



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

MINUTES

June 24, 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 Josh Pratt, Rick Webster, and Dave Maehren. Also present was Fire Chief Greg Ahearn, Deputy Chief Doug McDonald, Legal Counsel Matt Paxton, Board Secretary Amy Oakley, and 16 members of the public.

II. REMEMBERING COMMISSIONER RICK VERLINDA

2.1 Commissioner Webster read a statement offering condolences and recognizing Commissioner Verlinda's service to the NSFD and greater Kenmore/Lake Forest Park community. Commissioner Verlinda was elected in 2017 to the Board of Northshore Fire, where he brought extensive knowledge and skills from his 30 years as a career City of Seattle firefighter, including Battalion Chief. Commissioner Verlinda was dedicated to improving public service, serving on national committees for NFPA and Union leadership. He was devoted to the men and women of the fire service and improving service to the communities they serve. A longtime Kenmore resident, Commissioner Verlinda was known for his Halloween house on the Northshore Summit, and he spent most of the year creating unique and scary props for the holiday. A short video touring of his Halloween-decorated house was played showcasing his many talents and commitment to the community.

2.2 The NSFD Commissioner web page will be updated for both Commissioner Ellis and Commissioner Verlinda to change their titles to Former Commissioners and to include memorial text.

III. PUBLIC COMMENT

3.1 Kenmore resident, Patrick O'Brien, addressed the Commissioner with his condolences for Commissioner Verlinda and comments related to election expenditures, public comment protocols, and fire district next steps.

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

- 3.3 Legal Counsel Paxton responded to Mr. O'Brien question regarding public financing. A written response from the District is currently available on the Washington State Public Disclosure Commission's website by searching to King County Fire District 16.

IV. APPROVAL OF THE AGENDA

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

V. EXECUTIVE SESSION

The Board moved into Executive Session at 5:20PM until 5:35PM to discuss the performance of an employee pursuant to RCW 42.30.110(1)(g), and discussions regarding collective bargaining, the planning or adopting the strategy or position to be taken during the course of collective bargaining, or reviewing a proposal made in negotiations pursuant to RCW 42.30.140(4). The Board moved back into open session at 5:35PM.

VI. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

6.1 Three-member Board Operations Clarification from Legal Counsel

- o Legal Counsel Paxton clarified that although ordinary a quorum is a majority of the Board, NSD District Policy 1400 sets a quorum at 3 members. Unless that policy is changed, the District would need all three current members to have a meeting, and a vote of two members is needed to approve a motion.
- o Legal Counsel advised that for Open Public Meetings Act purposes, the District should consider two Commissioners as a quorum.
- o The Board agreed to review Policy 1400 at their next meeting.

6.2 Board Vacancies Discussion

- o The Board discussed the process for filling board vacancies. It was noted that the two vacancies will have different time durations. The vacancy for Commissioner Ellis' seat will be until November 2021, whereas the vacancy for Commissioner Verlinda's seat will be open until the next general election, at which point someone will be elected to fill the remainder of his term to 2023.
- o The Board agreed to have Commissioner Maehren prepare a proposal and public announcement to discuss at the next Board meeting.
- o The 90-day deadline to fill Commissioner Ellis' seat is August 23, 2021, and the 90-day deadline to fill Commissioner Verlinda's seat is September 15, 2021.

6.3 Discussion of Remembrance Plaque for Commissioner Don Ellis

- o The Board discussed the bronze plaque for Station 57 to honor Commissioner Ellis.

Commissioner Maehren moved to approve the bronze plaque attached to Station 57 with the following language, "Dedicated to the memory of Commissioner Don Ellis. 1931 - 2021. A guiding force in the construction of this station". Commissioner Pratt seconded. The motion passed unanimously.

6.4 What's Next

- o Commissioner Webster updated the Board that the City of Bothell can extend their Fire Marshall services through September.
- o Commissioner Webster presented two options for the Board to consider moving forward: return to a two-station fire department, or pursue contract for services.

- The Board discussed the two options and agreed to publish a request for proposals (RFP) for contact for services. The RFP will include a total contract for services package, to include both administrative and operational services.
- Legal Counsel Paxton will prepare an outline of the RFP for the next meeting.
- Commissioner Webster updated the Board that Northshore can retain the services of Fire Chief Ahearn from Woodinville Fire & Rescue until a decision is made.
- Commissioner Webster thanked Northshore’s partners for their continued support during this transition.

VII. UPCOMING BOARD AGENDAS

7.1 Setting of Future Meeting Agenda(s)

- In addition to the regular agenda items, the next meeting will include the following agenda items: Bothell Ladder Truck Update, New Hire Update, Review Policy 1400, Board Vacancies Proposals, What’s Next- RFP Outline Review, Discussion of Return to In-person Meetings, and Executive Session.

VIII. EXECUTIVE SESSION

The Board moved into Executive Session at 6:00PM until 6:15PM to discuss with legal counsel representing the agency matters relating to litigation or potential litigation when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency pursuant to RCW 42.30.110(1)(i). The Board moved back into open session at 6:15PM.

ADJOURNMENT

The meeting adjourned at 6:17PM

NEXT MEETING DATE

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

Attachments: Agenda, Notice of Special Meeting.

BOARD OF COMMISSIONERS

VACANT, Member

Electronically signed- Josh Pratt

JOSH PRATT, Member

VACANT, Member

Electronically signed- Rick Webster

RICK WEBSTER, Member

Electronically signed- David C. Maehren

DAVID MAEHREN, Member

ATTEST

Amy Oakley

Amy Oakley, Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners on July 6th, 2021.

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

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

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

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

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

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

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

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

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



Northshore Fire Department Board of Commissioners

Headquarters Station 7220 NE 181st Street, Kenmore, WA

Northshore Fire Department Board of Commissioners

Special Meeting Agenda

Thursday, June 24, 2021

5:00PM

Meeting held virtually, via Zoom

Public Comment must be submitted electronically prior to the meeting.

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

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

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

Join Zoom Meeting Online at:

<https://us02web.zoom.us/j/85044713997?pwd=dW1uWDFpNldpZl1dSSU1ZYy9LSXVQQT09>

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

Meeting ID: 850 4471 3997

Passcode: 743608

I. Open Special Northshore Board Meeting

1.1 Roll Call

II. Remembering Commissioner Rick Verlinda

III. Public Comment

3.1 Public Comment

IV. Approval of Agenda

4.1 Approval of the Meeting Agenda

V. Executive Session

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

VI. Board Discussion and Possible Action Items

6.1 Three-member Board Operations Clarification from Legal Counsel

6.2 Board Vacancies Discussion



6.3 Discussion of Remembrance Plaque for Commissioner Don Ellis

6.4 What's Next

VII. Upcoming Board Agendas

7.1 Setting of Future Meeting Agenda(s)

VIII. Executive Session

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Adjournment

Next Regular Meeting: July 6th, 2021 at 5:00 PM

Public Comment Procedures for Virtual Meetings:

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

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

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

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

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

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



KING COUNTY FIRE PROTECTION DISTRICT NO.16

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KENMORE, WA 98028**

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

NOTICE OF SPECIAL MEETING

DATED June 16, 2021

NOTICE IS HEREBY GIVEN that a special meeting of the Board of Commissioners of King County Fire Protection District No. 16, will be held via Zoom on Thursday, the 24th day of June 2021, at 5:00PM. Meeting agenda posted separately.