



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

MINUTES

March 16, 2021

REGULAR MEETING BOARD OF COMMISSIONERS at Northshore Fire Department's Headquarters Station 51 Virtual Meeting via Zoom

I. OPEN JOINT NORTHSHORE WOODINVILLE FIRE AND RESUE MEETING

1.1 Roll Call

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

Persons in attendance for Northshore Fire were Commissioners Rick Verlinda, Josh Pratt, Don Ellis, Rick Webster, and Dave Maehren. Also present was Deputy Chief Doug McDonald, Legal Counsel Matt Paxton, and Board Secretary Amy Oakley.

Additional persons in attendance for Woodinville Fire & Rescue were Commissioners Roger Collins, Mike Millman, and Tim Osgood. Also present was CAO Joan Montegary and Executive Assistant/Board Secretary Nicole Frisch. Commissioner Doug Halbert and Fire Chief Greg Ahearn were absent. Commissioner Derek van Veen joined the meeting during public comment.

Also present were 56 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, and the patient transport program.
- 2.3 Kenmore resident and Shoreline firefighter, Todd Wollum addressed the Commissioners with comments related to the merger, and Woodinville Fire Marshall position.
- 2.4 Gabe DeBay, representing Shoreline Firefighters, Local 1760, addressed the Commissioner with comments related to the merger.
- 2.5 Peter Briner, representing Woodinville Fire and Rescue Firefighters, Local 2950, addressed the Commissioners with comments related to the merger.

- 2.6 Mike Groff, representing Bothell Professional Firefighters, Local 2099, addressed the Commissioners with comments related to the merger.
- 2.7 Kenmore resident, Molly Burdeen, addressed the Commissioners with comments related to the merger.
- 2.8 Woodinville resident, Miquette Karnan, addressed the Commissioners with comments related to the merger.
- 2.9 Anders Hansson, representing Northshore Firefighters, Local 2459, addressed the Commissioners with comments related to the merger.
- 2.10 Kenmore resident and Shoreline firefighter, Eric Adman addressed the Commissioners with comments related to the merger.
- 2.11 Robert Carrasquillo, representing Northshore Firefighters, Local 2459, addressed the Commissioners with comments related to patient transport program.

III. APPROVAL OF THE AGENDA

- 3.1 Commissioner Maehren moved to add Fireworks Ordinance Comments as Item 4.4. Commissioner Verlinda seconded.

Commissioner Maehren moved to approve the agenda as ammended. Commissioner Verlinda seconded. The motion passed unanimously.

IV. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

- 4.1 Community Communications Update
 - Next meeting of the Community Communications is April 5th.
- 4.2 Merger Progress Report
 - DC McDonald provided a presentation regarding Considerations for a Merged Agency.
 - The Commissioners discussed the presentation.
- 4.3 Merger Next Steps
 - Commissioner Verlinda asked a question of Legal Counsel Paxton regarding a letter from Local 2459.
 - Commissioner Verlinda asked questions regarding merger progress and next steps.
 - Commissioner Webster and Commissioner Maehren provided an update on their informal roundtable with labor last week.

Commissioner Verlinda moved that the Northshore Board of Commissioners cease any and all efforts in moving forward with this merger consolidation with Woodinville Fire and Rescue until such time that we are working with the support and cooperation of the Northshore Firefighters Local 2459. Commissioner Pratt seconded. The Board discussed. The motion passed 3-2. Commissioners Verlinda, Pratt, and Ellis voted to approve the motion. Commissioners Maehren and Webster voted to oppose the motion.

4.4 Fireworks Ordinance

- The Board discussed the King County Council's proposed ban on fireworks.

Commissioner Maehren moved to support King County Council's ban on fireworks. Commissioner Pratt seconded. The motion passed unanimously for Northshore.

Commissioner Osgood moved to support King County Council's ban on fireworks. Commissioner van Veen seconded. The motion passed unanimously for Woodinville.

4.5 Next Joint Meeting Agenda Items

- The Boards discussed discontinuing joint meetings.

EXECUTIVE SESSION

The Board moved into Executive Session at 6:36PM until 6:46PM to discuss matters related collective bargaining pursuant to RCW 42.30.140 (4)(b).

The Board moved back to open session at 6:47PM. No action was taken.

ADJOURNMENT

The joint meeting adjourned at 6:49PM.

NEXT MEETING DATE

There is no joint meeting planned at this time.

V. OPEN REGULAR NORTHSORE MEETING

5.1 Roll Call

Chair Rick Webster called the meeting to order at 7:12 PM.

Persons in attendance were Commissioners Rick Verlinda, Don Ellis, Rick Webster, and Dave Maehren. Also present was Deputy Chief Doug McDonald, Legal Counsel Matt Paxton, CAO Joan Montegary, Executive Assistant Nicole Frisch, Board Secretary Amy Oakley, and 36 members of the public. Fire Chief Greg Ahearn was absent.

VI. PUBLIC COMMENT

- 6.1 Jeremiah Ingersoll, representing Northshore Firefighters, Local 2459, addressed the Commissioners with comments related to the merger.

VII. APPROVAL OF THE AGENDA

- Commissioner Maehren moved to add What Now as Item 8.2. Commissioner Verlinda seconded.

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

VIII. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

- 8.1 Administrative Policy 1450

Commissioner Maehren moved to approve the policy. Commissioner Ellis seconded. The Board discussed. The motion passed unanimously.

8.2 What Now.

- The Board discussed Commissioner Verlinda and Commissioner Webster meeting with the Local 2459 this week.

IX. BOARD RESOLUTIONS

None

X. CONSENT AGENDA

10.1 Vouchers

- The General Fund Vouchers totaled \$104,129.99 and Reserve Fund Vouchers totaled \$2,923.19.

10.2 Approval of Regular Meeting Minutes 3/2/2021

Commissioner Ellis moved to approve the consent calendar as presented. Commissioner Pratt seconded. The Board discussed. The motion passed unanimously.

