



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

MINUTES

June 15, 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, Josh Pratt, Rick Webster, and Dave Maehren. Also present was Fire Chief Greg Ahearn, CAO Joan Montegary, Legal Counsel Matt Paxton, Board Secretary Amy Oakley, and 21 members of the public.

II. PUBLIC COMMENT

2.1 Jeremiah Ingersoll, representing Northshore Firefighters, Local 2459, addressed the Commissioners with questions related to an internal NSFD investigation.

III. APPROVAL OF THE AGENDA

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

IV. EXECUTIVE SESSION

The Board moved into Executive Session at 5:05PM until 5:35PM to discuss performance of an employee pursuant to RCW 42.30.110(1)(g) and to discuss collective bargaining, planning, or adopting the strategy or position to be taken during the course of collective bargaining, or reviewing a proposal made in negotiations pursuant to RCW 42.30.140(4). The Board moved back into open session at 5:35PM.

The Board voted unanimously to amend the approved agenda to add Item 10, Executive Session to discuss with legal counsel representing the agency matters relating to litigation or potential litigation when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency pursuant to RCW 42.30.110(1)(i).

V. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

5.1 Discussion of Commissioner Don Ellis Memorial

- o The Board discussed ways to honor Commissioner Ellis' service for the Northshore Fire Department.

Commissioner Maehren moved to place a plaque at Station 57 identifying it as the Don Ellis Memorial Fire Station in honor of Commissioner Ellis' longtime service to the NSFD. Commissioner Webster seconded. The motion passed unanimously.

- The Board will invite the family of Commissioner Ellis to a dedication ceremony.

5.2 What's Next

- The Board agreed by consensus to appoint Commissioner Pratt to replace Commissioner Ellis on the subcommittee to provide options for the Board to consider post-election.
- The Board discussed setting a deadline for deciding on a path forward. The Board agreed to set a deadline of August 3rd, 2021, scheduled to be the first regular Board meeting in August.
- Commissioner Verlinda presented his ideas for options to move forward including ideas for staffing, temporary promotions, and contracting services.
- Commissioner Maehren proposed that initiating a Request for Proposals for services to NSFD be a high priority for the subcommittee.
- The Board agreed by consensus to formally request that Bothell and Woodinville continue their services to NSFD until a decision is made and can be implemented.

Commissioner Maehren moved to have a special meeting June 24th, 2021 at 5PM to discuss options for moving forward. Commissioner Pratt seconded. The motion passed unanimously.

- Commissioner Webster presented three options from his subcommittee work with Commissioner Ellis including, returning to a two-station department, maintaining status quo, and contracting for services with another fire department.
- Commissioner Webster and Commissioner Pratt will review and present the options to the Board at the special meeting on June 24th.
- Commissioner Verlinda suggested that Commissioner Pratt be the contact person with the Shoreline Fire Department.

5.3 Board Vacancy Discussion

- Legal Counsel Paxton clarified that the vacancy begins day of Commissioner Ellis' death, May 25, 2021. The 90-day deadline to fill his position is August 23, 2021. If there is no appointment by the Board, then the decision to fill his seat will go to King County.
- The Board discussed adding an agenda item to the special meeting on June 24th, 2021, to announce the vacancy and to develop a timeline and the parameters for filling the position.

VI. BOARD RESOLUTIONS

6.1 Surplus IT Equipment 21-03

Commissioner Pratt moved to accept Resolution 21-03 as presented. Commissioner Maehren seconded. The motion passed unanimously.

VII. CONSENT AGENDA

7.1 Vouchers

- The General Fund Vouchers totaled \$165,493.45 and \$1,858.20, respectively.
- The Reserve Fund Voucher totaled \$3,117.66.

- 7.2 Commissioner Compensation
- 7.3 Approval of Regular Meeting Minutes 6/1/2021

Commissioner Pratt moved to approve the consent agenda as presented. Commissioner Maehren seconded. The Board discussed legal counsel charges. The motion passed unanimously.

