



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

MINUTES

October 5, 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 Eric Adman, Josh Pratt, Milton Curtis, Rick Webster, and Dave Maehren. Also present was Deputy Chief McDonald, Legal Counsel Matt Paxton, Dawn Killion, Board Secretary Amy Oakley, and 70 members of the public.

II. PUBLIC COMMENT

- 2.1 The Board of Commissioners heard public comments from Lake Forest Park resident Semra Riddle, Kenmore resident John Burrow, Kenmore resident Stacey Valenzuela, and Kenmore resident Lisa Wollum.

III. APPROVAL OF THE AGENDA

- 3.1 *Commissioner Webster added language to add to the Executive Session for matters related to litigation or potential litigation. Commissioner Curtis requested to add Item 4.9 Discussion of Zoom meetings.*
- 3.2 *Commissioner Curtis moved to approve the agenda as amended. Commissioner Maehren seconded. The motion passed unanimously.*

IV. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

- 4.1 Contract for services interviews with Chief Jeff Clark, Eastside Fire & Rescue and Chief Matt Cowan, Shoreline Fire Department
- Commissioners interviewed Chief Clark and Chief Cowan regarding the contract for services proposals.
- 4.2 Conversation with IAFF, Local 2459
- Local 2459 President Jeremiah Ingersoll and the Board discussed consolidation.
- 4.3 Update from CPA on Contract for Services Proposals
- Item postponed to future meeting.
- 4.4 Update on Public Survey
- The Board reviewed the results of the public survey

4.5 Contract for Services Process Discussion

- The Board discussed the time schedule for proceeding with contract for services.

Commissioner Adman moved that the Contract for Services schedule published on our website and followed by this body be changed such that “Notification of Agency selected” now states “date to be determined by 2022 Northshore Board of Fire Commissioners” and “Execution of Agreement” and “Initiation of Services” both indicate “Date to be determined in 2022.” Commissioner Maehren requested comment from Legal Counsel about Commissioner Adman’s remote interest in proposing the motion. Legal Counsel Paxton suggested this motion be discussed in Executive Session. Commissioner Pratt seconded. The Board discussed. The motion was tabled until after the Executive Session.

Commissioner Maehren moved to amend the agenda to move the Executive Session to the current time in the agenda. Commissioner Webster seconded. The Board discussed. The motion passed 4-0. Commissioner Adman abstained from voting.

EXECUTIVE SESSION

The Board moved into Executive Session at 6:02PM until 6:24PM to discuss with legal counsel representing the agency matters relating to litigation or potential litigation pursuant to RCW 42.30.110(1)(i) and to discuss the performance of an employee pursuant to RCW 42.30.110(1)(g). The Board extended the Executive Session to 6:40PM. The Board moved back into open session at 6:24PM.

Commissioner Adman restated his motion that the Contract for Services schedule published on our website and followed by this body be changed such that “Notification of Agency selected” now states “date to be determined by 2022 Northshore Board of Fire Commissioners” and “Execution of Agreement” and “Initiation of Services” both indicate “Date to be determined in 2022.” Commissioner Pratt seconded. The Board discussed. Commissioner Adman called to end question. The motion passed 3-2. Commissioner Adman, Commissioner Pratt, and Commissioner Curtis approved the motion. Commissioner Maehren and Commissioner Webster voted to oppose the motion.

4.6 IT Discussion

- The Board discussed the contract proposal with NORCOM.
- The Board discussed getting an update from NORCOM at the October 19th meeting.

Commissioner Pratt moved to accept the NORCOM agreement. Commissioner Adman seconded. The motion passed unanimously.

4.7 Discuss Budget Hearing Schedule

- DC McDonald updated the Board on the status of the schedule for 2022 budget.
- An initial public hearing has been published for Tuesday, October 19th.
- DC McDonald will meet one-on-one with each Commissioner in the coming week.
- The Commissioners were provided a King County Levy Limit Worksheet.

4.8 Discussion of Potential Future Special Meetings

- None

4.9 Zoom discussion

- The Board Secretary will research how Lake Forest Park and Kenmore City Councils operate their Zoom meetings and report back to the Board.
- 4.10 Interim Fire Chief Contract Approval
- This item will be carried forward to next meeting.

V. BOARD RESOLUTIONS

- 5.1 None

VI. CONSENT AGENDA

- 6.1 Vouchers
- The General Fund Vouchers totaled \$216,495.84
 - The Reserve Fund Vouchers totaled \$2,399.45
- 6.2 Commissioner Compensation
- 6.3 Approval of Regular Meeting Minutes 9/7/2021, Special Meeting Minutes 9/14/2021, Special Meeting Minutes 9/17/2021

Commissioner Curtis moved to approve the consent agenda as presented. Commissioner Pratt seconded. The motion passed unanimously.

VII. REPORTS

- 7.1 Fire Chief Report
- DC McDonald reported that the 2020 Annual Report is available on the Northshore website.
 - DC McDonald reported that the recent recruitment announcement includes both lateral and entry level positions
- 7.2 Commissioner Reports
- The Commissioners discussed next steps for the contract for services.
- 7.3 Legal Counsel Reports
- WA Fire Commissioners Conference next week and encouraged Commissioners to attend the legal session.

VIII. UPCOMING BOARD AGENDAS

- 8.1 Setting of Future Meeting Agenda(s)
- Special meeting on Friday, October 8th at 5pm to approve the Interim Fire Chief Contract.
- Regular meeting, October 19th agenda will include the standard items as well as conversation with Labor, budget hearing, promotional ceremony for Lt. Timothy Schwartz, NORCOM IT report, Zoom procedures, Contract for Services scope of work clarifications, and Commissioner budget proposals.

ADJOURNMENT

The meeting adjourned at 7:25PM

NEXT MEETING DATE

Special meeting scheduled for Friday, October 8th at 5pm.

The next regularly scheduled Board of Commissioners meeting is scheduled for October 19, 2021.

Attachments: Agenda, ESFR and Shoreline Responses to Commissioner Questions, Public Survey Results, Vouchers, Commissioner Compensation, Draft minutes: 9/7, 9/14, 9/17, Chief's Report.

BOARD OF COMMISSIONERS

Electronically signed- Eric Adman

ERIC ADMAN, Member

Electronically signed- Josh Pratt

JOSH PRATT, Member

Electronically signed- Milton Curtis

MILTON CURTIS M.D., 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 October 19th, 2021

From: [Eric Adman](#)
To: [Board Secretary](#)
Subject: RE: Electronic Signatures - Documents Approved - 10/19/21 Meeting
Date: Wednesday, October 20, 2021 9:41:56 AM

The following documents are Approved and Electronically Signed this 20th day of October, 2021, by Commissioner Adman:

- AP_NOSHRFIR_APSUPINV_20211019101638 GEN Fund
- AP_NOSHRFIR_APSUPINV_20211019101933 RES Fund
- Commissioner Sept Payroll Approval Document (These were the hours approved at the 10/5 meeting)
- Commissioner Sept Payroll Taxes Approval Document
- Meeting Minutes: Regular Meeting Minutes 9/21/2021, Special Meeting Minutes 9/28/2021, Regular Meeting Minutes 10/5/2021, Special Meeting Minutes 10/8/2021.

From: [Richard Webster](#)
To: [Board Secretary](#)
Subject: RE: Electronic Signatures - Documents Approved - 10/19/21 Meeting
Date: Wednesday, October 20, 2021 11:32:45 AM

The following documents are Approved and Electronically Signed this 20th day of October, 2021, by Commissioner Rick Webster.

- AP_NOSHRFIR_APSUPINV_20211019101638 GEN Fund
- AP_NOSHRFIR_APSUPINV_20211019101933 RES Fund
- Commissioner Sept Payroll Approval Document (These were the hours approved at the 10/5 meeting)
- Commissioner Sept Payroll Taxes Approval Document
- Meeting Minutes: Regular Meeting Minutes 9/21/2021, Special Meeting Minutes 9/28/2021, Regular Meeting Minutes 10/5/2021, Special Meeting Minutes 10/8/2021.

From: [Josh Pratt](#)
To: [Board Secretary](#)
Subject: RE: Electronic Signatures - Documents Approved - 10/19/21 Meeting
Date: Wednesday, October 20, 2021 12:55:41 PM

The following documents are Approved and Electronically Signed this 20th day of October, 2021, by Commissioner Josh Pratt.

- AP_NOSHRFIR_APSUPINV_20211019101638 GEN Fund
- AP_NOSHRFIR_APSUPINV_20211019101933 RES Fund
- Commissioner Sept Payroll Approval Document (These were the hours approved at the 10/5 meeting)
- Commissioner Sept Payroll Taxes Approval Document
- Meeting Minutes: Regular Meeting Minutes 9/21/2021, Special Meeting Minutes 9/28/2021, Regular Meeting Minutes 10/5/2021, Special Meeting Minutes 10/8/2021.

From: [Milton Curtis](#)
To: [Board Secretary](#)
Subject: RE: Electronic Signatures - Documents Approved - 10/19/21 Meeting
Date: Friday, October 22, 2021 11:29:22 AM

The following documents are Approved and Electronically Signed this 22 day of October, 2021, by Commissioner Milton Curtis.

From: Board Secretary
Sent: Wednesday, October 20, 2021 8:39 AM
To: Commissioners <e-mailcommissioners@northshorefire.com>
Subject: Electronic Signatures - Documents Approved - 10/19/21 Meeting

Commissioners,

Attached please find the documents approved at last night's regular meeting. At your earliest availability, please respond with your electronic signature using the following verbiage:

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

- AP_NOSHRFIR_APSUPINV_20211019101638 GEN Fund
- AP_NOSHRFIR_APSUPINV_20211019101933 RES Fund
- Commissioner Sept Payroll Approval Document (These were the hours approved at the 10/5 meeting)
- Commissioner Sept Payroll Taxes Approval Document
- Meeting Minutes: Regular Meeting Minutes 9/21/2021, Special Meeting Minutes 9/28/2021, Regular Meeting Minutes 10/5/2021, Special Meeting Minutes 10/8/2021.

From: [Dave Maehren](#)
To: [Board Secretary](#)
Subject: RE: Electronic Signatures - Documents Approved - 10/19/21 Meeting
Date: Wednesday, October 20, 2021 12:06:05 PM
Attachments: [image001.png](#)

The following documents are Approved and Electronically Signed this 20th day of October, 2021, by Commissioner David C. Maehren.

- AP_NOSHRFIR_APSUPINV_20211019101638 GEN Fund
- AP_NOSHRFIR_APSUPINV_20211019101933 RES Fund
- Commissioner Sept Payroll Approval Document (These were the hours approved at the 10/5 meeting)
- Commissioner Sept Payroll Taxes Approval Document
- Meeting Minutes: Regular Meeting Minutes 9/21/2021, Special Meeting Minutes 9/28/2021, Regular Meeting Minutes 10/5/2021, Special Meeting Minutes 10/8/2021.



Northshore Fire Department Board of Commissioners

Headquarters Station 7220 NE 181st Street, Kenmore, WA

Northshore Fire Department Board of Commissioners

Regular Meeting Agenda

Tuesday, October 5, 2021

5:00PM

Meeting held virtually, via Zoom

To provide public comment, please see instructions at the end of the agenda.

To attend this meeting live, click the link below and enter the ID & Password provided.

A recording of this meeting will also be posted in AV Capture.

Join Zoom Meeting Online at:

<https://us02web.zoom.us/j/85044713997?pwd=dW1uWDFpNldlPZldSSU1ZYy9LSXVQQT09>

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

Meeting ID: 850 4471 3997

Passcode: 743608

I. Open Regular Northshore Board Meeting

1.1 Roll Call

II. Public Comment

2.1 Public Comment

III. Approval of Agenda

3.1 Approval of the Meeting Agenda

IV. Board Discussion and Possible Action Items

4.1 Contract for services interviews with Chief Jeff Clark, Eastside Fire & Rescue and Chief Matt Cowan, Shoreline Fire Department

4.2 Conversation with IAFF, Local 2459

4.3 Update from CPA on Contract for Services Proposals

4.4 Update on Public Survey

4.5 Contract for Services Process Discussion

4.6 IT Discussion

4.7 Discuss Budget Hearing Schedule



4.8 Discussion of Potential Future Special Meetings

Executive Session

To discuss the performance of an employee pursuant to RCW 42.30.110(1)(g).