XI. REPORTS

11.1 Fire Chief Report

In addition to the written report provided in the meeting materials, DC McDonald reported:

- DC McDonald provided a COVID-19 and vaccination mobile unit update.

11.2 Commissioner Reports

- Commissioner Maehren thanked new Board Secretary, Amy Oakley.

11.3 Legal Counsel Reports

- No report.

XII. UPCOMING BOARD AGENDAS

12.1 Setting of Future Meeting Agenda(s)

- What Now added under Board Discussions
- Executive Session with Legal Counsel to discuss letter from Labor

ADJOURNMENT

The meeting adjourned at 7:35PM

NEXT MEETING DATE

The next regularly scheduled Commissioners meeting is for April 6, 2021.

Attachments: Agenda, Deputy Fire Chief's Presentation, Policy 1450, Vouchers, and March 2nd minutes, and Fire Chief's Report.

BOARD OF COMMISSIONERS

Abstain

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_RegularMtng_2021-03-16_and_attachments.pdf; DRAFT Minutes_RegularMtng_2021-04-06_with_attachments.pdf; DRAFT Minutes_SpecialMtng_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 RegularMtna 2021-03-16 and attachments.pdf
DRAFT Minutes RegularMtna 2021-04-06 with attachments.pdf
DRAFT Minutes SpecialMtna 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**



Northshore Fire Department Board of Commissioners

Headquarters Station 7220 NE 181st Street, Kenmore, WA

Joint Regular Meeting of the Boards of Fire Commissioners Northshore Fire Department and Woodinville Fire & Rescue and

Board of Commissioners Regular Meeting Agenda

Tuesday, March 16, 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/84899882688?pwd=T3R0WHpSb2k1WWVoaGo3aTlmWE1MQT09>

Call in to Zoom Meeting at:
253-215-8782

Meeting ID: 848 9988 2688

Passcode: 216568

- I. Open Joint Northshore Woodinville Fire and Rescue 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 Community Communications Update
 - 4.2 Merger Progress Report
 - 4.3 Merger Next Steps
 - 4.4 Next Joint Meeting Agenda Items



Executive Session

To discuss matters related to collective bargaining pursuant to RCW 42.30.140 (4)(b)

Adjourn Joint Meeting

Next Joint Meeting: April 6th, 2021 at 5:00 PM

V. Open Regular Northshore Board Meeting

5.1 Roll Call

VI. Public Comment

6.1 Public Comment

VII. Approval of Agenda

7.1 Approval of the Meeting Agenda

VIII. Board Discussion and Possible Action Items

8.1 Review of Administrative Policy 1450

IX. Board Resolutions

None

X. Consent Agenda

10.1 Vouchers

10.2 Approval of Regular Meeting Minutes 3/2/2021

XI. Reports

11.1 Fire Chief Report

11.2 Commissioner Reports

11.3 Legal Counsel Report

XII. Upcoming Board Agendas

12.1 Setting of Future Meeting Agenda(s)

Adjournment

Next Regular Meeting: April 6th, 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.