VIII. REPORTS

8.1 Fire Chief Report

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

- Chief Ahearn congratulated Lt. VanDusen on his 39-year service to NSFE and wished him a happy retirement.
- The extrication (jaws of life) tools are in service on Rescue 151. Chief Ahearn thanked BC Tagart and others for their efforts to install.
- The thermal imagers are expected to arrive within the month. Chief Ahearn thanked Lt. Davis for his efforts.
- Chief Ahearn reported on the daily monitoring of traffic along Juanita Way to ensure serviceability and coordination with Kirkland Fire Department.
- Chief Ahearn discussed the cognitive physical assessment used during the hiring process. He thanked Shannon Moore Captain Burrow for their efforts.
- Chief Ahearn discussed coordinating with DC McDonald to include mutual aid responses in future Fire Chief reports.
- Chief Ahearn clarified the results of a survey related to bringing Ladder 142 to Station 51 and will keep the Board apprised of the situation before a decision is made.

8.2 Commissioner Reports

- none

8.3 Legal Counsel Reports

- none

IX. UPCOMING BOARD AGENDAS

9.1 Setting of Future Meeting Agenda(s)

- In addition to the standard agenda items, the next regular meeting on July 6th will include all the agenda items from the June 24th special meeting, and a discussion of the Bothell ladder truck and new hire update.

X. EXECUTIVE SESSION

The Board moved into Executive Session at 6:25PM until 6:40PM to discuss with legal counsel representing the agency matters relating to litigation or potential litigation when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency pursuant to RCW 42.30.110(1)(i). The Board extended the Executive Session by 15 minutes until 6:55PM. The Board moved back into open session at 6:53PM.

ADJOURNMENT

The meeting adjourned at 6:54PM

NEXT MEETING DATE

A special Commissioners meeting is scheduled for June 24, 2021.

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

Attachments: Agenda, Policy 1113, Resolution 21-03, Vouchers, Commissioner Compensation, Meeting Minutes 6/1/2021, and Fire Chief's Report.

BOARD OF COMMISSIONERS

RICK VERLINDA, Member

Electronically signed- Josh Pratt

JOSH PRATT, Member

VACANT, 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 July 6th, 2021.

From: [Richard Webster](#)
To: [Board Secretary](#)
Subject: RE: E-Signatures Documents Approved 7/6/2021
Date: Wednesday, July 7, 2021 7:38:57 AM

The following documents are Approved and Electronically Signed this 7th day of July, 2021, by Commissioner Rick Webster.

- AP_NOSHRFIR_APSUPINV_20210706102058 GEN Fund
- AP_NOSHRFIR_APSUPINV_20210706102337 RES Fund
- June DRS Approval Document
- June Payroll Approval Document
- June Payroll Taxes Approval Document
- Reserve Fund Transfer Approval Document (this is half of the allocated transfer from the GEN to RES fund from the 2021 Budget approval process)
- Regular Meeting Minutes 6/15/2021
- Special Meeting Minutes 6/24/2021

From: [Dave Maehren](#)
To: [Board Secretary](#)
Subject: RE: E-Signatures Documents Approved 7/6/2021
Date: Tuesday, July 6, 2021 9:37:27 PM
Attachments: [image001.png](#)

The following documents are Approved and Electronically Signed this 6th day of July, 2021, by Commissioner David C. Maehren.

- AP_NOSHRFIR_APSUPINV_20210706102058 GEN Fund
- AP_NOSHRFIR_APSUPINV_20210706102337 RES Fund
- June DRS Approval Document
- June Payroll Approval Document
- June Payroll Taxes Approval Document
- Reserve Fund Transfer Approval Document (this is half of the allocated transfer from the GEN to RES fund from the 2021 Budget approval process)
- Regular Meeting Minutes 6/15/2021
- Special Meeting Minutes 6/24/2021

From: [Josh Pratt](#)
To: [Board Secretary](#)
Subject: RE: E-Signatures Documents Approved 7/6/2021
Date: Thursday, July 8, 2021 9:27:55 AM

The following documents are Approved and Electronically Signed this 7th day of July, 2021, by Commissioner Josh Pratt.