4.9 Interim Fire Chief Contract Approval

V. Board Resolutions

None

VI. Consent Agenda

6.1 Vouchers

6.2 Commissioner Compensation

6.3 Approval of Regular Meeting Minutes 9/7/2021, Special Meeting Minutes 9/14/2021, Special Meeting Minutes 9/17/2021

VII. Reports

7.1 Fire Chief Report

7.2 Commissioner Reports

7.3 Legal Counsel Report

VIII. Upcoming Board Agendas

8.1 Setting of Future Meeting Agenda(s)

Adjournment

Next Regular Meeting: Tuesday, October 19th, 2021 at 5:00 PM

Public Comment Procedures for Virtual Meetings:

Individuals wishing to comment may comment by appearing at the virtual meeting and “raising their hand” or the equivalent. The chair shall recognize those persons and provide them the opportunity to comment. Three minutes are allowed for comment.

If you wish to provide written public comment, you may do so by submitting a written statement to boardsecretary@northshorefire.com. Any comments received up to one hour before the posted meeting time, will be read during the public comment period.

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

- Date & Time of the meeting your comments are intended for
- Your name
- Whether or not you live in the city limits of Lake Forest Park or Kenmore
- Agenda Item and/or subject your comments refer to



Emails without this information may not be read at the meeting. And, in accordance with normal procedure, messages of an overly repetitive or inappropriate (vulgarity) nature may be declined to be read at the discretion of the meeting Chair.

Please check the District's [AV Capture](#) for the most up-to-date information about individual meetings.

Questions? Email Board Secretary Amy Oakley at boardsecretary@northshorefire.com.



Eastside Fire & Rescue

Proudly Serving Issaquah, North Bend, Sammamish and Fire Districts 38 & 10, which includes Carnation

September 27, 2021

Northshore Fire Department Board of Commissioners
C/O Amy Oakley, Board Secretary
7220 NE 181st Street
Kenmore, WA 98028

Commissioners,

Please find attached Eastside Fire & Rescue's (EF&R) response to the questions the Board developed and were sent to us via email on September 20, 2021.

I look forward to further discussions on these, or any other, questions you may have at the October 5, 2021 Board meeting.

Please feel free to reach out to me if you would like any further explanation.

Sincerely

Jeff Clark
Fire Chief, Eastside Fire & Rescue
jclark@esf-r.org
(c)480.748.3764

QUESTIONS FOR BOTH CHIEFS:

1. What will happen to the credit from the North King County Training Consortium?
The credit goes to Northshore. Northshore facilities are Northshore facilities. While EF&R will have exclusive access to, and control of the property during the agreement, Northshore remains the owner and financial terms will still go to Northshore. In this case, the lease amount of \$38,400 should be paid to Northshore and show up in your budget as Revenue.
2. Do we have a say in the span of control for Battalion Chiefs between 5-10 stations?
Managing span of control is within the Fire Chief's roles and responsibilities. As your Fire Chief, I will make you aware of anything that impacts the resources dedicated to serve this contract. Regarding the Battalion Chief Span of Control, I cannot foresee it going above 5 unless another agency from the North end were to join EF&R. If that were to happen, I would continue to recommend Option 1 Sharing of BC services with Woodinville, in which the Northshore Board of Commissioners would be at the table to discuss.
3. How can NSFD change the level of service? As long as you are in a contractual relationship with EF&R you can change level of service by simply consulting with the Fire Chief and providing him the direction you desire. The Fire Chief will then be responsible for costing out the change in service level and negotiating the amendment to the contract for the level of service change.

Under the EF&R proposed contract, Northshore remains an independent political entity. Amending the service level is within your purview and managing the operations and executing the delivery of service would be EF&R's responsibility.

4. Over the past 3-5 years, what has been your escalator cost for operations, equipment, and capital facilities?
Equipment Replacement and Capital Facilities built up sizable reserves. These coupled with End Fund Balance savings, are utilized to adequately fund the plans and control partner costs. As a result, the last three years the partners have not had to contribute additional dollars to either fund.

Annual Averages						
	Operating Budget	%	Equipment Plan Contributions	%	Capital & Facilities Maintenance Plan Contributions	%
2017	\$ 25,687,090.00	5.89%	\$ 1,047,486.00	-15.50%	\$ 178,575.00	-6.32%
2018	\$ 27,082,831.00	5.43%	\$ 915,783.00	-12.57%	\$ 283,551.00	58.79%
2019	\$ 28,517,841.00	5.30%	\$ 914,945.00	-0.09%	\$ 289,222.00	2.00%
2020	\$ 31,126,956.00	9.15%	\$ -	0.00%	\$ -	0.00%
2021	\$ 31,390,334.00	0.85%	\$ -	0.00%	\$ -	0.00%
2022	\$ 32,485,240.00	3.49%	\$ -	0.00%	\$ -	0.00%
Annual Average:		5.02%		-4.69%		9.08%

5. Can we retain maintenance services with NUD?
Yes. As long as NUD meets the published EF&R service standard and is agreeable to coordinate with EF&R's Fire Chief to facilitate the services. This is something that would have to be in place at the onset of the contract. If EF&R were to take this work initially

and then try to change it to NUD mid contract there would likely be costly labor negotiation issues to consider.

Under this arrangement, NFD would remain in a contractual relationship with NUD and the Fire Chief would administer it for NFD.

6. What were the financial assumptions and how are they accounted for?

All costs (expenses) in this proposal are based on actual costs to EF&R. The CBA, which was approved earlier this year, is in effect through December of 2024.

There are no proposed revenues, and therefore no revenue budget, so there are no assumptions for revenue projections.

The personnel cost reconciliation process will ensure that Northshore pays the exact cost of personnel related items. If you overpay in a given year you will be provided a credit back, if you under pay you will be assessed an adjustment in the following year.

QUESTIONS FOR EF&R

1. If we want to retain an admin asst/receptionist at Station 51. Is that something ESFR could provide and how much would that cost?

Yes. I would consider this a service level discussion. If you would like this to occur, we simply need to add it to the scope of work. The most important clarification I would need is if you are expecting an 8:00 a.m. to 5:00 p.m. reception capability.

Cost for a full-time Administrative Assistant is \$122,291. Because this is a personnel cost it would be subject to the reconciliation process outline in the contract.

Consideration: Can a partnership with the NKTC assist to meet your needs since they have administrative staff already assigned to the facility?

2. What staff will be at Station 51 beside a Deputy Chief?

Staff will include a member of Fire Prevention, a member of the Administrative Support team, and an office for fire operations. All of these employees could at times be working remotely or in the field. Their base of operations will be Station 51. If you desire to have full-time reception, see the answer to number 1.

3. Under Option 1, what is the role of the Battalion Chief in responding to a major incident?

Identical role that the Battalion Chiefs fulfills now. EF&R and the two Fire Boards would discuss how best to consolidate the unit. The unit would be placed into service either at Station 51 or Station 31. The BC would have supervisory responsibilities for Stations 51, 57, 31, 33 and 35. The savings will be split between Woodinville and Northshore, there is no financial advantage for EF&R.

The BC would respond on all major incidents it was dispatched to based on the response protocols that exist today. The response protocols will be adjusted over time based on organizational and regional consistency.

4. Under Option 2, do their stats include all calls or aid-only calls in total?
Yes. These stats are for all dispatches. We could have reduced the number further had we removed those that were cancelled enroute.
5. Option 3 and Option 4, What is the basis of the \$116,486 (premium, training, equipment?)?
 - Provides a 2% of 1st class FF assignment pay for 12 positions
 - Provides overtime dollars for training of personnel and instructors
 - Training costs such as supplies and class fees
 - Small equipment, maintaining training cache of supplies
6. Copy of non-profit by-laws?
[Click for the Non-Profit Articles of Incorporation, Non-profit By-Laws, Interlocal Agreement.](#)
7. Describe the governance model of EF&R. Would Northshore join the Board of the non-profit? What is the difference between being a contracting agency vs. member agency?
Northshore would be joining as a contract agency and would not be a member of the EF&R Board of Directors. From an operations perspective there is no difference. To become a member of the EF&R non-profit and have a vote on the Board of Directors, Northshore would first have to pass a resolution asking to join. Then the EF&R Board would consider the request and direct the Fire Chief to provide a comprehensive financial analysis. Following the analysis, if the EF&R Board conditionally approved, the five elected boards (City Councils in Sammamish, Issaquah, and North Bend along with Fire Boards for D10 and D38) would have to approve the move. Finally, it would come back to the EF&R Board for the final vote.

Per the ILA, all partners have agreed to treat revenue and service levels in the same manner. In order to become part of the non-profit, Northshore would need to bill for transports and agree to the service levels of the ILA.

If the desire of the Board is to pursue non-profit membership, we should plan on 12-18 months to complete the process. The Board can easily transition from a contractual relationship to a full partner (See Section 2.6 of the proposed Contract).

8. Section 3.1 What are your fire suppression services?
All currently provided services for the King County area. Response to all reported fires with the resources, staffing and training required by law and agreement within the King County metro area. This includes adhering to King County Fire Chiefs Model procedures, all RCW requirements as well as industry best practices. We fulfill this function by deploying adequately staffed engines, ladders, brush trucks, tenders, battalion chief and support units. Additionally, we are signatories to the King County Automatic Aid Agreement and advocate for the further regionalization of responses resources to ensure we all have the capacity we need to address large scale emergency incidents.
9. Section 3.3 Define "temporary".
Temporary refers to the ability to move units around, most often during a business day, to cover areas where there is currently a high workload in the spirit of automatic aid or

for training coverage. This could also refer to reduced staffing, until a replacement can make it into work, when an employee goes home sick.

10. Section 3.3 Describe a cross-staffed aid car. Would we need to buy an additional aid car?

Cross-staff aid units are very prevalent in King County. As an example, there is an Aid unit and Engine housed in the station. If an Aid call comes in the crew responds in the Aid car. If a fire call comes in the unit responds in the Engine.

Current A151 can be used at Station 51, and the back-up Aid car can be used at Station 57 if cross-staffing is desired. EF&R has other Aid cars in our existing fleet to provide back up. It would require another Aid Car added to the NFD Equipment Replacement Planning document.

11. Section 3.3 Are these the minimum staffing levels?

Yes, and would be added to the [EF&R Board Policy on minimum staffing levels](#) as such.

12. Section 3.3 Will they promote engineers or test to qualify for premium engineers?

This is a matter that would involve the two union locals having a discussion. Currently, our practice is for initial Engineers to be named by seniority. Testing will be utilized in subsequent years.

13. Section 3.4 Fire Prevention Services: Provide clarification of these services

Services include, initial and annual inspection programs, plan review, permitting, code adoption and enforcement. Fire Crew based inspection program coordination and support. Education is to staff requests from the public and school systems as time and staffing allow from the fire prevention division and on-duty crews.

14. Section 3.5 Are inspections included in this proposal. Schedule and frequency.

Included are annual Inspections, supported by fire crews as they are today.

15. Section 3.8 Who would handle public records requests?

EF&R has an employee responsible for public records requests, who would also handle the requests for Northshore.

16. Section 4.3 Will you adjust the escalator year-to-year or set at 3%?

This is a proposed a contract. If selected, we are open to discussions to ensure that the needs of both Northshore and EF&R are met.

17. Section 5.2. Is the fair market value of equipment negotiated?

I believe this question is referring to all of Section 5 in the proposed contract. If additional information is needed, please provide clarification to answer. The fair market value is an accounting function that is typically not negotiated. I believe the only time a potential conflict would arise is during a termination, that process is clearly defined in Section 2.4(C) of the proposed contract.

