



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

MINUTES

October 6, 2020

Joint Regular Meeting of the Boards of Fire Commissioners Northshore Fire Department and Woodinville Fire & Rescue and Board of Commissioners Regular Meeting at Northshore Fire Department's Headquarters Station 51

Virtual Meeting via Zoom

I. OPENING OF JOINT NORTHSHORE WOODINVILLE FIRE & RESCUE MEETING

1.1 Roll Call

Commissioner Roger Collins/Chair Dave Maehren called the meeting to order at 5:00 PM.

Persons in attendance were Commissioners Rick Verlinda, Josh Pratt, Don Ellis, Rick Webster, and Dave Maehren. Also present was Fire Chief Greg Ahearn, Deputy Chief Doug McDonald, Legal Counsel Matt Paxton, Interim Board Secretary Dawn Killion.

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

Also in attendance were 14 members of staff and the public.

II. PUBLIC COMMENT

Ted Klinkenberg – president of local 2950

- Read a statement noted that was supported by both unions, stating that labor will not endorse a consolidation without an organization chart and for a combined collective bargaining agreement

Todd Wollum – Northshore District resident, Shoreline Paramedic

- Made statements regarding communication between the employees and the commissioners, also questioned why there was not an official organization chart presented
- Commissioner Collins and Commissioner Millman responded to some of the public comment questions asked

III. APPROVAL OF THE AGENDA

3.1 No additions to the agenda were asked for.

Commissioner Osgood moved to approve the agenda as presented. Commissioner Millman seconded. The motion passed 10-0

IV. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

4.1 Merger Next Steps Discussion

A. Community Communication

- Chief Ahearn stated that the subcommittee members have been working with Liz Loomis and noted that Ms. Loomis is slated to present key messages at the next joint meeting for the board consideration

B. Merger Sub-committee report

- Chief Ahearn stated they are working with Legal Counsel Paxton on the next steps

C. Contract Sub-committee report

- Chief Ahearn stated that City of Bothell approached Woodinville Fire & Rescue for a contract for service
- Commissioner Osgood asked for clarification about when the contract for service is requesting to start
- Chief Ahearn reported the sub-committee has not had a meeting

D. Next Joint Meeting Agenda Items

- Commissioner Collins proposed having only one joint meeting each month beginning in November on either the 1st or 3rd Tuesdays, and the regular meeting being the opposite meeting.
- Collins then suggested to set the WFR regular meeting at 6:00pm
- The board agreed to hold a joint meeting Tuesday, October 20th to receive the merger consultant's public communication plan
- Report from Liz Loomis
- Communication with Labor Groups

V. EXECUTIVE SESSION

The Board moved into Executive Session at 5:37PM for 30 minutes to discuss matters related to collective bargaining negotiations and related discussions, and meetings involved with planning for such negotiations and for grievance and mediation proceedings pursuant to RCW 42.30.140(4). The board announced extensions of the executive session then moved back to open session at 6:45PM

ADJOURNMENT

The meeting adjourned at 6:45PM

VI. OPENING OF REGULAR NORHSHORE BOARD MEETING

6.1 Roll Call

Chair Dave Maehren called the meeting to order at 6:48 PM.

Persons in attendance were Commissioners Rick Verlinda, Josh Pratt, Don Ellis, Rick Webster, and Dave Maehren. Also present was Fire Chief Greg Ahearn, Deputy Chief Doug McDonald,

Legal Counsel Matt Paxton, Interim Board Secretary Dawn Killion, CAO Joan Montegary, and 8 members of the public.

VII. PUBLIC COMMENT

7.1 No public comment requests received

VIII. APPROVAL OF AGENDA

8.1 No agenda changes were requested.

Commissioner Webster moved to approve the agenda as presented. Commissioner Pratt seconded. The motion passed 5-0

IX. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

9.1 Preliminary Budget Presentation and Discussion

9.2 Board Budget Proposals

- All commissioners had nothing to add or remove at this time

9.3 Personal Protective Equipment Purchase Request

- DC McDonald shared his PPE presentation which requests approval for the purchase of 27 sets of bunker gear and 19 helmets to bring Northshore Fire Fighters up to compliance with NFPA 1851 and WAC 296.305.02001
- Commissioner Verlinda asked if this was an anticipated cost, or did we miss that we had this expenditure coming up at the end of 2020
- Commissioner Pratt thanked Fire Chief Greg Ahearn and Deputy Chief Doug McDonald for addressing the bunker gear issue. This effort shows good faith and respect for the firefighters.