- AP_NOSHRFIR_APSUPINV_20210706102058 GEN Fund
- AP_NOSHRFIR_APSUPINV_20210706102337 RES Fund
- June DRS Approval Document
- June Payroll Approval Document
- June Payroll Taxes Approval Document
- Reserve Fund Transfer Approval Document (this is half of the allocated transfer from the GEN to RES fund from the 2021 Budget approval process)
- Regular Meeting Minutes 6/15/2021
- Special Meeting Minutes 6/24/2021



Northshore Fire Department Board of Commissioners

Headquarters Station 7220 NE 181st Street, Kenmore, WA

Northshore Fire Department Board of Commissioners

Regular Meeting Agenda

Tuesday, June 15, 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/85044713997?pwd=dW1uWDFpNldpZl1dSSU1ZlYy9LSXVQQT09>

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. Executive Session

To discuss the performance of an employee pursuant to RCW 42.30.110(1)(g), and discussions regarding collective bargaining, the planning or adopting the strategy or position to be taken during the course of collective bargaining, or reviewing a proposal made in negotiations pursuant to RCW 42.30.140(4).

V. Board Discussion and Possible Action Items

5.1 Discussion of Commission Ellis Memorial

5.2 What's Next

5.3 Board Vacancy Discussion



VI. Board Resolutions

6.1 Surplus IT Equipment 21-03

VII. Consent Agenda

7.1 Vouchers

7.2 Commissioner Compensation

7.3 Approval of Regular Meeting Minutes 6/1/2021

VIII. Reports

8.1 Fire Chief Report

8.2 Commissioner Reports

8.3 Legal Counsel Report

IX. Upcoming Board Agendas

9.1 Setting of Future Meeting Agenda(s)

Adjournment

Next Regular Meeting: July 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.

THE BOARD OF FIRE COMMISSIONERS

VACANCIES

Purpose:

To establish the process for filling a Board of Commissioners vacancy

References:

- RCW 42.12.070 Vacancies--Procedure for filling
RCW 52.14.050 Vacancies
RCW 29A.24.171 Vacancies in Office
RCW 29A.24.181 Regular filing period – Voids in candidacy

Policy:

The Board of Commissioners shall fill a vacancy on the Board by appointment. The Board shall give public notice that it is seeking an appointment, accept applications, and appoint a new Commissioner within ninety days of vacancy. The appointed Commissioner shall serve until a successor has been elected and qualified. If the Board fails to fill the vacancy within the ninety day period, the county legislative authority shall make the appointment.

If there is more than one vacancy, and two or more Commissioners remain in office, the remaining Commissioners shall appoint a qualified person to fill one of the vacancies. Each newly appointed Commissioner shall then participate with the remaining Commissioners in the appointment process until all vacancies are filled. If less than two Commissioners remain in office, the county legislative authority shall appoint a qualified person or persons to the Board until two Commissioners are appointed.

An appointee shall meet the requirements provided by law and shall serve until the next regularly scheduled District election after occurrence of the vacancy at which time a Commissioner shall be elected for the unexpired term.

If a Commissioner is absent from the District for three consecutive regularly scheduled meetings, unless by permission of the Board, the office shall be declared vacant by the Board. However, such an action shall not be taken unless the Commissioner is notified in writing after two consecutive unexcused absences that the position will be declared vacant if the Commissioner is absent without being excused from the next regularly scheduled meeting.



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

RESOLUTION NO. 21-03

RESOLUTION DECLARING ITEMS AS SURPLUS

WHEREAS, the administration of King County Fire Protection District 16 has reported to the Board of Commissioners that the following list of items has exceeded its planned service life and is now no longer needed or necessary for current District purposes, nor is there a need for it in the foreseeable future:

**Various computer monitors, computers, laptops, printers and servers
that are either no longer operable or have far exceeded their
service life with no remaining monetary value.**

WHEREAS, Interim Fire Chief Greg Ahearn recommends a declaration to deem the aforementioned items surplus and provide authorization for its disposal; and

WHEREAS, the Board of Fire Commissioners has determined that the items listed have in fact reached their planned service life and are no longer needed or necessary for current or future District purposes, and has determined said items be declared surplus; and

WHEREAS, the Board of Fire Commissioners finds that the manner of disposition should best be determined by the Chief of the District; now therefore

BE IT RESOLVED, by King County Fire Protection District No. 16 Board of Commissioners that the items set forth be and are hereby declared surplus to the needs of the District; and it is further

RESOLVED, that said items shall be disposed of in a commercially reasonable manner to be determined by the Chief of the District.

