



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

MINUTES

October 8, 2021

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

I. OPEN SPECIAL 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, Board Secretary Amy Oakley, and 10 members of the public.

II. PUBLIC COMMENT

2.1 None

III. APPROVAL OF THE AGENDA

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

IV. EXECUTIVE SESSION

The Board moved into Executive Session at 5:05PM until 5:20PM 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 5:32PM. The Board moved back into open session at 5:32PM.

V. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

5.1 Approval of Interim Fire Chief Contract

Commissioner Curtis moved to accept the last version of the contract. Commissioner Maehren seconded. The motion passed unanimously.

- o The Board congratulated Interim Chief McDonald.

VI. UPCOMING BOARD AGENDAS

6.1 Setting of Future Meeting Agenda(s)

- o Regular meeting, October 19th, agenda will include the standard items as well as conversation with Labor, preliminary budget hearing, promotional ceremony Lt. Timothy Schwartz, Zoom procedures report, NORCOM IT report, Contract for Services scope of

work clarifications, Commissioner budget proposals, Executive Session, and Transparency/Policy 1400.

ADJOURNMENT

The meeting adjourned at 5:36PM

NEXT MEETING DATE

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

Attachments: Agenda

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

Special Meeting Agenda

Friday, October 8, 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=dW1uWDFpNldpZl1dSSU1ZlZy9LSXVQQT09>

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. Public Comment

2.1 Public Comment

III. Approval of Agenda

3.1 Approval of the Meeting Agenda

IV. Executive Session

To discuss the performance of an employee pursuant to RCW 42.30.110(1)(g) and to discuss with legal counsel representing the agency matters relating to litigation or potential litigation pursuant to RCW 42.30.110(1)(i).

V. Board Discussion and Possible Action Items

5.1 Approval of Interim Fire Chief Contract

VI. Upcoming Board Agendas

6.1 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.