Commissioner Webster moved to approve the Personal Protective Equipment Purchase Request not to exceed \$77,000. Commissioner Pratt seconded. The motion passed 5-0.

X. CONSENT AGENDA

10.1 Vouchers

- The General Fund Vouchers totaled \$357,807.07 and Reserve Fund Vouchers totaled \$10,551.26

Commissioner Pratt moved to approve the vouchers as presented. Commissioner Ellis seconded. The motion passed 5-0

10.2 Review of Commissioner Compensation Claims

- Commissioner Velinda noted that both he and Commissioner Ellis missed submitting for compensation for the regular meeting on 9/15. They will both submit that request with the October compensation claims

10.3 Approval of Commissioner Compensation Claims

Commissioner Verlinda moved to approve the compensation claim as presented. Commissioner Ellis seconded. The motion passed 5-0

XI. REPORTS

11.1 Fire Chief Report

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

- o Chief Ahearn announced Battalion Chief Doug Knight’s return to regular shift duty and complemented his for his excellent work as COVID Coordinator.
- o Chief Ahearn also thanked Lieutenant Pete VanDusen for the excellent work as long term acting Battalion Chief while Battalion Chief Doug Knight was on special assignment.
- o There were no further additions or questions regarding the written Fire Chief’s report.

11.2 Commissioner Reports

- o No Commissioner Reports at this time

11.3 Legal Counsel Reports

- o Legal Counsel Matt Paxton advised that the Governors 20.28 extended the virtual meeting process through November 9th.
- o Legal Counsel Matt Paxton also briefed the board about the Washington State Appeals Court ruling in James Eagan v. City of Seattle relating to Open Public Meeting Act questions related to the Seattle City Council deliberations Employee Hour Tax ordinance.

XII. UPCOMING BOARD AGENDAS

12.1 Setting of Future Meeting Agenda(s)

- Budget Meeting
- Joint Meeting w/ WFR
- Reports from Subcommittee meetings
- Executive Session with regards to negotiations

XIII. ADJOURNMENT

The meeting adjourned at 7:35PM

NEXT MEETING DATE

The next regularly scheduled Commissioners meeting is for October 20th, 2020

Attachments: Agenda and Fire Chief’s Report

BOARD OF COMMISSIONERS

RICK VERLINDA, Member

JOSH PRATT, Member

DON ELLIS, Member

RICK WEBSTER, Member

DAVID MAEHREN, Member

ATTEST

DAWN KILLION, Interim Board Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners on October 20, 2020

From: [Rick Verlinda](#)
To: [Dawn Killion](#)
Subject: RE: Electronic Signatures - Documents Approved 10/20/2020
Date: Wednesday, October 21, 2020 9:37:35 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

The following documents are Approved and Electronically Signed this 21st day of October, 2020, by Commissioner Richard Verlinda.

- **AP_NOSHRFIR_APSUPINV_20201020090023 RES Fund**
- **AP_NOSHRFIR_APSUPINV_20201020090355 GEN Fund**
- **2020-08-27 Special Meeting Minutes**
- **2020-09-01 Regular Meeting Minutes**
- **2020-09-14 Special Meeting Minutes**
- **2020-09-15 Regular Meeting Minutes**
- **2020-09-15 Special Meeting Minutes**
- **2020-10-06 Regular Meeting Minutes**

Commissioner Verlinda

From: Dawn Killion <dkillion@northshorefire.com>
Sent: Wednesday, October 21, 2020 7:48 AM
To: Commissioners <e-mailcommissioners@northshorefire.com>
Subject: Electronic Signatures - Documents Approved 10/20/2020

Good morning Commissioners,

Attached please find the vouchers and meeting minutes approved at last night's regular meeting.

At your earliest availability **today**, please respond with your electronic signature using the following verbiage:

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Thank you,

Dawn Killion

Finance Specialist / Interim Board Secretary

Public Records Officer

Northshore Fire Department

7220 NE 181st ST, Kenmore, WA 98028

DIRECT: 425.354.1778

FAX: 425.354.1781

MAIN: 425.354.1780

www.northshorefire.com

dkillion@northshorefire.com



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From: [Richard Webster](#)
To: [Dawn Killion](#)
Subject: RE: Electronic Signatures - Documents Approved 10/20/2020
Date: Wednesday, October 21, 2020 8:45:02 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

The following documents are Approved and Electronically Signed this 21st day of October, 2020, by Commissioner Rick Webster.