Considerations for a Merged Agency

Northshore Fire Department and Woodinville Fire & Rescue

Presented to the Joint Boards
of Fire Commissioners

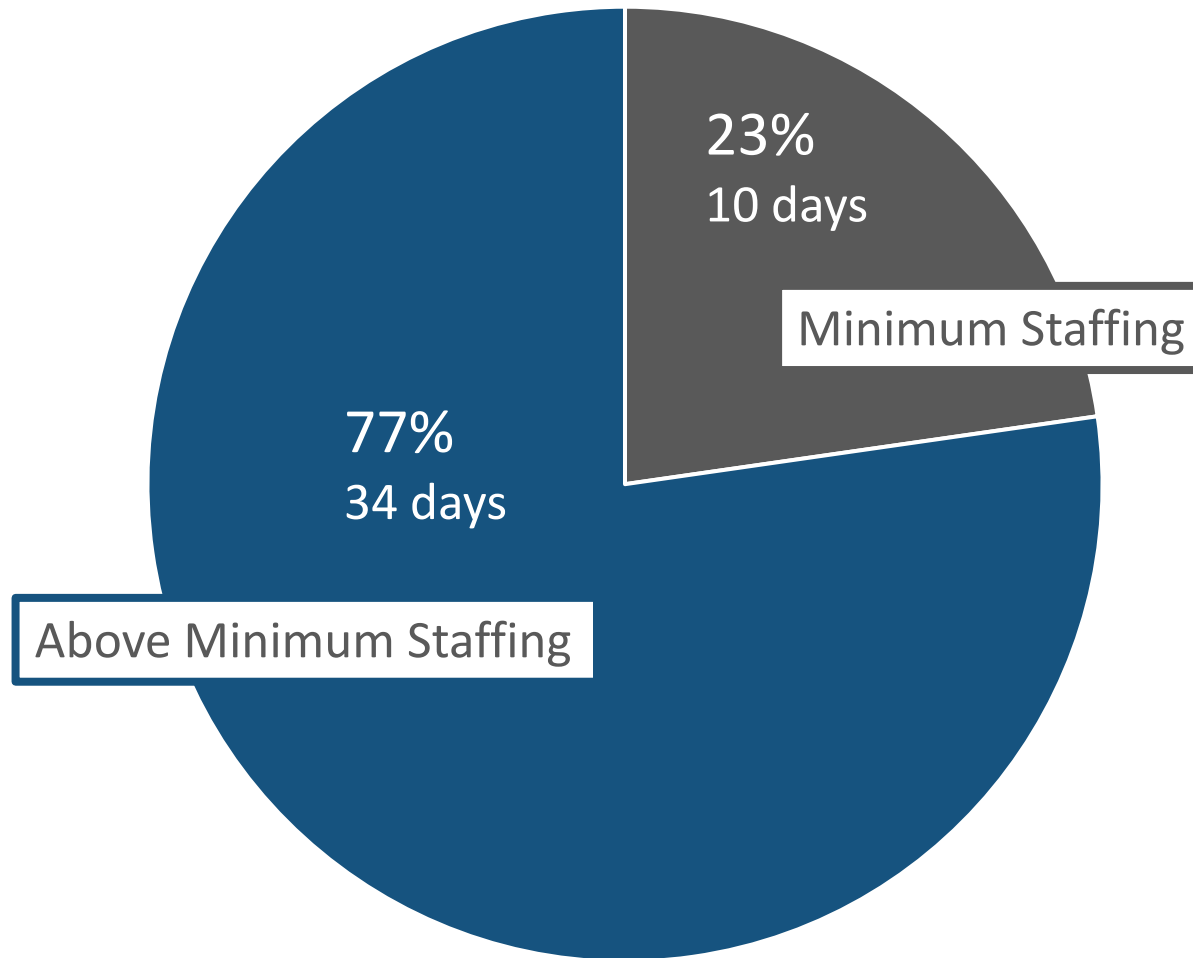
March 16, 2021



Deployment of Personnel in a Merged Agency

Staffing

February 1 through March 16, 2021





Level of Service

77% the time between February 1 and March 16 we would have at least one additional unit in service.