18. Section 6.2 How will firefighters pick assignments, or stay at NFD stations?
Eastside has a negotiated seniority-based station selection system that is supported by an initial Super pick and an annual Refresh Bid. This contract, if agreed to, would go in to affect after the Super pick process. Any openings that need to be filled between annual Refresh Bids are filled at the direction of the Operations Chief. This no doubt will be another discussion between to the two Union Locals.
19. Section 6.2 What is the plan for transitioning and integrating employees?
If EF&R is selected, between now and the date of implementation Northshore employees will be invited to participate in several informational sessions. EF&R personnel will visit Northshore employees at work to provide necessary information to ensure their transition to EF&R is as seamless as possible. The two union locals will have discussions to ensure the merging of the workgroups go as smooth as possible. Over the course of the first year, employees will be stationed either based on their seniority or operational direction depending on the circumstances. Either way, it is our philosophy that co-mingling the workgroups from the beginning is the best practice to ensure work cultures are blended in a positive manner.
20. Section 7.1 How is the NFD Liaison chosen, does the Board have input into who that person is?
The Fire Chief selects the liaison, but of course the Board can provide input to the Fire Chief if that is their desire. As Fire Chief, I will be the direct contact for all Fire Commissioners and the primary attendee at your Board of Commissioners meetings. An Assistant Chief, Deputy Chief, or Deputy Director may fill in for me from time to time, but I will provide you notice when that occurs. Of course, necessary staff will accompany at Board meetings as well.
21. Section 7.2 What is included in the annual report?
The 2020 Annual Report is linked as an example. We would start with a Northshore specific report in this format and would take direction from you on what you would like to see included.
22. Section 12. What is the process for modifying the agreement?
The Northshore Board of Commissioners and the EF&R Board of Directors can modify the agreement at any time through mutual agreement. Section 12 addresses the steps that would be taken if we did not have mutual agreement, this is standard boiler plate language for this type of agreement.
23. Exhibit A Can we have more equipment than what is listed?
Yes. You can have any equipment you would like as you are still an independent Board. However, I would suggest you stay in line with what is required for the successful operation of the new joint agency. I am routinely asked about adding equipment and capabilities from our current partner agencies. This is common constructive dialogue that occurs and sometimes leads to operational change and other times leads to no change.

24. Would NSFF continue to have access to and test into Shoreline medic program or another medic program?

Northshore Firefighters would become EF&R employees. EF&R currently does not have an agreement with Shoreline. EF&R is more than willing to sit down and discuss this possibility. We are currently in discussions with the Redmond program as a result of the Woodinville Fire & Rescue contract.

As a former Firefighter Paramedic, I am a believer that all firefighters should have the opportunity to become a fire-based paramedic. I do have some misgivings about losing highly motivated firefighters for the remainder of their career when they leave us for another agency to become a paramedic. EF&R, and Local 2878, are interested in seeing a path back to the "home" agency when an employee is done being a paramedic for all future promotional opportunities to LT, Captain, BC, DC etc. thus ensuring that our Agency's future leadership potential is maximized.

25. Can you prepare a table comparing costs and project costs year-by-year?
Please see Chart on page 8.

26. What are our costs compared to our assessed value?

Estimated 2022 Northshore Fire Department AV = \$10,052,910,211

Proposed 2022 Northshore Fire Department Expense = \$10,065,009

Estimated 2022 Northshore Fire Department Bond Revenue = \$1,368,250

*Estimated Effective Tax Rate per \$1,000 = 1.14

*This estimate does not include any reserve payments but does include one-time transfer to EFR of \$412,936 comes from revenue

27. Are you aware of the status of our IT system and does this change any costs in your proposal?

This proposal includes anything needed for your two facilities. We utilize a contractor team that has been associated with EF&R for over 30 years. For the last five years they have provided all of our IT needs supporting 14 locations largely in a cloud-based service.

28. What are your expense and AV trends?

EF&R is not funded from a direct tax. Partners make monthly payments based on the agreed upon Funding Formula found in the ILA Appendix. While AV is a part of the funding formula, EF&R has no reason to track AV. The table below shows the last six expense operating budgets, the approved non-partner revenue, and the annual percentage increase for partners. Currently, EF&R's service area has an assessed AV of 41,000,000,000+ and Woodinville's service area adds \$11,000,000,000+ more.

Annual Averages					
	Partner Contribution Increases	Operating Budget	%	Non-Partner Revenue	%
2017	4.21%	\$ 25,687,090.00	5.89%	\$ 2,863,863.00	9.37%
2018	3.99%	\$ 27,082,831.00	5.43%	\$ 3,382,420.00	18.11%
2019	4.29%	\$ 28,517,841.00	5.30%	\$ 3,917,224.00	15.81%
2020	-2.19%	\$ 31,126,956.00	9.15%	\$ 4,111,588.00	4.96%
2021	-4.68%	\$ 31,390,334.00	0.85%	\$ 5,939,199.00	44.45%
2022	2.84%	\$ 32,485,240.00	3.49%	\$ 5,946,076.00	0.12%
Annual Average:	1.41%		5.02%		15.47%

The last time we assessed Tax Rate Equivalent based on Operating Expense paid by each Partner was in 2020 in preparation for the 2021-2022 Biennial Budget process:

Eastside Fire & Rescue:	.80 per 1000
Sammamish:	.42 per 1000
Issaquah:	.65 per 1000
North Bend:	.85 per 1000
D38:	.84 per 1000
D10:	1.32 per 1000 (inc. Fire Benefit Charge)

Answer to Question 25:

	2020	2021	2022	2023	2024	2025	2026
Northshore Expense Budget	\$ 10,216,712.00	\$ 10,897,442.00	\$ 11,224,365.26	\$ 11,561,096.22	\$ 11,907,929.10	\$ 12,265,166.98	\$ 12,633,121.99
Eastside Proposal			PROPOSED	ESTIMATED			
Personnel	N/A	N/A	\$ 7,393,174.00	\$ 7,614,969.22	\$ 7,843,418.30	\$ 8,078,720.85	\$ 8,321,082.47
Operations	N/A	N/A	\$ 1,046,946.00	\$ 1,078,354.38	\$ 1,110,705.01	\$ 1,144,026.16	\$ 1,178,346.95
Contract Administration	N/A	N/A	\$ 829,012.00	\$ 853,418.86	\$ 879,020.91	\$ 905,391.97	\$ 932,553.45
Equipment Replacement	N/A	N/A	\$ 135,189.00	\$ 139,244.67	\$ 143,422.01	\$ 147,724.67	\$ 152,156.41
Capital Facilities	N/A	N/A	\$ 50,000.00	\$ 51,500.00	\$ 53,045.00	\$ 54,636.35	\$ 56,275.44
Start-up Costs (one-time)			\$ 412,936.00	\$ -	\$ -	\$ -	\$ -
Sub-total:	N/A	N/A	\$ 9,867,257.00	\$ 9,737,487.13	\$ 10,029,611.23	\$ 10,330,500.00	\$ 10,640,414.72
Northshore District Expense			\$ 197,752.00	\$ 203,684.56	\$ 209,795.10	\$ 216,088.95	\$ 222,571.62
Total Estimated Northshore Expense			\$ 10,065,009.00	\$ 9,941,171.69	\$ 10,239,406.33	\$ 10,546,588.95	\$ 10,862,986.34
Add Option 1 - Share BC			\$ (460,090.00)	\$ (473,892.70)	\$ (488,109.48)	\$ (502,752.77)	\$ (517,835.35)
Add Option 2 - Reduce to 12 hr Aid			\$ (673,735.00)	\$ (693,947.05)	\$ (714,765.46)	\$ (736,208.43)	\$ (758,294.68)
Add Option 3 - TRT			\$ 116,486.00	\$ 119,980.58	\$ 123,580.00	\$ 127,287.40	\$ 131,106.02
Add Option 4 - TRT			\$ 116,486.00	\$ 119,980.58	\$ 123,580.00	\$ 127,287.40	\$ 131,106.02
Take all Options:			\$ 9,164,156.00	\$ 9,013,293.10	\$ 9,283,691.38	\$ 9,562,202.55	\$ 9,849,068.35
If Bill For Transport revenue (with GEMT):			\$ (750,000.00)	\$ (772,500.00)	\$ (795,675.00)	\$ (819,545.25)	\$ (844,131.61)
Estimate 800 Transports (conservative estimate 2020 was 919 AMR and 71 A151 transports) - Northshore Fire books the revenue in Northshore Fire Accounts							
Savings to Northshore with NO Options and NO Transport Revenue:			\$ 1,159,356.26	\$ 1,619,924.53	\$ 1,668,522.78	\$ 1,718,578.03	\$ 1,770,135.65
Option 1 only:			\$ 1,619,446.26	\$ 2,093,817.23	\$ 2,156,632.26	\$ 2,221,330.79	\$ 2,287,971.00
Option 2 only:			\$ 1,833,091.26	\$ 2,313,871.58	\$ 2,383,288.24	\$ 2,454,786.45	\$ 2,528,430.33
ALL Options and NO Transport Revenue:			\$ 2,060,209.26	\$ 2,547,803.12	\$ 2,624,237.73	\$ 2,702,964.43	\$ 2,784,053.64
ALL Options and ADD Transport Revenue:			\$ 2,810,209.26	\$ 3,320,303.12	\$ 3,419,912.73	\$ 3,522,509.68	\$ 3,628,185.24

QUESTIONS FOR BOTH CHIEFS:

1. What will happen to the credit from the North King County Training Consortium?
 - ▶ There is a \$38,400 credit from the Consortium to the NFD for facility space. That would continue to be paid to the NFD as the owner of the building.
2. Do we have a say in the span of control for BCs between 5-10 stations?
 - ▶ That is an operational and level of service decision that NFD would have a say in. For SFD we would be very unlikely to exceed 5 stations. Proper span of control in the industry is typically 3-7 with 5 as an optimal number.
3. How can NSFD change the level of service?
 - ▶ Throughout the year and as part of the Fall retreat there would be meetings and potential discussions on changes in levels of service.

QUESTIONS FOR BOTH CHIEFS:

4. Over the past 3-5 years, what has been your escalator cost for operations, equipment, and capital facilities?
- ▶ Operational salary adjustments have been:
 - ▶ 2021 – 0%, flat
 - ▶ 2020 – 3.3%
 - ▶ 2019 – 3.3%
 - ▶ 2018 – 4%
 - ▶ 2017 – 3%
 - ▶ For other costs we forecast 3% inflators. It is not feasible to look at a year to year escalator due to the varying needs that influence annual budgets. We can provide the actual percentage increases, but not an escalator that would indicate specific cost adjustments.
 - ▶ Below is a table showing our budgeted to actual, non-ALS, expenses for the previous four years.

EXPENDITURES

Budget Year	Budgeted Expenses	Actual Expenditures	Difference	Percentage (%) of Expenses
2017	\$ 16,035,688	\$ 15,993,317	\$ (42,371)	99.74%
2018	\$ 17,428,914	\$ 17,302,223	\$ (126,691)	99.27%
2019	\$ 20,234,225	\$ 20,269,268	\$ 35,043	100.17%
2020	\$ 20,918,443	\$ 20,549,331	\$ (369,112)	98.24%

QUESTIONS FOR BOTH CHIEFS:

5. Can we retain maintenance services with NUD?
 - ▶ Potentially, but we advise against it. Services are better with SFD. Our costs are about \$40k plus parts and supplies. Costs with NUD are \$66k.
6. What were the financial assumptions and how are they accounted for.
 - ▶ All are listed on pages 31 and 32.
 - ▶ We considered the current NFD operations and that portion of the overall organization. We then calculated and used that percentage for cost forecasting. Below are summaries of those calculations.
 - ▶ Personnel related cost apportioning is 26% (46 NFD personnel, 128 SFD personnel).
 - ▶ Operating related cost apportioning is 42% (\$1.658 million NFD, \$2.335 million SFD).
 - ▶ Apparatus and equipment related cost apportioning is 40% (4 staffed NFD apparatus, 6 SFD apparatus).

Q&A

(continued)

4

QUESTIONS FOR SHORELINE:

- Can we see the Shoreline budget without ALS?
 - Yes, here is a summary of 2021.
 - Expense budget can be sent if you wish, it is 1,300 lines.