ADOPTED by the Board of Commissioners at a regularly scheduled meeting this 15th day of June 2021.

BOARD OF COMMISSIONERS:

Electronically signed- Rick Verlinda _____

RICHARD VERLINDA, Commissioner

Electronically signed- Josh Pratt _____

JOSH PRATT, Commissioner

Electronically signed- David C. Maehren

DAVID MAEHREN, Commissioner

Electronically signed- Rick Webster

RICHARD WEBSTER, Commissioner

ATTEST:

Amy Oakley

Amy Oakley, District Secretary

Board of Commissioners

CERTIFICATION

I, the undersigned, Secretary of King County Fire Protection District No. 16 (“Northshore”) hereby certify as follows:

1. The attached copy of the Resolution No. 21-03 (the “Resolution”) is a full, true, and correct copy of the Resolution duly adopted at a regular meeting of the Northshore Board of Fire Commissioners (the “Board”) held on June 15, 2021 as the Resolution appears on the minute book of Northshore and the Resolution is now in full force and effect.
2. The regular meeting was held in accordance with the law.
3. A quorum of the members of the Board was present throughout the meeting and a majority of those members present voted in the proper manner for the adoption of the Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand this 17th of June, 2021.

Amy Oakley

Amy Oakley, Board Secretary

From: [Rick Verlinda](#)
To: [Board Secretary](#)
Subject: RE: Electronic Signatures - Documents Approved 6/15/2021
Date: Wednesday, June 16, 2021 10:08:46 AM

The following documents are Approved and Electronically Signed this 16th day of June, 2021, by Commissioner Rick Verlinda.

- AP_NOSHRFIR_APSUPINV_20210615101150 RES Fund
- AP_NOSHRFIR_APSUPINV_20210615101714 GEN Fund
- HRA Transfer Approval Document – 6.10.21
- May Commissioner Payroll Approval Document (these are the hours that were approved on the 6/1 meeting)
- May Commissioner Payroll Taxes Approval Document
- Resolution 21-03 Surplus IT Equipment
- Meeting Minutes 6/1/2021

From: [Josh Pratt](#)
To: [Board Secretary](#)
Subject: RE: Electronic Signatures - Documents Approved 6/15/2021
Date: Tuesday, June 15, 2021 7:24:47 PM

The following documents are Approved and Electronically Signed this 15th day of June, 2021, by Commissioner Josh Pratt.

- AP_NOSHRFIR_APSUPINV_20210615101150 RES Fund
- AP_NOSHRFIR_APSUPINV_20210615101714 GEN Fund
- HRA Transfer Approval Document – 6.10.21
- May Commissioner Payroll Approval Document (these are the hours that were approved on the 6/1 meeting)
- May Commissioner Payroll Taxes Approval Document
- Resolution 21-03 Surplus IT Equipment
- Meeting Minutes 6/1/2021

From: [Richard Webster](#)
To: [Board Secretary](#)
Subject: RE: Electronic Signatures - Documents Approved 6/15/2021
Date: Wednesday, June 16, 2021 5:15:40 PM

The following documents are Approved and Electronically Signed this 16th day of June, 2021, by Commissioner Rick Webster.

- AP_NOSHRFIR_APSUPINV_20210615101150 RES Fund
- AP_NOSHRFIR_APSUPINV_20210615101714 GEN Fund
- HRA Transfer Approval Document – 6.10.21
- May Commissioner Payroll Approval Document (these are the hours that were approved on the 6/1 meeting)
- May Commissioner Payroll Taxes Approval Document
- Resolution 21-03 Surplus IT Equipment
- Meeting Minutes 6/1/2021

From: [Dave Maehren](#)
To: [Board Secretary](#)
Subject: RE: Electronic Signatures - Documents Approved 6/15/2021
Date: Wednesday, June 16, 2021 1:13:18 PM
Attachments: [image001.png](#)

The following documents are Approved and Electronically Signed this 16th day of June, 2021, by Commissioner David C. Maehren.