13
days

Additional cross-staffed Engine/Aid Car

11
days

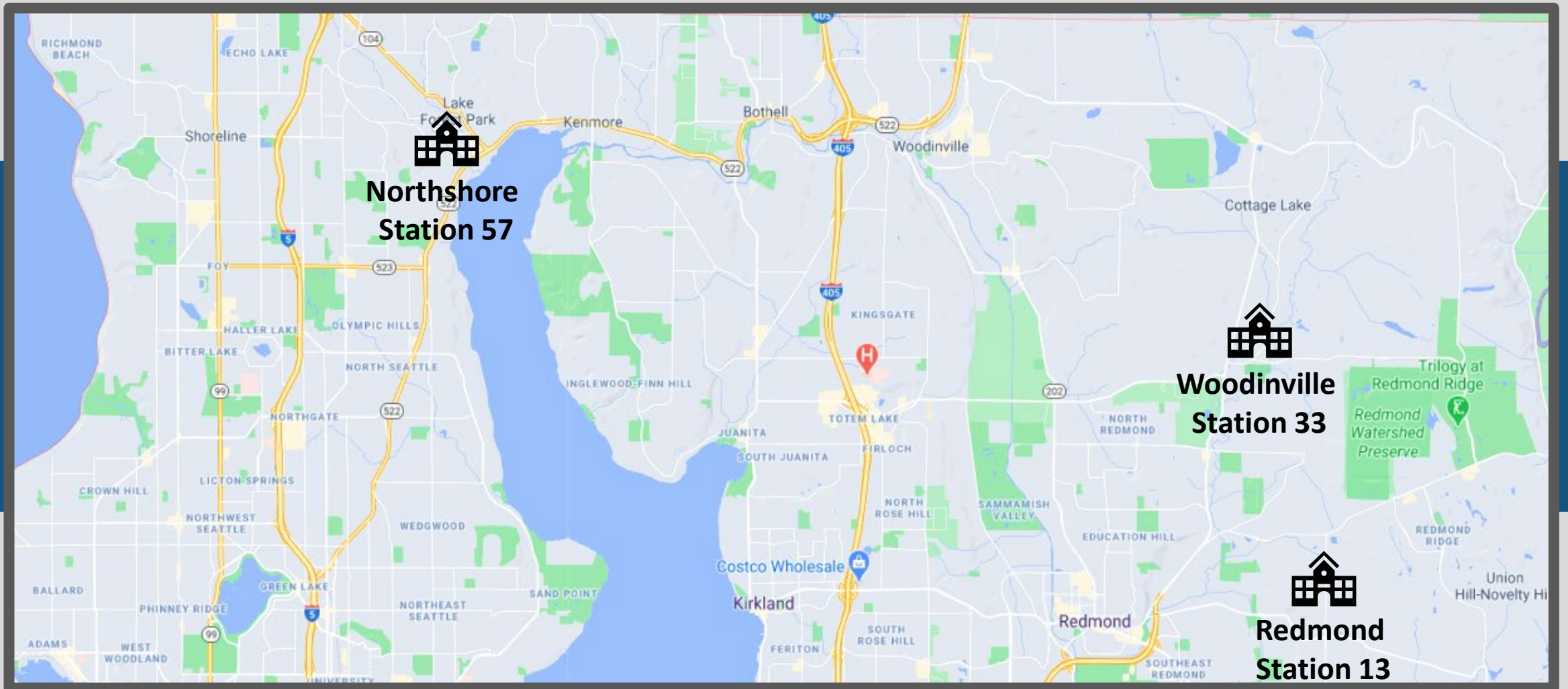
Additional Aid Car

10
days

Additional Aid Car *and* an additional cross-staffed Engine/Aid Car



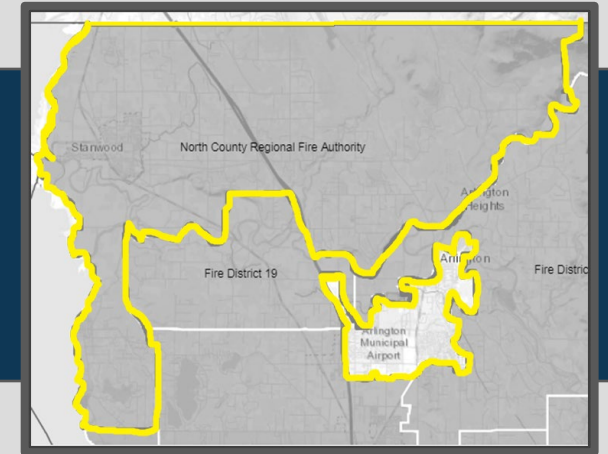
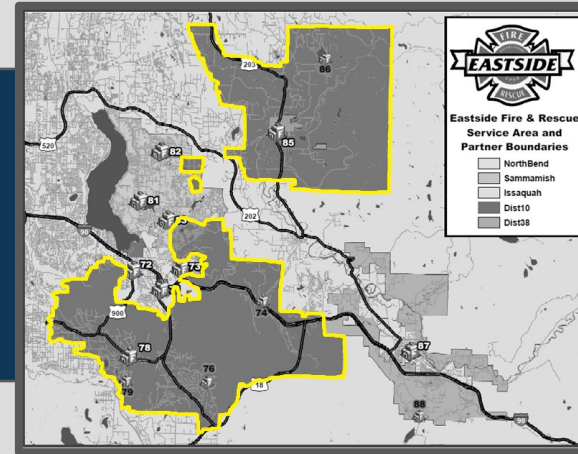
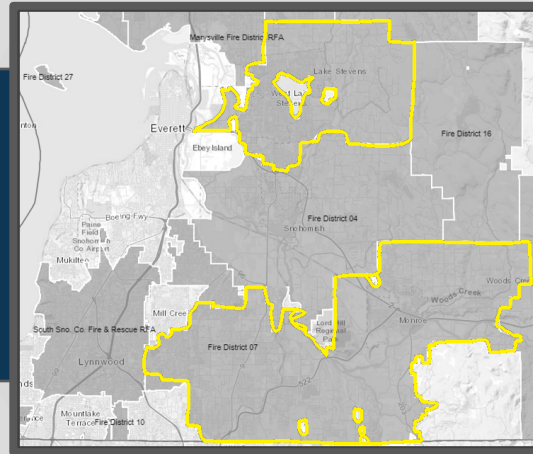
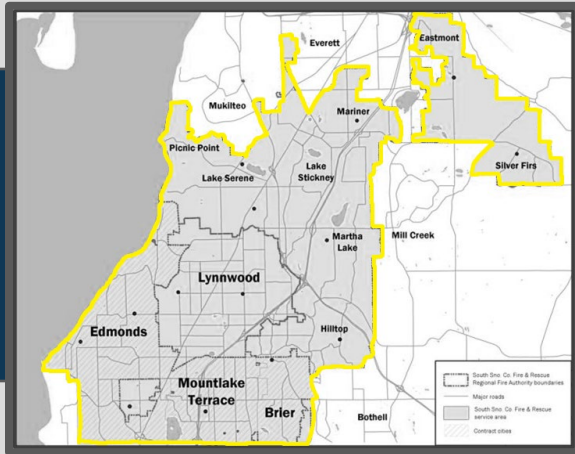
Level of Service – Staffing Flexibility





Non-Contiguous Borders

The law allowing for mergers of non-contiguous districts was effective in 2017.



South County Fire & Rescue

Snohomish Regional Fire & Rescue

Eastside Fire & Rescue

North County Regional Fire Authority



Partnership



Communication



Teamwork

- 16 Joint Labor/Management Meetings
- 13 Merger update emails from Chief Ahearn to all employees
- 8 Joint Board of Fire Commissioners Meetings
- 6 Shared Administrative Positions
- 5 Joint Leadership Team Meetings
- 5 Joint BC/DC Meetings
- 4 Communications Sub-Committee Meetings