REVENUES		
Property Tax & FBC	2021 Estimate	
Property Tax Levy	\$ 10,222,679	Levy Rate of \$.856
Excise Tax	\$ -	
1% Adjs. and Appeals	\$ (102,227)	1% uncollected taxes
Fire Benefit Charge	\$ 6,633,993	\$.55 Rate
Adjs. and Appeals	\$ -	Adj: FBC Appeals
Total Property Taxes and FBC	\$ 16,754,445	
REVENUE CATEGORY	2021 Estimate	Overall Percentage
Net Property Taxes and FBC (above)	\$ 16,754,445	75.74%
ALS Overhead	\$ 350,000	1.58%
BLS Allocation- KCEMS (no MIH)	\$ 810,356	3.66%
BLS Transports	\$ 800,000	3.62%
FMO Operational Permits	\$ 60,000	0.27%
FMO Plans Review	\$ 150,000	0.68%
Fire Service Contracts	\$ 927,379	4.19%
WA DOT	\$ -	
Dep of Health (DOH)	\$ 38,800	
Town of Woodway	\$ 518,129	this # minus 10% for ALS services to Woodway
DSHS (Fircrest)	\$ 94,100	
Paramount Petroleum-Snohomish	\$ 13,350	
Shoreline CC	\$ 92,500	
Metro Transit & Metro Water	\$ 101,750	
Ronald Wastewater	\$ 3,750	
Shoreline School	\$ 10,000	
SPU (hydrants)	\$ 55,000	
Deployments	\$ 20,000	0.09%
EMTG Fire Academy	\$ -	0.00%
GEMT (increased transport fees & true up)	\$ 2,100,000	9.49%
CPR/Other	\$ 15,000	0.07%
Investment Interest (KC Treasury)	\$ 110,000	0.50%
Misc. Revenues *	\$ 25,000	0.11%
Total Other Revenues	\$ 5,367,735	
TOTAL- Revenue	\$ 22,122,180	100.00%
*Misc Revenues: Zone 1, Agency Training refunds, RWW fuel, registration fees charged for classes offered by SFD, Other Misc revenues		
EXPENSES		
EXPENSES CATEGORY	2021 Estimate	Overall Percentage
Salary & Benefits	\$ 17,299,159	78.20%
Maintenance & Operations	\$ 2,335,389	10.56%
Inter-Governmental	\$ -	0.00%
Fund Transfers OUT (Res, Ben, Cap)	\$ 2,487,326	11.24%
TOTAL- Budget	\$ 22,121,874	100%

Q&A (continued)

5

QUESTIONS FOR SHORELINE:

2. BLS Transport- Can we choose not to charge?

- ▶ Possibly, but it would be complicated and legally challenging. We have to be consistent across our operational model or we risk being in violation of the law.
- ▶ Again, BLS transport is not a financial decision, it is a level of service decision. However, if NFD didn't want to transport patients then the peak-hour aid car would not be needed either, creating more savings.

3. What is your labor contract for 2022?

- ▶ I will share the salary adjustments with you in executive session as it has been temporarily agreed to and not ratified as yet.

4. Can you explain the COLA for personnel costs tables on page 23?

- ▶ COLA's are typically tied to CPI and usually are CPI-U or a little higher. The CPI for next year is 5.5%.
- ▶ If NFD was to stand-alone and negotiate a contract it potentially could be a 5.5% raise for 2022. So, in this spreadsheet I put 5.5% in for 2022 and then 3% thereafter.
- ▶ For SFD I put the actual TA'd salary amount for 2022. For 2023 I also used a 3% inflator, but there are additional savings in operations from the full valued savings of the BC's. There is also an increase in shared personnel costs with the ending of the interim Division Chief of NFD operations. For 2024 and beyond straight 3% inflator.
- ▶ Overtime costs increase at 3%.
- ▶ Transport fee revenue increases at a higher rate due to a 3% increase in transports each year and 3% increase in the fee charged.

QUESTIONS FOR SHORELINE :

5. Is the LEOFF 1 liability negotiable?
 - ▶ Yes, but the scope of work asked for it to be transferred or not. I proposed taking on the liability because there will not be any staff at NFD to manage the work. SFD will not be the employer of record and therefore not be able to manage certain aspects of the benefits. We proposed a transfer of the reserves with the assumption that the current NFD reserves were the proper amount of funding for the liability.
6. Can we keep our operating reserves? Why do we need to transfer it? Can you explain the “unplanned loss of revenue”?
 - ▶ We maintain a reserve for unplanned loss of revenue or other catastrophic, unexpected costs, we call it “Operational Reserve”. NFD, I believe, calls this reserve the “Unplanned Loss of Revenue” and sets aside 25% of the annual operating budget. If we bring over an increase in operational costs of about \$8.7 million then the approximately 20% that we have set aside will go down substantially as a percentage of our operating budget. Thus, increasing our risk. However, we also believe that by joining with the NFD we will lower our overall risk and may not need to maintain a 20% reserve. Therefore, we are asking for 15% of the operating budget impact to be transferred. There remains very little need for NFD to continue having this fund after the transfer of liabilities to SFD. We can identify the amount transferred along with other assets, so that if there was a separation back to NFD being a stand-alone agency, that the money could be transferred back.
 - ▶ The NFD could retain all of these funds as long as there was specific language in the contract that allowed for the SFD to request these funds in the very unlikely event that they were needed.

Q&A (continued)

7

QUESTIONS FOR SHORELINE :

7. What is your administrative overhead?
 - ▶ We are not charging administrative overhead, but charging for a portion of shared personnel costs where the work is currently NFD centric.
8. Page 32- Explain how you arrived at 40% and is it negotiable? What are other options?
 - ▶ We looked at staffed fire/EMS response apparatus in the new organization, which 4 out of 10 are NFD, results in 40%. Most equipment costs are tied to these apparatus as well, even more so on fire engines and the ladder truck. We could look at just the fire engines/truck, which would be 2 out of 5, which is still 40%.
 - ▶ This could be negotiable if there was a more appropriate apportioning mechanism.
9. Page 30 can you explain the apparatus replacement fund?
 - ▶ There is a fund with annual contributions from both the NFD and SFD. This fund is established to complete all future apparatus purchases. The NFD has set aside \$522,604 to address this need and an additional \$256,000 in annual contribution. Our plan is to transfer the \$522 thousand to SFD to increase the fund to an appropriate level to account for the liability of an increased number of apparatus. The annual NFD contribution can also be lowered to \$220 thousand due to economies of scale.
 - ▶ The current assets of the NFD would be inventoried at the time of the contract and if there is a separation in the future, then the same number of assets would be returned along with a percentage of any increase assets that occur after the contract.

Q&A (continued)

QUESTIONS FOR SHORELINE :

10. Page 30 do we need to maintain our own server session? Can we pay the cost for updating our system if under \$100K?
 - ▶ No, you do not need to upgrade your entire server system. Our proposal is for the NFD system to be connected to the SFD system. However, there is still a need for some smaller servers, new phone system, door security system, etc. It is unknown what the costs will be needed in 2022, the \$100k is just an estimate only based off of what has been budgeted and a very high level look at the needs in the NFD. This could be significantly reduced if the monies budgeted in 2021 are actually used prior to the end of the year.
11. Does your proposal provide admin and IT support for the NFD Board?
 - ▶ Yes
12. Why do we need to transfer our reserves? Is this negotiable?
 - ▶ The transfer of funds corresponds to the transfer of liabilities. Some of this could be negotiable depending on discussions. The LEOFF I, operating reserves, and apparatus replacement fund have been previously discussed.
 - ▶ The transfer for accrued benefits that was identified is not the full value of the benefits as projected for the end of the year, but a portion that we felt was appropriate. If you wish to decrease the amount of this transfer then we could do so, if there was an agreement for the NFD to cover all separation cash outs for the next two years, or something else that we negotiated.

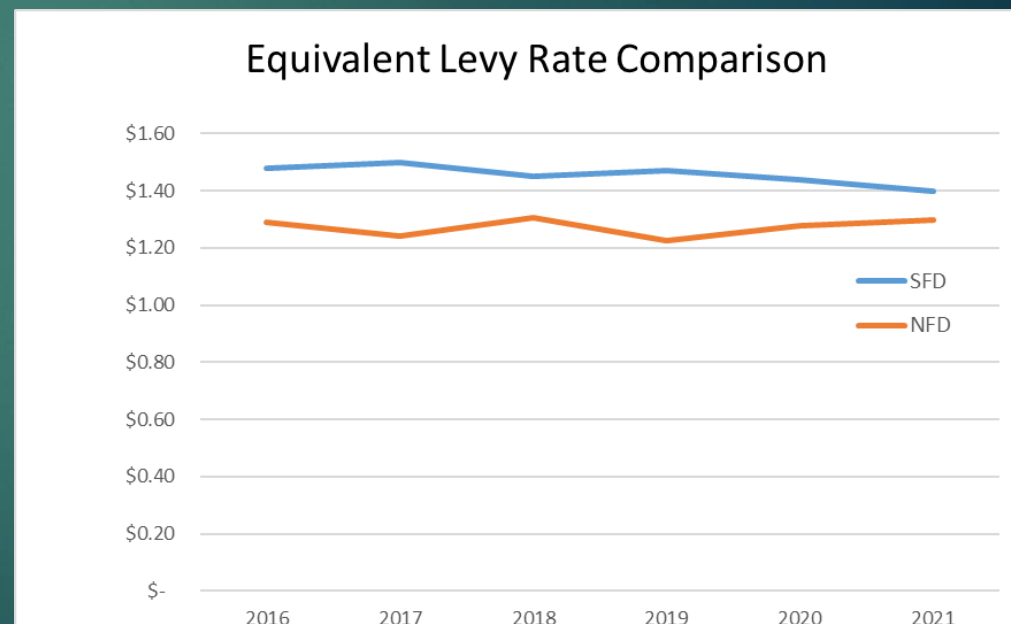
Q&A (continued)

9

QUESTIONS FOR SHORELINE :

13. There is an error in chart on page 36. Our AV number for 2021 is not a - 0.22%.
- We were using the data provided by NFD staff. However, we requested confirmation of the data and we received an updated AV number that is even a little less than what was put in our proposal. Instead of \$8,707,216,466 it is \$8,703,816,682, which is a .26% drop in AV. I have updated the table and chart, which are below:

NFD			
Year	Assessed Valuation	AV % Change	Equivalent Rate
2016	\$ 6,054,273,196	9.37%	\$ 1.29
2017	\$ 6,515,548,648	7.62%	\$ 1.24
2018	\$ 7,161,521,894	9.91%	\$ 1.31
2019	\$ 8,085,320,023	12.90%	\$ 1.22
2020	\$ 8,726,665,321	7.93%	\$ 1.28
2021	\$ 8,703,816,682	-0.26%	\$ 1.30



Q&A (continued)

10

QUESTIONS FOR SHORELINE :

14. How would public records requests be handled?
 - ▶ SFD is assuming that work load.
15. Page 32 What control would we have over the budgeted costs?
 - ▶ The NFD will have a say in level of services changes, capital facility and fixture expenditures, and input on the operating budget. Our annual budget would be developed and becomes the cost to the NFD for the following year.
16. Page 32 what are the detail breakdown of costs in the \$8,925,377 subcategories that make up this amount.
 - ▶ Salary and benefits: \$7,568,068
 - ▶ Administration - \$578,005
 - ▶ Training - \$208,372
 - ▶ Community Risk Reduction - \$173,028
 - ▶ Operations - \$6,107,427
 - ▶ BC attrition savings – (\$216,412)
 - ▶ Shared Personnel costs - \$266,817
 - ▶ Overtime - \$596,009
 - ▶ Transport revenue – (\$245,178)
 - ▶ General expenses (from line item budget): \$1,137,309
 - ▶ Capital apparatus annual contribution: \$220,000
 - ▶ Capital Equipment: TBD (likely around \$50,000)

QUESTIONS FOR SHORELINE :

17. What would happen if the contract were terminated? How would we get our employees back?
 - ▶ Would be difficult and would need to be negotiated. Either original NFD personnel or bidding process with Firefighters, Driver/Engineers, and promoted Officers.
18. What happens to the equipment that is purchased during the term of the contract?
 - ▶ Accounted for at the initiation of the contract and would then be separated back out upon separation. Any increases in inventory would also be separated out as a percentage of the contribution. Needs to be put into the ILA.
19. What would happen if the contract were terminated?
 - ▶ We are preparing for success. It is very difficult to prepare all language necessary for separating back out all assets, etc. However, we are committed to treating NFD as a partner and would separate out as appropriate. Likely aligned with the contribution percentage. We value this relationship and do not anticipate that a separation would be needed, but if it is then we would collaborate on a fair process.