- AP_NOSHRFIR_APSUPINV_20210615101150 RES Fund
- AP_NOSHRFIR_APSUPINV_20210615101714 GEN Fund
- HRA Transfer Approval Document – 6.10.21
- May Commissioner Payroll Approval Document (these are the hours that were approved on the 6/1 meeting)
- May Commissioner Payroll Taxes Approval Document
- Resolution 21-03 Surplus IT Equipment
- Meeting Minutes 6/1/2021

WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 17:19:49 Date: 06/10/2021

06/04/2021 To: 06/04/2021

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
913	06/04/2021	Payroll	1 111111112		DON ELLIS	1,858.20	
		001 General Fund	10-016-0010			1,858.20	
						1,858.20	Payroll: 1,858.20

WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 17:41:28 Date: 06/10/2021

06/23/2021 To: 06/23/2021

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
954	06/23/2021	Claims	1	0	CENTURY LINK	64.91	Phones - St 57
955	06/23/2021	Claims	1	0	CFO SELECTIONS LLC	1,402.50	Tom B - Reconciliations
956	06/23/2021	Claims	1	0	CHMELIK SITKIN & DAVIS PS	1,100.50	Legal Fees - Consolidation
957	06/23/2021	Claims	1	0	CITY OF BOTHELL FIRE AND EMS	6,930.33	Fire Marshal Services - May 2021
982	06/23/2021	Claims	1	0	CITY OF LAKE FOREST PARK	193.32	Acct 005377-000; St 57 - Sewer
958	06/23/2021	Claims	1	0	DAVIS DOOR SERIVCE, INC.	945.76	St 51 Door Repair
959	06/23/2021	Claims	1	0	DIMARTINO ASSOCIATES	3,264.56	July 2021 - LTD Employee Premiums
960	06/23/2021	Claims	1	0	GALACTIC IDEAS, LLC	206.00	Website Services
961	06/23/2021	Claims	1	0	HUGES FIRE EQUIPMENT	504.32	Program Change Tank Level Lights - E151
962	06/23/2021	Claims	1	0	HUGES FIRE EQUIPMENT	1,144.50	Program Change Tank Level Light - E157
963	06/23/2021	Claims	1	0	KATHY WALSH	38.54	Reimbursement - Training Refreshments from 4/1
964	06/23/2021	Claims	1	0	KING COUNTY FINANCE	1,867.00	May 2021 - I Net
983	06/23/2021	Claims	1	0	KROESEN'S, INC.	470.18	Class B - Schwartz
965	06/23/2021	Claims	1	0	L. N. CURTIS & SONS	39,216.24	E-Draulic Spreader, Cutter and Ram
984	06/23/2021	Claims	1	0	LIFE ASSIST	377.74	EMS Supplies - St 51
985	06/23/2021	Claims	1	0	LIFE ASSIST	327.00	COVID-19 Supplies
966	06/23/2021	Claims	1	0	LOCAL 2459	190.62	Reimbursement - Radio Harnesses for Gillis / Wilkinson
967	06/23/2021	Claims	1	0	NATURAL CONCEPT LANDSCAPE	532.15	Landscaping - St 51
968	06/23/2021	Claims	1	0	NORCOM	49,152.10	3rd Quarter 2021
969	06/23/2021	Claims	1	0	NORTHSHORE UTILITY DISTRICT (NUD)	3,598.21	May 2021 - Fuel & Maintenance
986	06/23/2021	Claims	1	0	O'REILLY AUTO PARTS	115.92	DEF Fluid
970	06/23/2021	Claims	1	0	PACIFIC NORTHWEST FIRE TRAINING LLC	450.00	Fire Office 1 Training Class - Ross
971	06/23/2021	Claims	1	0	PACIFIC OFFICE AUTOMATION	214.70	Copier Lease
987	06/23/2021	Claims	1	0	PRAXAIR DISTRIBUTION INC	35.51	Oxygen
972	06/23/2021	Claims	1	0	RAPCO INDUSTRIES, INC	39.82	Sharpened Cutter Blades
973	06/23/2021	Claims	1	0	REPUBLIC SERVICES #172	391.10	Garbage and Recycle Pickup - St 51
974	06/23/2021	Claims	1	0	REPUBLIC SERVICES #172	155.71	Garbage Pick Up - St 57
988	06/23/2021	Claims	1	0	SEATTLE CITY LIGHT	1,219.92	Acct 9969310000; St 57
975	06/23/2021	Claims	1	0	SEAWESTERN, INC.	4,187.98	Hydrant Kits
989	06/23/2021	Claims	1	0	SHORELINE FIRE DEPARTMENT	31,653.17	NKCTC 2021 Per Capita Contribution
976	06/23/2021	Claims	1	0	THE SUPPLY CACHE	4,955.76	Hose packs
977	06/23/2021	Claims	1	0	TITAN ELECTRIC	721.79	Light Control Contactor Replacement - St 57
978	06/23/2021	Claims	1	0	US BANK	5,234.18	Charges for cards ending 4689 5507 6729
979	06/23/2021	Claims	1	0	VERIZON BUSINESS	726.99	Phones - VOIP System
990	06/23/2021	Claims	1	0	WALTER E NELSON CO OF WESTERN WA	519.65	Janitorial Supplies
980	06/23/2021	Claims	1	0	WOODINVILLE FIRE & RESCUE	3,344.77	ISM Shared Services - May
001 General Fund 10-016-0010						165,493.45	
						165,493.45	Claims: 165,493.45

WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 17:41:59 Date: 06/10/2021

06/23/2021 To: 06/23/2021

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
953	06/23/2021	Claims	4	0	ALFRED J BAKER	740.33	LEOFF I
981	06/23/2021	Claims	4	0	ECMS ENSEMBLE CARE MAINTENANCE SERVICE	2,377.33	Bunker Gear replacement
004 Reserve Fund 10-016-6010						3,117.66	
						<u>3,117.66</u>	Claims: 3,117.66

Northshore Fire Department
Fire Commissioner Request for Compensation

Month:		Year:		Name:	
Date	Description of Activity				Hours

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 _____



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

MINUTES

June 1, 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, Josh Pratt, Rick Webster, and Dave Maehren. Also present was Deputy Chief Doug McDonald, Legal Counsel Matt Paxton, Board Secretary Amy Oakley, and 21 members of the public. Fire Chief Greg Ahearn and CAO Joan Montegary joined the meeting after roll call at 5:02 PM.

II. REMEMBERING COMMISSIONER DON ELLIS

2.1 Commissioner Webster read a statement recognizing Commissioner Ellis' service to the NSFD and greater Kenmore/Lake Forest Park community. A longtime Kenmore resident, Commissioner Ellis served for 30 years and 40 years, respectively, on the Boards of Northshore Fire Department and Northshore Utility Board. Commissioner Ellis was instrumental in moving NSFD from a partial volunteer department to a fully paid and staffed professional organization, and in constructing the Lake Forest Park Fire Station. He also spearheaded a local agreement to have fire equipment serviced by the Utility Board mechanics. Commissioner Webster thanked Commissioner Ellis for his many years of service to the fire department.

III. PUBLIC COMMENT

3.1 Jeremiah Ingersoll, representing Northshore Firefighters, Local 2459, addressed the Commissioners with his condolences and offered the services of Local 2459 to the family of Commissioner Ellis.

3.2 Kenmore resident, Stacey Valenzuela, addressed the Commissioners with various comments about related to NSFD operations.

IV. APPROVAL OF THE AGENDA

4.1 *Commissioner Maehren moved to approve the agenda as presented. Commissioner Pratt seconded. The motion passed unanimously.*

V. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

5.1 Honoring Commissioner Don Ellis

- The Board discussed various ways to honor to Commissioner Ellis' service to NSFD and the community including an engine plaque and tribute on the website homepage. The Board will wait for direction from Commissioner Ellis' family.
- Chief Ahearn updated the Board that he is in contact the family of Commissioner Ellis. He is also coordinating with the Northshore Utility District and has offered the support of NSFD in the memorial service. He is waiting on a final obituary to make an official press release and posting to social media and website.
- Chief Ahearn thanked Jeremiah Ingersoll and Local 2459 for their support as well.