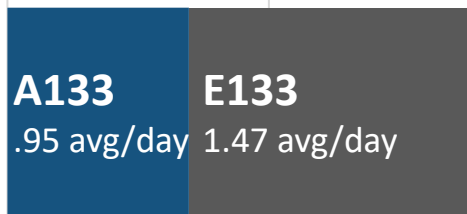


Calls By Station – Woodinville 2020 Actual

Station 31
2,192



Station 33
704



Station 35
912



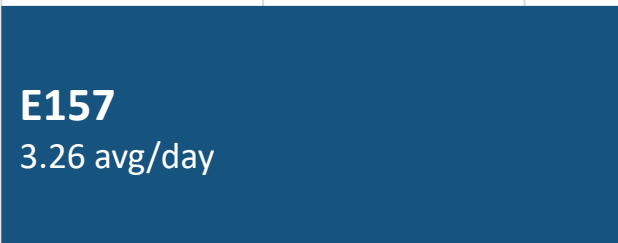


Calls By Station – Northshore 2020 Actual

Station 51
2,340



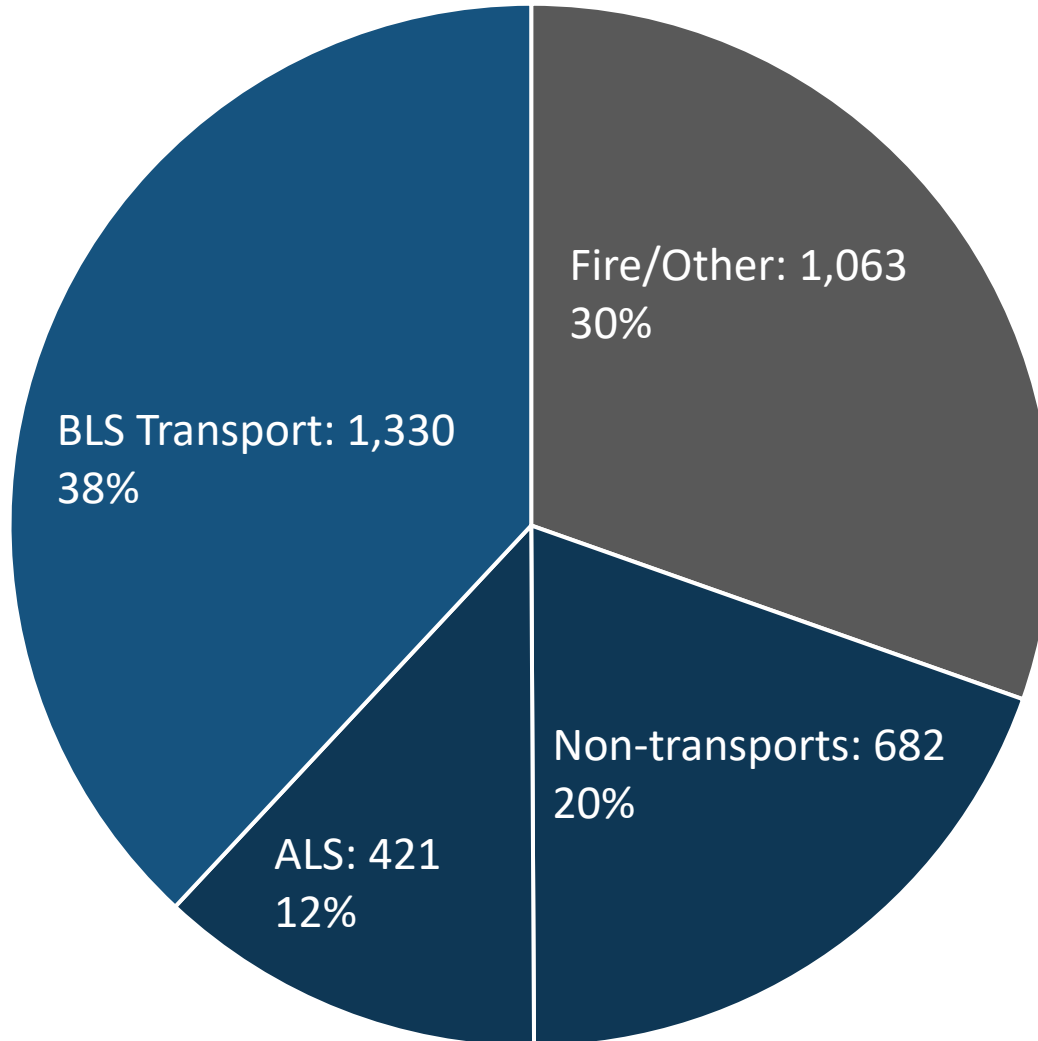
Station 57
1,155





Patient Transport at No Additional Cost

Northshore Fire Department – 2020 Actual



1,330 BLS transports
an average of **3.6** per day

Transported
by NFD **8%**



1,193 BLS transports
an average of **3.3** per day

Transported
by WF&R **79%**



Questions?

NORTHSHORE FIRE DEPARTMENT

ADMINISTRATIVE POLICY AND PROCEDURES/GUIDELINES

SUBJECT: Commissioner Meeting Minutes

Policy Number:	1450	Approved By:	Board of Commissioners
Effective Date:	July 1, 2008	Revision Date:	May 15 February 19, 20182019
Pages:	3	Attachments:	0

1 PURPOSE

- 1.1 To outline the policy and procedure for the creating, approving, and retaining of the official Board of Commissioners meeting minutes.

2 REFERENCES

- 2.1 RCW 42.30.030, *Minutes*
- 2.2 RCW 40.14.070, *Destruction of Local Records*

3 RESPONSIBILITY

- 3.1 Board meeting minutes shall be developed and maintained in accordance with this policy.
- 3.2 The District Secretary or designee shall record and develop a permanent set of minutes for the Board meetings as required by policy and applicable law.

4 POLICY

- 4.1 ~~Northshore Fire Department shall promptly record minutes~~ develop a written set of minutes for ~~of~~ all regular and special Board meetings.

~~4.1.1~~

- ~~4.1.2~~ 4.1.1.1 Exception: discussions held during executive sessions shall not be recorded or documented in the meeting minutes.

- 4.2 Board meeting minutes shall be a record of the items discussed and the actions taken by the Board. The minutes should contain the following:

4.2.1 Date, time and location of the meeting.

4.2.2 The presiding officer.

4.2.3 Board members, District employees, legal advisor, consultants and as available, the number of visitors who are present.

4.2.4 Items discussed during the meeting and the results of any voting that occurred.

4.2.4.1 Voting shall be recorded by name when the vote is not unanimous.

4.2.5 Documentation of action items and/or assignments, ~~and their~~ due dates and person(s) assigned.

4.2.6 Documentation of executive sessions with a general statement of the purpose, RCW citation and duration of each session.

~~4.2.6~~ 4.2.7 Next meeting agenda items will be listed.

Formatted

~~4.2.74.2.8~~ Time of adjournment.

~~4.2.84.2.9~~ Documentation of meeting minutes attachments.

~~5.0~~ Minutes from Board meetings shall be considered an essential record and be maintained and archived as specified by law.

~~Once formally approved Such records and written meeting minutes and essential materials shall be posted to the Northshore Fire Department website, and open to the public for inspection upon request.~~

~~6.0.0~~

75 PROCEDURES/GUIDELINES

~~7.15.1~~ The Secretary or designee shall be present at Board meetings and will document the proceedings in preparation for the development of official minutes.

~~7.25.2~~ The Secretary will complete and distribute a draft version of the minutes via e-mail to the Board members, and Fire Chief within ~~seven~~three calendar days for their review and suggested modifications.

~~7.215.2.1~~ Suggested modifications shall be emailed to the Board Secretary, Board Chairmembers, and Fire Chief ~~by the Friday prior to the next Board meeting~~within seven days of the board meeting.

~~5.3~~ The Secretary shall incorporate the suggested modifications received from the reviewers into the draft minutes. Modifications that require board discussion shall be highlighted; and include the name of the requestor, added and deleted text shall be indicated ~~with a strikethrough~~. ~~The Secretary shall email the revised minutes to the Board on the Monday prior to the next regularly scheduled meeting.~~

~~5.4~~ Draft meeting minutes shall be provided to the Board with the meeting materials of the next subsequent regular meeting.

~~7.225.4.1~~

~~7.235.5~~ In the event multiple, conflicting or questionable modifications are submitted, the Secretary will add each recommendation into the minutes denoting the different submitters and email the compiled minutes to the Board. The Board will discuss the items in question at the next regularly scheduled meeting. Draft meeting minutes shall be provided to the Board with the meeting materials of the next subsequent regular meeting.