Northshore Fire Department Public Survey

Northshore Fire Department (NFD) is considering having another fire department operate the NFD under a contract for services. This means the Northshore firefighters and other employees would become employees of the other department. It is expected that this will provide some operational and economic efficiencies. For more information review the Northshore Fire Department website at <https://www.northshorefire.com/contract-for-services/>.

YOUR INPUT IS VERY IMPORTANT TO US. Please submit your responses by October 4th.

We would like your input to the following questions:

105

Responses

09:08

Average time to complete

Active

Status

1. Name (optional) _____

2. Email (optional) _____

3. What is your level of satisfaction with the current services you receive from the Northshore Fire Department?

[More Details](#)

Very Satisfied	82
Satisfied	15
Neither Satisfied or Dissatisfied	6
Dissatisfied	1
Very Dissatisfied	0



4. The Northshore Board of Commissioners is considering a contract for services model which requests a larger organization to manage firefighting and emergency services. The Board would still exist and control the level of services. This is different than a merger where two entities join and the two Boards would be combined.

How important is it to you to maintain local control by keeping the Northshore Fire Department (King County Fire District 16) Board?

[More Details](#)

Very important	71
Somewhat important	21
Not very important	3
Not important at all	4



5. Larger organizations improve services, increase opportunities for career advancement for firefighters and leaders, improve the ability to hire firefighters and leaders, and produce efficiencies in administration, and potential cost savings. This is called regionalization and is happening throughout the Puget Sound.

How important is it to you to have the Northshore Fire Department join a larger organization?

[More Details](#)

Very important	13
Somewhat important	22
Not very important	28
Not important at all	37



6. A contract for services provides the same or better response service from our local fire stations but provides administrative support services from a central location. This model reduces administrative costs without reducing local response capability.

How important is it to you to retain administrative functions in the Northshore Fire District?

[More Details](#)

Very Important	60
Somewhat Important	19
Not very important	21
Don't know	3



7. We expect to get improved services at a lower cost if we contract for services with a larger agency.

What is your preference for level of services and cost of services?

[More Details](#)

[Insights](#)

Less services at a lower cost.	0
The same level of services at a...	47
Same or better services at a lo...	35
Higher level of services at a hi...	16



8. When fire departments contract for services, they are required by state law to bargain the impacts of the change in working conditions with the labor group. This process is to ensure the fair treatment of the firefighter labor group.

How important is it to you that the firefighter labor groups support the potential contract for services arrangement?

[More Details](#)

[Insights](#)

Very important	86
Somewhat important	5
Not very important	2
Not important at all	8



9. Current fire service is provided from local fire stations and augmented by mutual aid agreements with surrounding agencies to ensure reliable response capability. This system will remain in place even with the contract for services model. State law allows for non-contiguous borders. This is used by Fire Departments around the State.

How important is it to you to combine with a fire department that shares borders?

[More Details](#)

More important to be adjacent	87
Not important to be adjacent	8
Don't know	2
No opinion	2



10. See the Frequently Asked Questions (FAQs) for more information at https://www.northshorefire.com/wp-content/uploads/2021/09/FAQ_9-14-21.pdf.

Please add comments and questions if you would like:

1. I want my fire department to stay local. I'm hearing that contracts are being considered from Shoreline and Issaquah.....keep my department local. The polls to have Woodinville be in charge of my department was not local, how do even consider issaquah????? Keep my department local, not the term you are using "local control" that seems confusing. If local control means my fire department stays here or to neighboring Shoreline than I am in favor.
2. Why would you contract for services with a fire department that is based in Issaquah! Partnering with Shoreline makes much more sense, on so many levels.
3. The layout of LFP is unusual and my concern is the ability of staff to find addresses quickly in an emergency if the Northshore entity goes away.
4. If you're considering joining shoreline, let, Kenmore and Woodinville it makes sense for the admin to be located in Kenmore or LFP as that location is central to the coverage area. I've heard it is being considered to be moved to Issaquah. That makes no sense at all. Issaquah should partner with Redmond.
5. It's hard to answer question 5 as I feel it forces me to answer whether or not I think joining a larger department is important or not. There's no answer that says, stay the way we are. While I believe regionalization CAN be beneficial, the citizens of Kenmore & LFP, said no to Woodinville, and now the only options are Eastside Fire & Rescue or Shoreline? Why would anyone vote for a department so far away? After watching several Commissioner meetings, it seems like there is so much disarray, and disfunction within the current Board of Commissioners, why not put a pin in this until the nearly 60% of the board will be able to work together for the next 6 months or even year and make an educated decision? We have one Commissioner who is not allowed to vote, a Commissioner who will only be in his position for a few months more and another Commissioner who is barely able to grasp what a fire district is, or what is best and will only be on the Board for a few months altogether - how is this in the best interest of the community or the firefighters? If there is no pause button on moving forward with a contract, then I only see that Shoreline is the answer, regardless of what each proposal says.
6. Please slow down this process! The merger election was over 5 months ago and the board clearly had no Plan B should the merger fail and has been dragging its heels in developing a path forward. And now, suddenly, it's urgent? Take your time and proceed responsibly. Even more importantly, wait until David Maehren is gone to finalize anything.
7. We voted no on a merger. We will vote your sorry ass out of office if you push for a contract for service! Leave NS Fire alone. It has worked perfectly for years. We are in good financial standing and don't need to make a change!!!!!!!!!!!!!!
8. I'll rely most heavily on the Union's opinion on this matter.
9. It makes a lot of sense to contract with Shoreline rather than Issaquah since Northshore firefighters already work with Shoreline firefighters. Please contract with the agency preferred by the Northshore firefighters union.
10. I thought LFP voted to keep things as they are with the fire department
11. Please do not contract for services with Issaquah. It's too far away and there is no shared experience thus far. If you must contract with another local fire department please make it Shoreline. The fire fighters support this and have already worked with Shoreline and know they share values and processes. I trust my local fire fighters to know what's best. Please trust them as well.
12. Can you elaborate on this bullet point from your FAQ's? Specifically about the levy lid lifts? "The budget needs to be determined before the levy rate, fire benefit charge, and levy lid lifts can be determined. The deadline for this is November 1, 2021."

13. Please do not commit Northshore Fire Department to long term contract for services before newly elected commissioners starting their term in 2022 have opportunity to assess the alternatives. Would like to see current Board of Commissioner set budget and benefit charge for 2022 using baseline of keeping current direct employment of Firefighters and just replacing services previously performed by Woodinville Fire and Bothell Fire. Disagree with answer 6 in FAQ. Believe 80% disapproval of merger with Bothell Fire also implies dissatisfaction of Northshore Fire Board of Commissioners that developed merger proposal.
14. I live in a condominium in Kenmore Washington. I believe am a caretaker to members of my family and myself and the boundary does not end there. It extends to the residents in our building, the environment and our Kenmore community. Our Northshore Fire department(16), is stellar and a caretaker in Kenmore of all. I grew up in Shoreline until 1955-1976, then Bothell for 14 years, and lived currently in Kenmore for the past 25 years. Kenmore was always the north end of the Lake Washington for all of my 75 years alive.. I was at the Kenmore Council meeting(9/13/2021) It was clear that we have a problem. The majority of the population existing in Kenmore, have ended up here from immigration from Seattle to Lake City, to Shoreline(LFP), NOT Woodinville, NOT Bellevue. Our current feet on the ground "Northshore Fire department 16" know the streets, alleys, bridges, paths, the businesses and neighborhoods old and new. But Importantly, most of all they know the people. I want to retain the Northshore Fire department #16 as it is now, with their own power to decide who they partner with. Question #7 I as a resident and home owner in Kenmore, and observe every day the heavy industry, the air harbor, the marina's, all on the shoreline of Kenmore. In addition I support Northshore Fire department 16 receiving necessary equipment and staff to combat any fire that may occur at or near our shoreline, in the private Berthing Channel in Lake Washington, on the shorelines Kenmore. I support the future ability and inventory to have access to to combat any fires with whatever is necessary to fight any fire on land or shoreline from the waters of Lake Washington. Fire boats I love, honor, and support Northshore Fire Department #16
15. I do not support a contract for services with Eastside. It does not make me feel safer that the HQ for my fire service is so far away. It is important to me that our aid is local. I do not think it is beneficial to spread across the region. I do not want to cut costs at the expense of our firefighters' needs and desires. I support their position that this is not ideal and isn't being done fairly or appropriately after Prop 1 was defeated less than 6 months ago.
16. As a Kenmore resident it is so important to keep our fire support local. I support the contract for services with Shoreline, not the Eastside.
17. I have not been impressed with this Board in advocating on behalf of our LFP and Kenmore residents and it is concerning that the fire fighters themselves have opposed the actions of this board at every turn. If this board is determined to merge, I would strongly advocate for a merger with Shoreline as we are neighboring communities. Let's remember that this is about people and communities and not just numbers and money.
18. Please support our firefighters and our community by signing a Contract for Services with Shoreline.
19. Why is this survey such a right-wing push poll? #9 is an egregious example. I've just said in 6 different ways that I'd like to conserve this FD, why force me to answer in a way I don't want to? This is shameful.
20. At the time Kenmore's new fire station was being built, I remember hearing a Fire Commissioner state that the facility was large enough to be a training center for other fire departments in the region. Now it seems the commissioners can't wait to make it just a satellite building that houses firefighters, with no other function. Why was so much money put into this building, if this is its fate.
21. We voted no on the merger just months ago..we do not want to combine our firefighting service with Woodinville alone or even further away due to the distance. We Prefer our own Administration in Kenmore by giving the opportunity to promote within our department. If not able, then sharing administration with a city, Shoreline, that shares a border, closer, shares standards and that know our area, terrain and city well, with same

level of service. This is again being rushed and pushed by 2 fire commissioners. It is extremely important to keep the firefighters and Union local, as well as maintain local control!

22. Please hold off on this decision until after the first of the year.
23. Listen to your fire department!
24. I am confused why you are dead set on ruining a well functioning system of local service. Please STOP and take care of us as a local District, the way we set it up!
25. I don't understand question 4
26. Shoreline seems to be the best option.
27. I support contracting services with Shoreline Fire. In reviewing the proposals of each fire department Shoreline is the only option. I do not support the proposal of Eastside Fire. We should not be looking to reduce service. The voters have already shown this board they want to support our firefighters and have no interest in looking east for services.
28. I support keeping the fire department local or contracting with shoreline. I DO NOT support contracting with Eastside Fire.
29. I am concerned that the firefighters, spouses and close family members are packing the boards of fire commissioners and depriving us of civilian oversight of our fire departments.
30. Shoreline is the only department that makes sense!
31. I heard from multiple people you are trying to have our fire department be absorb by east side fire (which is in issaquah) when Shoreline wants to merge with us and is right next door. I thought we just voted that we have no interest in joining a fire department that is not next to us and a few months later you guys are trying it again but further away? I just don't see any benefit to that, only loss of local control. I also heard that this time it is not even going to go to a vote? The people that have talked to me about this and myself feel betrayed by our fire department. It feels like you asked our opinion and you didn't like what we had to say but you guys turn around and find a loop hole to not have us vote on it this time just so you can do what you want. What is so bad about Shoreline? I know they have tried in the past to become one department with us with no luck? I have had them at my house a few times over the years both their fire trucks and medic trucks to help my wife and I out with our health issues and they are always very professional and helpful when we need them. (They also go out of their way to bring us to the hospital, where I have had our fire department call a different ambulance when they were already at our house in one). I have never once had an east side truck at my house. Everyone that I've talked to has expressed a lot of anger towards our fire department on how this is being handled, we ask that you please slow this down so everyone can make an informed decision. If you're unable to do that at least put it to a public vote like last time so we can all have a say in how our fire department will run. Questions I would like answered 1) What benefit would joining east side have when I have to call 911 to my home in Lake Forest Park 2) Would east side change how many trucks/response vehicles that are in Northshore, so we don't have to keep getting help from Shoreline when I call 911? 3) What is wrong with Shoreline and why do we keep telling them no? 4) Will the public be able to vote on this like we were able to when Northshore tried to do this with Woodinville, why/why not? 5) Will the money I pay in taxes being going to eastside where I would never see any benefit from them?
32. Can we please leave our fire department intact? It starts too look like the elected officials don't want to do what they are explicitly told by their constituents.
33. Either go with Shoreline or just hit the pause button for a few months until the new Fire Commission comes in. I echo the sentiments that this urgency to act immediately feels manufactured.