VI. BOARD RESOLUTIONS

None presented.

VII. CONSENT AGENDA

7.1 Vouchers

- The General Fund Vouchers totaled \$118,971.55.
- The Reserve Fund Voucher totaled \$3,324.21.

7.2 Commissioner Compensation

7.3 Approval of Regular Meeting Minutes 5/18/2021

Commissioner Pratt moved to approve the vouchers as presented. Commissioner Maehren seconded. The motion passed unanimously.

Commissioner Maehren moved to approve the commissioner compensation requests except for Commissioner Pratt's April compensation request. Commissioner Webster seconded. The Board discussed. Commissioner Pratt will revise and resubmit his request. The motion passed unanimously.

Commissioner Pratt moved to approve the 5/18 meeting minutes as presented. Commissioner Maehren seconded. The motion passed unanimously.

VIII. REPORTS

8.1 Fire Chief Report

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

- Chief Ahearn provided an update on 2020 Annual Financial Statement.

8.2 Commissioner Reports

- Commissioner Webster provided an update on the work he and Commissioner Ellis had done as members of the subcommittee appointed to provide options for the Board to consider post-election. Commissioner Webster reported there is more work to be done and will report to the Board on those issues next week.

8.3 Legal Counsel Reports

- Legal Counsel Paxton offered his condolences on the passing of Commissioner Ellis. He reminded the Board of the provision in the statute and department's policy to fill a commissioner vacancy within 90 days.

IX. UPCOMING BOARD AGENDAS

9.1 Setting of Future Meeting Agenda(s)

- Commissioners will email Chair Webster with agenda items.

ADJOURNMENT

The meeting adjourned at 5:20PM

NEXT MEETING DATE

The next regularly scheduled Commissioners meeting is scheduled for June 15, 2021.

Attachments: Agenda, Vouchers, Commissioner Compensation, Meeting Minutes 5/18/2021, and Fire Chief's Report.

BOARD OF COMMISSIONERS

RICK VERLINDA, Member

JOSH PRATT, Member

VACANT, 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 June 15th, 2021.

Fire Chief's Report

Submitted by Interim Chief Ahearn

June 15, 2021

Human Resources:

- Firefighter hiring process update: phone interviews were completed with the top 25 candidates identified to move forward to complete panel interviews with representatives from a cross-section of the organization and a community member. Panel interviews will conclude on June 15 and Chiefs interviews are scheduled for the week of June 21. This year, the District added a cognitive skills assessment to the process. HRM Moore helped with the creation of supporting materials. Many thanks to Cpt. Burrow for leading the development of the assessment components and facilitating the event with participating candidates. Also, thank you to Woodinville Fire & Rescue for allowing representatives from Northshore Fire to observe their cognitive physical assessment process.
- HRM Moore was invited by, and plans to participate in, Everett Community College's upcoming Career Network Event this month. This event provides the opportunity to network and share experiences and advice with students interested in pursuing a career in the fire service.
- After over 39 years of serving the community – first as a volunteer, followed by 37 years professionally – Lt. Pete VanDusen has announced he will be retiring at the end of June. Please join me in thanking him for his dedication to the District and wishing him well in his retirement.
- FS Killion has been working on gathering information regarding the new Long Term Care (LTC) Trust Act and possible insurance plan options the District could offer employees in consideration of the state's newly passed law mandating LTC benefits for Washington State residents. This program will be funded through a payroll tax and participants have a one-time opportunity to opt out by November 1, 2021. As more information becomes available, HRM Moore and FS Killion will share it. In the meantime, if you would like to review the information the following link provides a comprehensive summary:
<https://www.coldstream.com/blog/2021/04/26/new-washington-state-long-term-care-act/>

Operations:

- NFD personnel continue to provide vaccinations in concert with Bothell and Shoreline at the Shoreline Center.
- We continue to encourage our personnel to become vaccinated. We have developed a policy that will allow a mask exemption. Personnel will still be required to wear their masks while out in public and when in apparatus staffed with more than one person while on non-emergency details.
- Chief Ahearn, Chief Kroon, DC Newbold, and DC McDonald met on June 4 to continue discussion on the viability of L142 moving to Station 51 during construction in Bothell. The committee will be directed to send a survey to NSFD crews. They will be asked to answer questions related to temporary movement of personnel. If not accepted, the movement of L142 will not occur and the City of

Bothell will move to their previous plan which places L142 out of service more frequently.