~~7.35.6~~ Formal approval of minutes shall be made during an open Board meeting ~~as part of the Consent Calendar discussion.~~

~~7.4.0~~ Minutes ready for approval shall be listed by meeting date on the agenda ~~under the Consent Calendar.~~

~~7.5.0~~ The Board will discuss any proposed minutes and take action to accept or modify. ~~Once finalized, the Board shall officially adopt the minutes.~~

~~7.65.7~~ Approved minutes, along with attachments of any documents that were distributed or discussed at the meeting, shall be posted to the department website and maintained in accordance with state law.

~~7.6.1~~ The original minutes and attachments shall be maintained in a binder organized by year in chronological order.

Formatted

Commented [DM1]: 5.5.1 and 5.5.2 Are we required to maintain a hard copy of the record or does an electronic copy suffice?

~~7.6.2 The original minutes from the current year and the preceding two years shall be maintained at the District headquarters.~~

~~7.7 The approval of Approved resolutions shall be documented in the minutes, posted to the department website and maintained in accordance with state law, and the original resolutions shall be maintained in a separate binder.~~

5.8

~~7.7.1 The original resolutions shall be maintained in a binder organized by year in chronological order.~~

~~7.7.2 The original resolutions from the current year and the preceding two years shall be maintained at the District headquarters.~~

~~7.7.3 The resolutions shall also be posted on the Northshore Fire Department website.~~

~~7.8 After being maintained at District headquarters for the period specified in 5.4.2, original resolutions, original minutes and attachments shall be transferred to, and preserved at the Regional Archive Building.~~

~~7.8.1 Such records are considered Official Public Record and are permanent records that require secure backup.~~

~~7.8.2 After the records are archived by the State Archive the District shall receive an electronic copy of archived records.~~

~~7.8.3 The electronic copy of the archived records from the State shall be maintained in the District Records Room.~~

Formatted: Outline numbered + Level: 2 + Numbering
Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at:
0.5" + Tab after: 1" + Indent at: 1"

WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 12:07:12 Date: 03/15/2021

03/24/2021 To: 03/24/2021

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
373	03/24/2021	Claims	1	0	AUTOGRAPHICS	127.51	SCBA Mask Decals
374	03/24/2021	Claims	1	0	CENTURY LINK	64.67	Phones - Station 57
375	03/24/2021	Claims	1	0	CFO SELECTIONS LLC	412.50	Tom B
376	03/24/2021	Claims	1	0	CHMELIK SITKIN & DAVIS PS	2,399.50	Legal Fees - General Business
377	03/24/2021	Claims	1	0	CHMELIK SITKIN & DAVIS PS	8,662.00	Legal Fees - Consolidation
378	03/24/2021	Claims	1	0	CHMELIK SITKIN & DAVIS PS	7,053.00	Legal Fees - Public Records Request
379	03/24/2021	Claims	1	0	DIMARTINO ASSOCIATES	3,244.64	April LTD Employee Premiums
380	03/24/2021	Claims	1	0	EASTSIDE PUBLIC SAFETY COMM. AGENCY	1,061.55	March 2021 Radio Fees
381	03/24/2021	Claims	1	0	EASTSIDE PUBLIC SAFETY COMM. AGENCY	489.44	March 2021 Maintenance Agreement
382	03/24/2021	Claims	1	0	FINISHING TOUCHES LANDSCAPING	275.25	Backflow Testing
383	03/24/2021	Claims	1	0	FIRE TECH ACADEMY	350.00	Decision Making For Initial Company Operations 4/8-4/9 - FF Ross
384	03/24/2021	Claims	1	0	KING COUNTY FINANCE DIVISION	1,867.00	February 2021 I-Net
385	03/24/2021	Claims	1	0	KING COUNTY FIRE COMMISSIONERS ASSOCIATI	180.00	2021 Annual Membership
386	03/24/2021	Claims	1	0	KING COUNTY FIRE PROTECTION DISTRICT 16	448.46	Petty Cash Checking Reimbursement
387	03/24/2021	Claims	1	0	KROESEN'S, INC.	378.69	Boots - McInturff
388	03/24/2021	Claims	1	0	L. N. CURTIS & SONS	556.30	FF Gloves
389	03/24/2021	Claims	1	0	L. N. CURTIS & SONS	133.74	Pritchett & McDonald - Badges & Helmet Fronts
390	03/24/2021	Claims	1	0	LIFE ASSIST	120.16	EMS Supplies - St 51
391	03/24/2021	Claims	1	0	LIFE ASSIST	53.99	EMS Supplies - St 51
392	03/24/2021	Claims	1	0	LIFE ASSIST	528.48	COVID Supplies
393	03/24/2021	Claims	1	0	NATURAL CONCEPT LANDSCAPE	532.15	Landscaping - Station 51
394	03/24/2021	Claims	1	0	NORCOM	49,152.10	2nd Quarter 2021
395	03/24/2021	Claims	1	0	NORTHSHORE UTILITY DISTRICT (NUD)	4,580.55	Feb 2021 - Fleet Fuel & Maintenance
396	03/24/2021	Claims	1	0	O'REILLY AUTO PARTS	48.38	Wash Mitts
397	03/24/2021	Claims	1	0	PACIFIC OFFICE AUTOMATION	65.53	Copier - Meter Reading
398	03/24/2021	Claims	1	0	PRAXAIR DISTRIBUTION	21.86	Oxygen - Station 51
399	03/24/2021	Claims	1	0	PSR MECHANICAL	2,713.85	HVAC Repair - Station 51
400	03/24/2021	Claims	1	0	REPUBLIC SERVICES #172	364.49	Garbage/Recycling - Station 51
401	03/24/2021	Claims	1	0	REPUBLIC SERVICES #172	154.17	Garbage - Station 57
402	03/24/2021	Claims	1	0	SEAWESTERN, INC.	7,085.79	Standpipe Bag Kits & Swivel Bell Reducers
403	03/24/2021	Claims	1	0	SHI	428.95	Second Year Office 365 G1 Plan
404	03/24/2021	Claims	1	0	STERICYCLE	66.62	Bio Hazard Disposal
405	03/24/2021	Claims	1	0	TITAN ELECTRIC	2,918.87	Station 57 - Electrical Work On Flag Pole Light
406	03/24/2021	Claims	1	0	TOWN CENTER HARDWARE	174.16	Air Mattress; Cable Ties; Ice Machine Repair
407	03/24/2021	Claims	1	0	UNITED PARCEL SERVICE	16.42	Shipping
408	03/24/2021	Claims	1	0	UNITED PARCEL SERVICE	10.62	Shipping
409	03/24/2021	Claims	1	0	US BANK	2,509.96	GEN Fund Charges - Cards Ending 4689 & 5507
410	03/24/2021	Claims	1	0	VERIZON BUSINESS	728.01	Phones - VOIP System
411	03/24/2021	Claims	1	0	VERIZON WIRELESS	1,006.32	Smart Phones

WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 12:07:12 Date: 03/15/2021

03/24/2021 To: 03/24/2021

Page: 2

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
412	03/24/2021	Claims	1	0	WOODINVILLE FIRE & RESCUE	3,144.31	Shared IT Services
001 General Fund 10-016-0010						104,129.99	
						<u>104,129.99</u>	Claims: 104,129.99

WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 12:06:44 Date: 03/15/2021

03/24/2021 To: 03/24/2021

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
370	03/24/2021	Claims	4	0	GARY PEDERSEN	645.00	LEOFF I Reimbursements
371	03/24/2021	Claims	4	0	TOWN CENTER HARDWARE	222.01	Fasteners, Rope, Basket, Mounting Tape - New Apparatus
372	03/24/2021	Claims	4	0	US BANK	2,056.18	RES Fund Charges - Cards Ending 4689 & 5507
004 Reserve Fund 10-016-6010						2,923.19	
						<u>2,923.19</u>	Claims: 2,923.19



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

MINUTES

March 2, 2021

REGULAR MEETING BOARD OF COMMISSIONERS at Northshore Fire Department's Headquarters Station 51 Virtual Meeting via Zoom

I. OPEN JOINT NORTHSHORE WOODINVILLE FIRE AND RESUE MEETING

1.1 Roll Call

Chair Roger Collins called the meeting to order at 5:00 PM.

Persons in attendance for Northshore were Commissioners Rick Verlinda, Josh Pratt, 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.

Additional persons in attendance for Woodinville Fire & Rescue were Commissioners Roger Collins, Mike Millman, Tim Osgood, Derek van Veen, and Doug Halbert. Also present was CAO Joan Montegary and Executive Assistant/Board Secretary Nicole Frisch.

Also present were 50 members of the public

II. PUBLIC COMMENT

- 2.1 Jeremiah Ingersoll, representing Northshore Firefighters, Local 2459, addressed the Commissioners with comments related to the merger.
- 2.2 Mike Groff, representing Bothell Professional Firefighters, Local 2099, addressed the Commissioners with comments related to the merger.
- 2.3 Kenmore resident, Eric Adman addressed the Commissioners with comments related to the merger.
- 2.4 Peter Briner, representing Woodinville Fire and Rescue Firefighters, Local 2950, addressed the Commissioners with comments related to the merger.
- 2.5 Gabe DeBay, representing Shoreline Firefighters, Local 1760, addressed the Commissioner with comments related to the merger.
- 2.6 Kenmore resident, Todd Wollum addressed the Commissioners with comments related to the merger.
- 2.7 Lake Forest Park resident, Mike Dee addressed the Commissioners with comments related to the merger and upcoming voters' forum.

III. APPROVAL OF THE AGENDA

- 3.1 Commissioner Maehren moved to add a statement to the agenda as Item 4.1. The motion was not seconded.

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

IV. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

4.1 Community Communications Update

- Commissioner Millman provided an update on the Community Communications subcommittee.
- The joint Boards discussed a new name for the new combined agency.

Commissioner Maehren moved the Northshore Board recommend that the new merged agency name be Northshore Fire and Rescue subject to collaboration with administration, staff, and labor. Commissioner Webster seconded. After discussion by the Northshore Board, Commissioner Maehren withdrew his motion.

Commissioner Millman moved that the Woodinville Board recommend the name of the new merged agency name be Northshore Fire and Rescue pending successful merger vote and collaboration with staff and labor. The motion was not seconded.

4.2 Merger Progress Report

- Fire Chief Ahearn provided a presentation on the benefits of a merged agency. The presentation was added to the meeting's related documents.
- The joint Boards discussed the presentation.

4.3 Merger Next Steps

- Fire Chief Ahearn reported that the Woodinville City Council passed a resolution in support of the merger.
- Commissioner Collins reported that the intent of the joint Boards is to maintain the headquarters station in Kenmore at Station 51.
- The joint Boards discussed the possibility of hiring a third-party firm to perform an independent analysis of the merger.
- The joint Boards discussed participating in a Lake Forest Park voters' forum tentatively scheduled for March 31, 2021.
- Fire Chief Ahearn added that he will be hosting two community forums in April.
- Commissioner Verlinda proposed delaying the election to November. The joint Boards discussed.

4.4 Next Joint Meeting Agenda Items

- The joint Boards agreed to move the next joint meeting to March 16, 2021.
- The agenda will include all standing joint Board agenda items.

EXECUTIVE SESSION

The Board moved into Executive Session at 6:42PM until 7:02PM to discuss matters related collective bargaining pursuant to RCW 42.30.140 (4)(b).

The Board moved back to open session at 7:02PM. No action was taken.

ADJOURNMENT

The joint meeting adjourned at 7:06PM.

NEXT MEETING DATE

The next joint Commissioners meeting will be on March 16th, 2021 at 5:00 PM

V. OPEN REGULAR NORTHSHORE MEETING

5.1 Roll Call

Chair Rick Webster called the meeting to order at 7:12 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, CAO Joan Montegary, Executive Assistant Nicole Frisch, Board Secretary Amy Oakley, and 20 members of the public.

VI. PUBLIC COMMENT

6.1 Jeremiah Ingersoll, representing Northshore Firefighters, Local 2459, addressed the Commissioners with comments related to the merger and Northshore patient transport program.

