be smoke	4
False alarm/system malfunction	6
Other	1
Total calls	163

Training:**North King County Training Consortium (NKCTC):**

- NKCTC administered the midterm for a Northshore probationary firefighter.
- NKCTC will administer a final written and practical exam for a Northshore probationary firefighter. This will be the first final exam process across the participating agencies.
- NKCTC completed the Multi-Company Evolutions at Station 51. The drill was built on February's North End Drill of Rapid Intervention Crew deployment in creating a mayday drill for two trapped firefighters. The drill was coordinated to include NORCOM for dispatching the units assigned to each specific evolution.
- The Training Officers have been collaborating on the framework of a Fire Academy for 2021.
- The Training Officers delivered Tactical Training for Company Officers and Battalion Chiefs with a focus on repetitions of initial radio reports, follow-up radio reports, and transfers of command to the incoming Battalion Chief.
- NKCTC had a Leadership, Education, and Development class for crews delivered by the Human Resources representatives from each of the participating agencies on April 1, 2, 5, and 6.

Fire Prevention:

- 13 sprinkler inspections
- 12 code enforcement inspections
- Final inspection at The Lodge – hood system
- Tour of the Lodge with Carl Lunak
- Installed CodePAL (Inspection program) onto Jen's computer
- WSFAM webinar: Mobile Food Preparation Vehicles
- Compiled 2nd Quarter inspections for the crews – (Jen entering data)
- Pulled statistics & reports for Annual Report

NEMCO:

- EM Lunak and FI Booth along with some NEMCo volunteers shot a few video clips to present to CERT students in upcoming classes including one of fire extinguisher use and basic search and rescue techniques.
- NEMCo volunteers and EM Lunak met with Bastyr University to discuss supporting their CERT program and utilizing their facility for future classes
- EM Lunak completed a review of the draft Emergency Response Plan for Northshore Utility District that is due in June of 2021

- NEMCo participated in the first planning meeting for the Cascadia Rising 2022 functional full scale exercise with the representatives from King County, Washington State and FEMA

Formal Statement for Commissioner reports to be read at Commissioner meeting on April 6, 2021

It's clear from my record in previous meetings that our current course for consolidation isn't my preferred course. This is due primarily to its focus on cost savings at the expense of service level improvements. However, I agreed to support our current course because I felt that it did provide some measure of operational efficiencies, the potential for service level improvements and could lead to a framework for broader regional mergers.

I want the citizens of Kenmore and Lake Forest Park, the Northshore Board, Northshore fire admin and firefighters to know that I continue to feel that consolidation provides the best opportunity for improved service levels and operational efficiencies. Please also know that moving forward I will continue to work for and support consolidation that seeks these ends. But, effective consolidation requires the support of all vested parties and unfortunately our current endeavor not only lacks support from our firefighters; it has their unanimous and robust opposition. The failure to gain the firefighters support is a failure of communication and leadership. As the vice chair of this board and member of committees dedicated to promoting this merger a measure of this failure is mine. As a result, I feel it inappropriate for me to continue to push this merger forward and have to formally withdraw my support. My hope is that from this likely failed attempt we will learn, grow and be able to move forward with clarity and a better understanding of how to successfully merge the North King County agencies.

Thank you,

Commissioner Pratt