34. Do not merge, combine, or contract with other departments for services. I voted against prop 1 because it was a bad idea. I will happily continue to pay my fair share of service and admin costs via local firefighter levies. The system is not broken, so don't try to fix it.
35. A contract for service with a department we have minimal interaction with regularly makes zero sense. Shoreline and Northshore are neighboring departments that interact on a daily basis. Keep our department local!
36. Why is labor opposing the Eastside Fire contract proposal?
37. As a 45 year Kenmore resident, I want to continue Shoreline Fire Department for our Paramedic Services. These are the people my neighbors know and trust (I live near Arrowhead School). I support our Northshore Firefighters in wanting to be with a close0by department. Eastside Fire is on the other side of the county, an hour away from our Kenmore vibe. They have absolutely no connection to us. Why would they even want to be involved with a district so far away? This makes no sense when we have Shoreline right next door.
38. I am a Kenmore resident and voted no to join Woodinville. It is frustrating the commissioner's no longer represent the people nor the firefighters of their district. It is criminal the lengths they are going through against our wishes in trying to join ESFR. They need to look to Shoreline for services and allow the public to vote. ELLIS and MAEHREN passed on Shorelines proposal at the start without truly comparing the benefits between Shoreline and Woodinville. Bias and off the book's conversations and promises were made. Greg A. should have never been the Chief. Let the residents have a say along with the firefighters we trust. I no longer have faith in the commission's elected. They need to go!
39. Didn't we just vote against something similar? Did the commissioners get the message?
40. Don't mess with what works now!!
41. It's important for fire coverage and administrative functions to be as close geographically as possible.
42. Why will we still need a separate district with our own local board? Why not get absorbed by Shoreline District?
43. To the Board, Thank you for considering regionalization of fire services. Fire fighters (and their union reps) are very good at manipulating the political system for their own personal gain and union power; the endorsements and campaigning that we see in the community is gross for lack of a better term. I support the fire fighters, but don't believe that they should be influencing business decisions or politics, putting the union's deep pockets up against individual candidate budgets or other financially constrained efforts (I recognize that you likely benefitted from this in your own campaign and don't fault you, sadly it appears that is how you get elected). I know that either labor contract is very generous and will treat fire fighters fairly and urge you to make the best decision for the community. Thank you for your service on the Board! Also, this survey can only be found via the Keepnorthshorefirelocal.com (can't find it on NSFD's website), so I would expect the results to be skewed.
44. It makes absolutely NO SENSE to contract for services with an entity as far away as Issaquah! Think it through-- especially in the case of a local disaster, delays in ramping up needed services would be highly likely; or in a regional catastrophe, ie earthquake, access to additional services would likely be prevented physical access due to road damages, downed power lines, downed bridges, etc. We NEED to stay as local as possible!!!!
45. Commissioners Webster, Maehren, and Curtis should resign for not representing the voters who live in the district. See email sent today.
46. Seems best to keep fire departments with common borders together in management as they also support one and other in crisis.
47. Please keep fire services local in Shoreline
48. I would prefer having Shoreline Fire Department provide the contract services for Northshore.

49. It is very important to me that our fire department is local. Consolidation for efficiencies should only be made with other local or physically adjacent departments. As a local resident and voter this is my priority.
50. This "survey" is a shameful push-poll. How dare you flout the overwhelming vote of the public. An *avalanche* of a rejection. Honestly, I cannot understand why this is moving forward other than sour grapes by commissioners who don't care for democracy. This has been nothing but bad faith, start to finish. I'm not opposed to consolidation, but as a resident of Lake Forest Park, I have no interest in a de facto merger with Eastside Fire. Shoreline is closer and we form a contiguous area, which is not the case with Eastside.
51. I SUPPORT THE SHORELINE PROPOSAL!!
52. Why the haste in pushing this proposal through? Granted this is not a merger; however, did not the community demonstrate with its vote Spring 2021 that a merger was not desired? Why is this proposal so similar? IF you must make a decision in the very near future, chose Shoreline's proposal.
53. Favor contracting with Shoreline, not Eastside F & R.
54. This latest attempt to contract with an agency located a considerable distance away in Issaquah is just the sequel to the Board's attempt with Prop 1 last April, which the fire unions opposed and local residents voted resoundingly against. We don't support this attempt either, so put this whole thing to rest already. We support the firefighters' choice for a contract with Shoreline Fire instead. Keep it local.
55. I don't understand what is lacking in the present organizational structure. If our fire service ain't broke, why are we trying to fix it?
56. Keep Northshore Fire local. I support only the contract with Shoreline if there must be a merger.

WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 16:04:24 Date: 10/01/2021

10/13/2021 To: 10/13/2021

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
1631	10/13/2021	Claims	1	0	AMY E OAKLEY	98.34	Reimbursement - Coffee & Snacks for Board Retreat
1612	10/13/2021	Claims	1	0	CHMELIK SITKIN & DAVIS PS	4,743.32	Legal Fees - General Business
1613	10/13/2021	Claims	1	0	CHMELIK SITKIN & DAVIS PS	3,272.00	Legal Fees - Public Records Request
1614	10/13/2021	Claims	1	0	CHMELIK SITKIN & DAVIS PS	302.50	Legal Fees - Employment
1615	10/13/2021	Claims	1	0	CHMELIK SITKIN & DAVIS PS	220.00	Legal Fees - Contract Review
1616	10/13/2021	Claims	1	0	CITY OF BOTHELL FIRE AND EMS	13,424.63	Sept Fire Marshal Services & 80 hours Vac Time Comp per ILA
1617	10/13/2021	Claims	1	0	DIMARTINO ASSOCIATES	3,377.96	October 2021 - Employee LTD Premiums
1618	10/13/2021	Claims	1	0	EASTSIDE PUBLIC SAFETY COMM. AGENCY	489.44	September Maintenance Agreement
1619	10/13/2021	Claims	1	0	EASTSIDE PUBLIC SAFETY COMM. AGENCY	1,061.55	Sept 2021 Radio Access Fees
1620	10/13/2021	Claims	1	0	HUMAN RESOURCES SYSTEMS	5,280.00	2021 BC Assessment Center
1643	10/13/2021	Payroll	1	0	KING COUNTY FIRE DISTRICT #16	6,141.42	Pay Cycle(s) 09/30/2021 To 09/30/2021 - ADDLIFE; Pay Cycle(s) 09/30/2021 To 09/30/2021 - LTD; Pay Cycle(s) 09/30/2021 To 09/30/2021 - MEDICAL; Pay Cycle(s) 09/30/2021 To 09/30/2021 - SUPPLIFE; Pay Cyc
1621	10/13/2021	Claims	1	0	L. N. CURTIS & SONS	343.10	Bunker Hoods
1622	10/13/2021	Claims	1	0	L. N. CURTIS & SONS	73.29	Badge 236
1644	10/13/2021	Payroll	1	0	LABOR & INDUSTRIES	77,649.96	3RD Quarter 07/01/2021 - 09/30/2021
1623	10/13/2021	Claims	1	0	LIFE ASSIST	275.25	EMS Gloves - 51 - COVID
1624	10/13/2021	Claims	1	0	LIFE ASSIST	275.25	EMS Gloves - 57 - COVID
1625	10/13/2021	Claims	1	0	NORTH CITY WATER DISTRICT	384.71	Acct #011756-000; St 57
1626	10/13/2021	Claims	1	0	NORTH CITY WATER DISTRICT	54.58	Acct #022432-000; St 57 Fire line 4
1627	10/13/2021	Claims	1	0	NORTHSHORE UTILITY DISTRICT (NUD)	736.68	Meter 318008 - Irrigation
1628	10/13/2021	Claims	1	0	NORTHSHORE UTILITY DISTRICT (NUD)	724.25	Meter 316752 - St 51
1629	10/13/2021	Claims	1	0	NORTHSHORE UTILITY DISTRICT (NUD)	1,294.34	Meter 318016 - Training
1630	10/13/2021	Claims	1	0	NORTHWEST FIRE FIGHTERS TRUST	74,156.31	Oct 2021 - Medical Premiums
1632	10/13/2021	Claims	1	0	PACIFIC OFFICE AUTOMATION	214.70	Copier Lease
1633	10/13/2021	Claims	1	0	PACIFIC OFFICE AUTOMATION	51.41	Copier - Meter Reading
1634	10/13/2021	Claims	1	0	STAPLES	477.73	Office Supplies
1635	10/13/2021	Claims	1	0	SUMMIT LAW GROUP	1,172.50	Legal Fees
1636	10/13/2021	Claims	1	0	SUMMIT LAW GROUP	603.00	Legal Fees
1637	10/13/2021	Claims	1	0	US BANK	4,133.70	Charges for cards ending 4689, 5507 & 6729
1638	10/13/2021	Claims	1	0	VERIZON WIRELESS	46.05	Suppression Cell Phones
1639	10/13/2021	Claims	1	0	VERIZON WIRELESS	882.26	Smart Phones
1640	10/13/2021	Claims	1	0	WASHINGTON COUNTIES INSURANCE FUND	5,475.78	October 2021 - Dental / Life / EAP
1645	10/13/2021	Payroll	1	0	WASHINGTON NATIONAL INS CO	61.20	Pay Cycle(s) 09/30/2021 To 09/30/2021 - CONSECO
1641	10/13/2021	Claims	1	0	WASHINGTON STATE DEPARTMENT OF REVENUE	385.20	Q3 2021 Leasehold Excise Tax
1646	10/13/2021	Payroll	1	0	WSCFF EMPLOYEE BENEFIT TRUST	8,400.00	Pay Cycle(s) 09/30/2021 To 09/30/2021 - MERP1

WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 16:04:24 Date: 10/01/2021

10/13/2021 To: 10/13/2021

Page: 2

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
1642	10/13/2021	Claims	1	0	ZIPLY FIBER	213.43	Phones - St 51
001 General Fund 10-016-0010						216,495.84	
						216,495.84	Claims: 124,243.26
							Payroll: 92,252.58

WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 16:05:09 Date: 10/01/2021

10/13/2021 To: 10/13/2021

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
1611	10/13/2021	Claims	4	0	WASHINGTON COUNTIES INSURANCE FUND	2,399.45	LEOFF I - October Medical Premiums
004 Reserve Fund 10-016-6010						2,399.45	
						<u>2,399.45</u>	Claims: 2,399.45

[illegible]

1630-A1 Commissioner Compensation Request Form

[illegible]

Signature Milton Curtis, Board Commissioner

Date _____

Northshore Fire Department
Fire Commissioner Request for Compensation

Month SEPTEMBER Year 2021 Name DAVID C. MAETHREN

Date	Description of Activity	Time
9/2	Regular Board Meeting Preparation (2 hr) Work on Board Retreat Assignments (1.5 hr)	3.5
9/7	Add'l Mtg prep (1.5 hr) Attend Reg Mtg (2 hr)	3.5
9/8	Regular Mtg F/U (1 hr) Meeting Assignments (2 hr)	3
9/11	Attend 9/11 Memorial (1 hr) Spec Mtg Prep (3 hr)	4
9/13	Attend Carl Lunak departure event (1 hr) Attend Kenmore Council Mtg (1 hr) Contract for Service Research (2 hr)	4
9/14	Add'l Meeting Preparation (2.5 hr) Attend Special Mtg (2.25 hr) Meeting F/U (.5)	5.25
9/16	Review Contract for Service Proposals (3.5) Special Meeting F/U (1.5 hr)	5 hr
9/20	Regular Meeting preparation (3 hr) Attend Lake Forest Park Council Meeting (1 hr)	4
9/21	Additional meeting prep (2 hrs) Attend Regular Board Meeting (4.5 hr) Mtg F/U (.5)	7
9/27	Open House Meeting preparation (4.5 hr)	4.5
9/28	Add'l Open House preparation (2 hr) Attend Open House Forum (3.5) Meeting F/U (1 hr)	6.5

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.