6.2 Lake Forest Park resident, Mike Dee addressed the Commissioners with comments related to the merger and upcoming voters' forum.

VII. APPROVAL OF THE AGENDA

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

VIII. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

8.1 Surplus Engines

- Fire Chief Ahearn provided an update on the surplus engines. The Board discussed donating the engines.

Commissioner Pratt moved to approve the resolution as presented at the previous meeting for the surplus of the fire engines (Resolution 21-01). Commissioner Maehren seconded. The motion passed unanimously.

8.2 Review of Administrative Policy 1450

- Commissioner Maehren provided an update of changes made to the draft policy.
- Final approval of the policy will occur at the next meeting.

8.3 Legal Representation at Board Meetings

- The Board discussed legal representation at board meetings.

8.4 Local 2459's Position on Merger

- Commissioner Maehren read a prepared statement. The statement was added to the meeting's related documents.
- The Board discussed meeting with labor in a public roundtable to address concerns.

Commissioner Verlina moved to postpone the election of a merger to the November ballot. Commissioner Pratt seconded. The Board discussed. The motion failed 3-2. Commissioners Webster, Maehren, and Ellis opposed the motion. Commissioner Verlinda and Pratt voted to approve the motion.

IX. BOARD RESOLUTIONS

None

X. CONSENT AGENDA

10.1 Vouchers

- The General Fund Vouchers totaled \$110,703.08 and Reserve Fund Vouchers totaled \$6,314.06.

10.2 Commissioner Compensation

10.3 Approval of Regular Meeting Minutes 2/16/2021

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

XI. REPORTS

11.1 Fire Chief Report

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

- Chief Ahearn thanked BC Tagart, LT Hansson, and LT Ford for their work to outfit the new engines. Commissioners Webster and Maehren attended the push-in ceremony at Station 51, which was also streamed live on Facebook.
- DC McDonald provided a COVID-19 update.
- The department is actively recruiting for a projected August 23rd, 2021 Academy.

11.2 Commissioner Reports

- Commissioner Pratt expressed his disappointment to not form a pro/con committee for the voters' pamphlet.
- Commissioner Maehren thanked Chief Ahearn, DC McDonald, and all staff involved in ordering the new fire engines.
- Commissioner Webster thanked the staff who outfitted the new engines and acknowledged their efforts and hard work.

11.3 Legal Counsel Reports

- The boundary review board process is complete.
- Mr. Paxton thanked District Secretary Nicole Frisch for her timely and exceptional efforts.

XII. UPCOMING BOARD AGENDAS

12.1 Setting of Future Meeting Agenda(s)

- Items were added to future meeting agendas.

ADJOURNMENT

The meeting adjourned at 8:18PM

NEXT MEETING DATE

The next regularly scheduled Commissioners meeting is for March 16, 2021.

Attachments: Agenda and Fire Chief’s Report

BOARD OF COMMISSIONERS

RICK VERLINDA, Member

JOSH PRATT, Member

DON ELLIS, Member

RICK WEBSTER, Member

DAVID MAEHREN, Member

ATTEST

Amy Oakley, Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners on March 16, 2021.

Fire Chief's Report

Submitted by Chief Ahearn
March 16, 2021

Human Resources:

- 2021 firefighter hiring process has been initiated. Applicants should submit their test scores with National Testing Network by April 26, 2021 in order to be considered in the upcoming recruitment.

Operations:

- Our two new engines were placed into service and have been operating well. Minor punch list items are being addressed through BC Tagart.
- Northshore firefighters are working alongside Shoreline Medic One in the vaccination process of our adult family and senior housing. King County Public Health is also developing a plan to address mobility-limited individuals that are qualified but unable to go to a site.
- Our firefighters continue to participate in our multi-company drills emphasizing "Mayday" scenarios. NKCTC has done an outstanding job making it as realistic as possible. DC McDonald attended three of the drills.
- Joint Northshore/Woodinville BC/DC meeting was held on March 4.
- Joint Northshore/Woodinville All Officers and Leadership Team meeting was held on March 10.
- Crews conducted flow and pressure tests to help train personnel on the new hose and nozzles when they arrive. Thanks to South (Snohomish) County Fire for allowing us the use of some of their new hose.
- Based on Commissioner requests, 90% fractile information for March 1-11, 2021 is as follows:

Reaction time 51 90% fractile	Reaction Time 57 90% Fractile	Response Time Avg Call received to O/S	Response Time 90% Call received to O/S
A shift 2:12	A shift 1:51	5:10	8:14
B shift 2:32	B shift 1:54		
C shift 2:54	C shift 2:19		
D shift 2:08	D shift 3:45		

- Calls for March 1-11, 2021:

Structure Fire	1
Natural Vegetation	1
EMS	82
Chemical Release	1
Service Call	1
Smoke Odor	1
Public Service	5
Dispatched and cancelled	19
Steam/Gas thought to be smoke	2
False alarm/system malfunction	5
Other	7
Total calls	125

- DC McDonald will provide a COVID-19 update during the meeting in order to have the most up-to-date information.

Training:

North King County Training Consortium (NKCTC):

- NKCTC has received the four Academy instructors from each participating agency. Northshore's Lt. Jeremy Jamerson has been assigned. The Training Officers have been meeting regularly with the Academy instructors in preparation for the upcoming fall academy.
- NKCTC completed the first three days of 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.
- Tactical training for Company Officers and Battalion Chiefs is currently underway with the focus on repetitions of initial radio reports, follow-up radio reports, and transfers of command to the incoming Battalion Chief.

Fire Prevention:

- 7 sprinkler inspections
- 7 code enforcement inspections
- 1 tank decommission review
- The Compliance Engine training with Jennifer
- Site visit with DC Noble – to discuss land/property impact of sound transit lane on Bothell Way NE
- Site visit with City of Kenmore Building Official at Kenmore Elementary to discuss door locks and egress
- Continued PR meetings and updates
- Working with tech support re: CodePAL (inspection program) issue