- New extrication tools have arrived and are in service on Rescue 15. Thermal imaging cameras have been ordered and we awaiting their arrival.
- We continue to work with Kirkland Fire to ensure our residents are not significantly impacted by the Juanita Way construction. We want to assure our residents that we are monitoring the situation. DC McDonald is in regular communication with DC Day from Kirkland.
- DC McDonald was able to acquire 3,000+ 3M N-94 masks through King County.
- Call data:

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 1:59	A shift 2:04	5:42	8:10
B shift 3:10	B shift 2:16		
C shift 4:38	C shift 1:57		
D shift 1:58	D shift 3:52		
5/28-6/8 2021	528-6/8 2021		

Unauthorized Burning	4
Structure Fire	0
Natural Vegetation	3
EMS	103
Vehicle Fire	0
Electrical Wiring	1
Service Call	0
Smoke Odor	1
Public Service	9
Dispatched and cancelled	25
Steam/Gas thought to be smoke	1
False alarm/system malfunction	5
Other	9
Total calls	161

COVID-19 Update as of May 24, 2021:

- King County:
 - 110,417 total cases; an additional 79 in the last 24 hours
 - 6,231 total hospitalizations; an additional 3 cases in the last 24 hours
 - 1,602 total fatalities; no additional cases in the last 24 hours
 - 75% of qualified people have received at least one vaccine dose and almost 66% are fully vaccinated
 - EMS encounters about three COVID cases per 24-hour period.
 - Testing remains steady; positivity rate is dropping slightly to about 90/day
 - King County Public Health continues to focus on equity between race and age to ensure everyone has access to the vaccine.

- Kenmore: 758 total cases; 1 additional in the last 24 hours. 59 hospitalizations and 11 fatalities.
- Lake Forest Park: 341 total cases; no additional in the last 24 hours. 17 hospitalizations and 4 fatalities.
- Children 12 and over have been approved to receive Pfizer vaccine.

Training:

- Cpt. Burrow created a Cognitive Skills Assessment as part of the candidate interviews. Each candidate participated in a two-part oral board interview before reporting to the training tower to complete a set of tasks. Cpt. Burrow, Lt. Pritchett, and FFs Gillis and Sharp participated in the cognitive skills assessment.
- Please join me in congratulating FF Ross on the successful completion of IFSAC Instructor 1.

North King County Training Consortium (NKCTC):

- NKCTC Training Officers coordinated with Division Chief Wollum in the Multi-Casualty Drill at Shoreline Community College. The drill consisted of a simulated kiln explosion with 20 patients.
- NKCTC Training Officers hosted a ventilation training event at the Gold Bar live fire training center for the ladder/rescue company officers.
- NKCTC's two-week pump academy was completed the last week of May. Participants who pass the written and practical will receive an IFSAC certification.
- The Training Officers have been collaborating on the framework for the upcoming Fire Academy.

NEMCo:

- NEMCo CERT volunteers participated in an exercise using Family Radio Service (FRS) radios to make contact with Ham Radio operators throughout the NS Fire service area. The purpose of the exercise was to determine how well FRS radios would work to relay detailed neighborhood information to central Ham Radio hubs throughout the area. EM Lunak is compiling data from the exercise.
- EM Lunak completed the revisions to the City of Lake Forest Park's comprehensive emergency management plan, basic plan section, and appendices.
- EM Lunak submitted a code of conduct to the NEMCo volunteers steering committees for review before distributing it to all credentialed volunteers.
- NEMCo continues to participate with county, state, and FEMA officials in planning the participation of the NEMCo agencies in the Cascadia Rising 2022 exercise.