David C Maethren
Signature

09/29/2021
Date



Northshore Fire Department
Fire Commissioner Request for Compensation

Month: 9	Year: 2021	Name: Rick Webster	
Date	Description of Activity	Hours	
9/6/2021	Prep for Board of Commissioners Mtg	2	
9/7/2021	Commissioners Mtg	2	
9/8/2021	Prep for Presentation to LFP City Counsel	2	
9/9/2021	Presentation to LFP City Counsel	3	
9/10/2021	Prep for Presentation to Kenmore City Counsel	2	
9/13/2021	Presentation to Kenmore City Counsel	3	
9/14/2021	Special Called Mtg	2	
9/15/2021	Proposal Review	3	
9/16/2021	Proposal Review and prep for Spec. Meeting	2	
9/17/2021	Special Called Mtg	5	
9/20/2021	Prep for BofC Mtg, then attend LFP Work Group	4	
9/21/2021	Commissioners Mtg	3	
9/25/2021	Prep for Open House and meeting w/ the Chief	3	
9/26/2021	Prep for Open House	2	
9/27/2021	Meeting w/Chief	2	
9/28/2021	Open House	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.

Rick Webster

Signature

9-27-2021

Date

16

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: 2021.10.01 10:33:41 -07'00'

Signature

10/01/2021

Date _____



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

MINUTES

September 7, 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 5:03 PM.

Persons in attendance were Commissioners Eric Adman, Josh Pratt, Milton Curtis, Rick Webster, and Dave Maehren. Also present was Fire Chief Ahearn, Deputy Chief McDonald, Legal Counsel Matt Paxton, Board Secretary Amy Oakley, and 38 members of the public.

II. PUBLIC COMMENT

- 2.1 Kenmore resident, Stacy Valenzuela, addressed the Commissioners with comments related to the appointment of Commissioners and contract for services.

III. APPROVAL OF THE AGENDA

- 3.1 Commissioner Webster proposed to move Item 4.5 Review of documents to the website to follow Item 4.7, to add a second RCW reference to the Executive Session, and to add Item 4.12 to discussion adding a Special Meeting for September 14th.
- 3.2 *Commissioner Curtis moved to approve the agenda as amended. Commissioner Adman seconded. The motion passed unanimously.*

IV. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

- 4.1 Presentation from IAFF, Local 2459 and Q&A session
- Local 2459 President, Jeremiah Ingersoll and the Board discussed items related to the contract for services.
 - Commissioner Maehren suggested having labor input as a standard agenda item moving forward.
- 4.2 Update on meeting with City Councils of Lake Forest Park and Kenmore
- Commissioner Webster updated the Board on the upcoming September 9th meeting with Lake Forest Park and September 13th meeting with Kenmore City Council where he will provide a brief update on contract for services.
- 4.3 Contract for Services Update

- Commissioner Webster updated the Board on a September 1st letter sent to Chief Cowan and Chief Clark.
- Commissioner Curtis provided a statement about regionalization.
- 4.4 Review Criteria for Evaluating Contract for Services Proposals
 - The Board discussed and amended the criteria matrix for evaluating the contract for services proposals.
 - The Board Secretary will email to updated criteria matrix to Chief Clark and Chief Cowan.
- 4.5 Review Questions for Public Survey
 - The Board discussed posting a survey link on the NSFD website.
 - Commissioner Curtis and Commissioner Maehren will revise the survey questions and present to the Board at the next meeting.
 - The Board discussed asking Public Information Officer Booth to circulate the survey on the department's social media, and to local groups and listservs.
- 4.6 Review Questions for Agency Surveys on Contract for Services
 - Commissioner Curtis will edit and send a revised draft to Commissioners by Friday.
- 4.7 Review Documents to include on Website for Contract for Services
 - The Board discussed items to include on the contract for services website.
 - Commissioner Curtis and Commissioner Pratt will be on a subcommittee to revise the FAQs.
- 4.8 Chief and Fire Marshal Services Contracts Discussion
 - The Board discussed a letter from Commissioner Collins of Woodinville regarding the transition of IT services to NorCom.
 - The Board tabled the discussion to next meeting.
- 4.9 Discussion of Potential Future Special Meetings and Virtual Open Houses

Commissioner Maehren moved to convene a special meeting on Tuesday, September 14th at 5pm via Zoom. Commissioner Curtis seconded. The motion passed unanimously.

Commissioner Curtis moved to convene a special meeting on Tuesday, September 28th at 7pm via Zoom to have a virtual open house related to contract for services. Commissioner Maehren seconded. The motion passed unanimously.

Commissioner Maehren moved to have a special meeting for the purposes of a joint meeting with Lake Forest Park City Council's Committee of the Whole on September 20th at 6pm. Commissioner Curtis seconded. The motion passed unanimously.
- 4.10 September 11th Memorial Event
 - Deputy Chief McDonald provided an update on the September 11th event. A flyer will be posted to department website and social media accounts. The exact details may change due to COVID.
- 4.11 Station 51 Lighting Upgrade

- Fire Chief Ahearn requested additional reserve funds to upgrade exterior lighting.
- Chief Ahearn acknowledged BC Morris and crew for their ongoing facility care and upkeep.

Commissioner Adman moved to authorize the funds requested by Chief Ahearn to upgrade the exterior lighting at Station 51. Commissioner Pratt seconded. The Board discussed. The motion passed unanimously.

4.12 Discussion of a Special Meeting for September 14th

- The Board previously discussed this item under 4.9.

V. EXECUTIVE SESSION

The Board moved into Executive Session at 6:50PM until 7:05PM to discuss with legal counsel representing the agency matters relating to litigation or potential litigation pursuant to RCW 42.30.110(1)(i). The Board extended the Executive Session to 7:20PM, followed by a 5-minute break. The Board moved back into open session at 7:25PM.

VI. BOARD RESOLUTIONS

6.1 None

VII. CONSENT AGENDA

7.1 Vouchers

- The General Fund Vouchers totaled \$298,603.76
- The Reserve Fund Vouchers totaled \$2,515.86

7.2 Commissioner Compensation

7.3 Approval of Special Meeting Minutes 8/10/2021, Regular Meeting Minutes 8/17/2021, Board Retreat Minutes 8/25/2021

Commissioner Adman moved to approve the consent agenda as presented. Commissioner Pratt seconded. The motion passed unanimously.

VIII. REPORTS

8.1 Fire Chief Report

- No additional questions related to the Fire Chief's written report.

8.2 Commissioner Reports

- None

8.3 Legal Counsel Reports

- None

IX. UPCOMING BOARD AGENDAS

9.1 Setting of Future Meeting Agenda(s)

- Special meeting will be held on September 14th, 2021, to discuss public survey questions, FAQs and questions agencies, Woodinville ILAs, labor input, city council presentation feedback, executive session, website and outreach update, contract for service update, planning for Lake Forest Park joint meeting, develop agenda for 9/21 meeting, open house planning.

- Special meeting September 20th 6pm. Joint meeting with LFP City Council to discuss contract for services discussion with Lake Forest Park City Council. There will be no action items at this meeting.
- Regular meeting September 21st, in addition to the standard items, presentation from Chief's on contract proposals and Q&A, open house planning.
- Special meeting September 28th for virtual open house.
- The Board discussed outreach efforts to notify the public of upcoming meetings.

ADJOURNMENT

The meeting adjourned at 7:42PM

NEXT MEETING DATE

The next special meeting is scheduled for September 14, 2021.

Attachments: Agenda, Criteria for Evaluating Contract for Services, Documents for website: Time schedule, Scope of Work, NSFD Organizational Chart, FAQ revised draft, Public Survey Questions, Agency Interview Questions, Vouchers, Commissioner Compensation, Meeting Minutes 8/10/2021, 8/17/2021, 8/25/2021, Fire Chief's Report.

BOARD OF COMMISSIONERS

ERIC ADMAN, Member

JOSH PRATT, Member

MILTON CURTIS M.D., 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 October 5th, 2021.

DRAFT



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

MINUTES

September 14, 2021

SPECIAL 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 Eric Adman, Milton Curtis, Rick Webster, and Dave Maehren. Also present was Deputy Chief McDonald, Legal Counsel Matt Paxton, Board Secretary Amy Oakley, and 27 members of the public. Commissioner Josh Pratt joined the meeting at 5:13PM during the Executive Session. Chief Ahearn and CAO Joan Montegary joined the meeting at 6:00PM.

II. PUBLIC COMMENT

2.1 No public comments.

III. APPROVAL OF THE AGENDA

3.1 *Commissioner Maehren moved to move Executive Session to the first item of business on the agenda. Commissioner Curtis seconded. The motion passed unanimously.*

3.2 *Commissioner Maehren moved accept the agenda as amended. Commissioner Curtis seconded. The Board discussed. The motion passed unanimously.*

IV. EXECUTIVE SESSION

The Board moved into Executive Session at 5:10PM until 5:25PM to discuss with legal counsel representing the agency matters relating to litigation or potential litigation pursuant to RCW 42.30.110(1)(i) and to discuss the performance of an employee pursuant to RCW 42.30.110(1)(g). The Board extended the Executive Session to 5:40PM and extended again to 5:50PM. The Board moved back into open session at 5:50PM.

Commissioner Adman provided a statement regarding his remote interest as a current Shoreline firefighter in relation to the process for contracting for services.

V. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

5.1 Conversation with IAFF, Local 2459

- Local 2459 President, Jeremiah Ingersoll discussed the presentations at the city councils of Lake Forest Park and Kenmore.
- Mr. Ingersoll provided comments on the draft FAQs and public survey questions.

- 5.2 Update on meeting with City Councils of Lake Forest Park and Kenmore
- Commissioner Webster updated the Board on the presentations on September 9th with Lake Forest Park and September 13th with Kenmore city councils.
 - The Board discussed a letter written by Commissioner Curtis for the Kenmore City Council.
 - The Board discussed pursuing a joint meeting work session with Kenmore City Council.
- 5.3 Contract for Services Update
- The Board discussed the contract for services time frame, process, and budget preparation requirements.
 - The Board decided to have a special meeting on Friday, September 17th at 2pm to review the contract for services proposals.
- 5.4 Service Contract Website Update
- Special meetings will be added to under Key Dates.
 - Proposals will be posted on the day received.
- 5.5 Review Public Survey Questions
- The Board reviewed and revised the Public Survey questions.
- 5.6 Review FAQs for Service Contract website
- The Board reviewed and revised the FAQs.
- 5.7 Review Questions for Agency Surveys on Contract for Services
- The Board reviewed the questions to survey contracting agencies.
 - The Board agreed to contact seven organizations.
- 5.8 Woodinville ILA Discussion
- The Board discussed the September 7th, 2021, letter regarding IT Services.
 - Chief Ahearn and DC McDonald will be meeting with backup provider, Norcom, to discuss options.
 - The Board discussed the August 31st, 2021, letter regarding Response Operations which would return the Deputy Chief of Operations (DC McDonald) to fulltime employment with Northshore Fire.
- Commissioner Maehren moved for the Board Chair to sign the August 31, 2021 letter. Commissioner Webster seconded. The Board discussed the letter and options. Commissioner Maehren withdrew his motion.***
- The Board Chair will request Woodinville to resubmit a letter clarifying their request regarding Deputy Chief services.
 - This agenda item will remain on the agenda for the next regular meeting.
- 5.9 Planning for Lake Forest Park City Council Joint Meeting on September 20th
- Board Secretary will send the proposals to Lake Forest Park City Council, Kenmore City Council, and Labor group.

- This agenda item will be discussed at the special meeting on Friday, September 17th, 2021.
- 5.10 Planning for Virtual Open House on September 28th
 - The Board reviewed and approved a flyer advertising the virtual open house.
- 5.11 Discussion of Potential Future Special Meetings
 - The Board added a special meeting for Friday, September 17th, 2021 at 2pm to review the contract for services proposals.

VI. UPCOMING BOARD AGENDAS

- 6.1 Setting of Future Meeting Agenda(s)
 - Special meeting Friday, September 17th, 2pm to review the proposals, planning for Lake Forest Park City Council meeting, potential future special meetings, setting future agenda items. Discussion and Possible action item regarding Woodinville ILA and Medic One FAQ.
 - Special meeting September 20th 6pm. Joint meeting with LFP City Council. Contract for Services discussion with Lake Forest Park City Council. There will be no action items.
 - Regular meeting September 21st, in addition to the standard items, presentation from Chief's on contract proposals and Q&A, open house planning. Norcom update and Fall Prevention Week update.

ADJOURNMENT

The meeting adjourned at 7:56PM

NEXT MEETING DATE

The next regularly scheduled Board of Commissioners meeting is scheduled for September 21, 2021.

Attachments: Agenda, public notice, public survey questions, FAQs, agency questionnaire, Woodinville ILA letters, open house flyer.

BOARD OF COMMISSIONERS

ERIC ADMAN, Member

JOSH PRATT, Member

MILTON CURTIS M.D., 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 October 5th, 2021.



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

MINUTES

September 17, 2021

SPECIAL 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 2:00 PM.

Persons in attendance were Commissioners Eric Adman, Josh Pratt, Milton Curtis, Rick Webster, and Dave Maehren. Also present was Deputy Chief McDonald, Legal Counsel Matt Paxton, Board Secretary Amy Oakley, and 20 members of the public.

II. PUBLIC COMMENT

- 2.1 Kenmore resident, Emelie Nangle, addressed the Board with comments related to contract for services.

III. APPROVAL OF THE AGENDA

- 3.1 *Commissioner Curtis moved accept the agenda as presented. Commissioner Maehren seconded. The motion passed unanimously.*

IV. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

4.1 Review Contract for Services Proposals

- Commissioner Pratt thanked both Chief Clark and Chief Cowan for the tremendous efforts and work to submit the proposals.
- The Board discussed contracting with Allen Thompson, an independent accountant, to review the financial portions of the proposal.

Commissioner Maehren moved to direct the Board Chair to engage with Alan Thompson to assist the Board in analyzing the Eastside Fire and Shoreline proposals. Commissioner Curtis seconded. The motion passed unanimously.

- The Board reviewed the Eastside Fire and Rescue contract for services proposal and compiled questions for Chief Clark.
- The Board reviewed the Shoreline Fire Department contract for services proposal and compiled questions for Chief Cowan.

4.2 Planning for the Lake Forest Park City Council Joint Meeting on September 20th

- The Board discussed plans for the Lake Forest Park City Council meeting.

- Board Secretary will send the Lake Forest Park City Council links to the Contract for Services website, public survey, and FAQs.
- 4.3 Woodinville ILA Discussion
 - The Board deferred this topic to the September 21st meeting.
- 4.4 Review and discuss Frequently Asked Questions
 - The Board discussed adding an FAQ regarding the Medic One program.
- 4.5 Discussion of Potential Future Special Meetings
 - Special joint meeting with Lake Forest Park City Council on Monday, September 20th, 2021.

V. UPCOMING BOARD AGENDAS

5.1 Setting of Future Meeting Agenda(s)

Special meeting September 20th 6pm. Joint meeting with Lake Forest Park City Council to discuss contract for services. There will be no action items.

ADJOURNMENT

The meeting adjourned at 6:30PM

NEXT MEETING DATE

The next regularly scheduled Board of Commissioners meeting is scheduled for September 21, 2021.

Attachments: Agenda, public notice, criteria for evaluating proposals, Eastside Fire & Rescue proposal, Shoreline Fire Department proposal, Woodinville ILA letters.

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MEMORANDUM

DATE: October 1, 2021

TO: Board of Fire Commissioners

FROM: Doug McDonald, Deputy Chief, Response Operations

RE: Chief's Report

Please see the operational report submitted for October 5, 2021.

1. Administration has met one-on-one with our 6 members that submitted for a religious exemption. With the assistance of our legal team, we approved all 6 requests for religious exemption. Administration has worked collaboratively with Local 2459 and have a MOU moving forward. The MOU outlines the process that will be implemented on October 19, 2021, at 0800, if a member is not fully vaccinated. Currently, the only position that the district has available is the Fire Marshal and at this time none of the 6 meet the qualifications for that position. Members that are not fully vaccinated on October 19, 2021, will be removed from shift and placed on administrative leave. Additional steps and options are outlined in the MOU. As of January 17, 2022, any member that is not in compliance with the Governor's proclamation will be separated from service. Administration does not want to lose any of our incredible employees, but the district will follow the Governor's proclamation and mandate. There is an option for re-instatement for up to 2 years for non-probationary employees as long as there is a position available.
2. Our recruit is progressing well, they have conducted hose, ladder and breathing apparatus confidence courses along with successfully passing all physical, practical, and written tests. They completed week 4 of the academy on October 1st. Currently there are 22 recruits progressing through the academy.
3. Budget process is ongoing. Budget holders have submitted their potential needs to Mrs. Killion and she is preparing documents. DC McDonald, HR Moore, and Mrs. Killion will meet this next week in preparation for a budget presentation on October 19th. I anticipate meeting with each commissioner individually to review the budget, obtain areas of the budget that you would like to enhance or add and answer any questions or concerns you may have. The budget presentation on the 19th would be a draft budget pending your approval.
4. Aid 151 (2009) is back in service. All NSFD apparatus is operational.

5. All ILAs with Woodinville Fire and Rescue have concluded and all transfer of equipment has been completed.
6. E251 (1100) has been assigned to the academy. The unit may be placed into service if required due to mechanical or other related needs.
7. We have 2 members that have stepped up and are serving in Long-Term Acting positions. Congratulations to ABC Anders Hansson and ALT Kuykendall.
8. BC Doug Knight was presented with his 40-year longevity pin last week. In total he has 50 years of service as an explorer, volunteer and career firefighter.
9. Labor and Management also have an agreement in principle on extending the current-active BC list for an additional year. We will also begin meeting to discuss establishing a driver/engineer eligibility list.
10. Administration has completed the 2020 annual report, a bound hard copy is in each of your mail slots. In addition, hard copies have been sent to the Mayor and City Councils of Kenmore and Lake Forest Park. We will place an electronic version on our website and social media options. Special thanks to Jennifer Kunkle for all of her hard work on this amazing document.
11. We will be conducting a promotional ceremony for Lt. Schwartz during the October 19th, commissioner meeting. His family will be in attendance @ station 51 (Zoom) for this exciting event.
12. Administration was able to come to an agreement with NORCOM to provide IT services for NSFD through December 31, 2021. Contract was reviewed by legal and approved. Contract has been sent to the board for approval.
13. Current status of IT will be discussed in more detail. Our potential need is our (switches) that are no longer supported, this is the one area of concern. We have held off on replacing them based on the possibility of a merger and now contract for services. The current budget has \$50,000.00 budgeted if the board chooses to move forward. We have completed significant upgrades to computers, MDC's, tablets, new larger monitors (soon to be installed) on all computers. IT manager Dave Beverly who provided our IT services through an ILA with WFR has tied in with NORCOM and they are aware of our current needs. The district will also be looking into software to catalog all text messages and information on our cell phones.
14. We will also be working with NORCOM to update our mapping needs in the 4th quarter.
15. 2022 training and NKCTC budget discussions are beginning. We do not anticipate having an exact NKCTC prior to the adoption of our 2022 budget.
16. We currently have 3 Operations members off on disability, FMLA or Light duty. We anticipate two additional members taking extended time off for paternity leave in October and November.
17. Engine 151 sustained some damage to the officer side soft suction container well when the engine came into contact with a concrete post. Immediate repairs have been made and a

new piece of diamond plate trim has been ordered. The final cause of the incident is being evaluated by the safety committee.

18. We are scheduling monthly Labor/Management meetings to ensure we address any issues at the lowest level.
19. The NKCTC will be conducting two academies in 2022. This involves the use of Station 51's facility for most of the year by recruits/instructors and associated staff. We anticipate have recruits in both along with an instructor from the NSFD.
20. NSFD was contacted by the Washington Survey Rating Bureau on September 30. They advised us that we will be up for a review in 2022. Our current WSRB rating is a Class 3. We moved from a 4 to a 3 in December of 2017.
21. The district is currently gathering information on a Public Records Request. The district is following the recommendation of legal, and we believe all timelines have been met as of October 1, 2021.
22. The Burn Prop remote control required replacement along with burn prop maintenance totaling over \$29,000.00. The district and the NKCTC will work to cover this cost. The district had \$10,000.00 budgeted. We anticipated having to cover up to another \$10,000.00 due to the need for the replacement controller.
23. We have begun the hiring process, announcements on all social media have gone out along with National Testing Network. Through this process it is our intent to hire (4) recruit FFs for this coming January academies.

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 2:03	A shift 2:03	5:09	8:08
B shift 2:11	B shift 2:52		
C shift 2:22	C shift 2:07		
D shift 5:43	D shift 2:40		
9-16 2021	09-16 2021		

Call Types of	Number of Calls -Sept 16-Oct 1, 2021
Rescue	0
Structure Fire	0
Natural Vegetation	1
EMS	114
Odor Smoke	2
Electrical wiring	1
Flammable Liquid spill	2
Public Service	9
Dispatched and cancelled	21
Water problem	5
False alarm/system malfunction	14
Other	0
Total calls	169

COVID-19 Update as of 9/27/2021

1. 150,360 total cases, **an additional 2000** in the last 24 hrs. (King County)
2. 7979 total hospitalizations, **an additional 37 cases** in the last 24 hrs. (King County)
3. 1,866 total fatalities, **12 new deaths** in the last 24 hrs. (King County)
4. Kenmore – **1025 total cases**, **8** new additional in the last 24 hrs. 70 hospitalizations and 17 fatalities,
5. LFP – **497 total cases**, 21 hospitalizations and 5 fatalities, **2** new cases in the last 24 hrs.
6. 10% of all hospital beds are with COVID-19 patients and 20% of all ICU beds in King County currently are filled with COVID-19 patients.
7. Unvaccinated individuals are 8 times more likely to catch Covid and, 50 times more likely to be hospitalized and 67 times more likely to die for Covid-19.
8. Pfizer has begun to provide boosters for those over 65 and those over 50 with underlying health conditions.
9. It is recommended to obtain the same mfg. of booster that you received as a primary vaccine.
10. Delta variant 90%+ of all new cases
11. Interactions EMS has with COVID patients up to above 20 per day (was 2 per day a few months ago)
12. Vaccinations – 85% one shot, 79% both shots
13. Achieving herd immunity is dependent on the contagious level of the virus – Delta may be around 85%

Auto Aid IN to Assist NSFD (All Call Types)

Kirkland	1	9/16-10-1
Bothell	12	9/16-10/1
Shoreline	6	9/16-10/1

Auto Aid OUT of District (All Call Types)

Kirkland	1	9/16-10-1
Bothell	11	9/16-10/1
Shoreline	5	9/16-10/1

October 1, 2021

Training:

- Captain Burrow completed ICS 400, “Advanced ICS for Command and General Staff of large-scale incidents”.
- Fire Blast completed repairs and upgrades to the Burn Prop, to include providing a certification course for additional Burn Prop Operators (Firefighter’s Gillis, Petro, and Hurn, and Lieutenant Jamerson) We will also be training the Training officers from NKCTC to also serve as Burn Prop Operators.

North King County Training Consortium (NKCTC) Activities:

- NKCTC Training Officer's finalized the 2022 budget to be presented to the Fire Chief's for approval.
- NKCTC has drafted a 2022 training calendar (not published).
- The NKCTC Academy 22-1 is currently in Week 6 (week October 4).