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From: [Dave Maehren](#)
To: [Dawn Killion](#)
Subject: RE: Electronic Signatures - Documents Approved 10/20/2020
Date: Wednesday, October 21, 2020 10:55:23 AM
Attachments: [image005.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)
[image009.png](#)

The following documents are Approved and Electronically Signed this 21st day of October, 2020, by Commissioner David C. Maehren

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David Maehren
Fire Commissioer – Board Chair
Northshore Fire Department
Business Office 425.354.1780
Cell 206 604-3683



Proudly Serving the Citizens of Kenmore and Lake Forest Park

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Northshore Fire Department Board of Commissioners

Headquarters Station 7220 NE 181st Street, Kenmore, WA

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

Tuesday, October 6th, 2020

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/85223371504?pwd=dWZmWTAzQ0RsWjZuc3l4TkdsNjRlQT09>

Call in to Zoom Meeting at:

253-215-8782

Meeting ID: 852 2337 1504

Password: 905828

I. Open Joint Northshore Woodinville Fire & Rescue Meeting

1.1 Roll Call

II. Public Comment

2.1 Public Comment

III. Approval of Agenda

3.1 Approval of the Meeting Agenda

IV. Board Discussion and Possible Action Items

4.1 Merger Next Steps Discussion

- A. Community Communication
- B. Merger Sub-committee report
- C. Contract Sub-committee report
- D. Next Joint Meeting Agenda Items



V. Executive Session

Pursuant to RCW 42.30.140(4), collective bargaining negotiations and related discussions, and meetings involved with planning for such negotiations and for grievance and mediation proceedings.

Adjourn Joint Meeting

VI. Open Regular Northshore Board Meeting

6.1 Roll Call

VII. Public Comment

7.1 Public Comment

VIII. Approval of Agenda

8.1 Approval of the Meeting Agenda

IX. Board Discussion and Possible Action Items

9.1 Preliminary Budget Presentation and Discussion – Chief Ahearn –
Materials to be posted on Monday, October 5th

9.2 Board Budget Proposals

9.3 Personal Protective Equipment Purchase Request

X. Consent Agenda

10.1 Vouchers

10.2 Review of Commissioner Compensation Claims

10.3 Approval of Commissioner Compensation Claims

XI. Reports

11.1 Fire Chief Report

Website Updates Report

11.2 Commissioner Reports

11.3 Legal Counsel Report

XII. Upcoming Board Agendas

12.1 Setting of Future Meeting Agenda(s)

XIII. Adjournment

Next Regular Meeting: October 20th, 2020 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 dkillion@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 Interim Board Secretary Dawn Killion at dkillion@northshorefire.com



NORTHSHORE FIRE DEPARTMENT


2021 Budget



1

AGENDA

- Budget Requests
- *Preliminary* Revenue Forecasts
- Board's Discussion
- Budget Calendar
- Questions/Direction to Staff



2

CURRENT BUDGET REQUESTS

| | |
|-------------------|------------------|
| Current Requests | \$10,662,531 |
| Reserves | <u>823,195</u> |
| | \$11,485,726 |
| | |
| 2021 Bond Payment | <u>1,308,650</u> |
| | \$12,794,376 |

3

3

PRELIMINARY REVENUE FORECASTS @ \$1.17

| | Flat AV |
|------------------------------|---------------------|
| Est. 2021 AV | \$8,726,665,321 |
| Property Tax* | \$5,589,284 |
| Fire Benefit Charge | <u>\$4,620,914</u> |
| Effective tax rate of \$1.17 | \$10,210,198 |
| | |
| EMS Levy Funds | \$423,623 |
| Est. Misc. Revenue | <u>\$177,119</u> |
| Total Revenue | \$10,810,940 |
| | |
| <i>Increase from 2020</i> | 1.47% |

* Property tax levy is based on a 1 percent increase over last year's.

4

4

PRELIMINARY REVENUE FORECASTS @ \$1.16

Flat AV

| | |
|------------------------------|---------------------|
| Est. 2021 AV | \$8,726,665,321 |
| Property Tax* | \$5,589,284 |
| Fire Benefit Charge | <u>\$4,533,647</u> |
| Effective tax rate of \$1.16 | \$10,122,931 |
| EMS Levy Funds | \$423,623 |
| Est. Misc. Revenue | <u>\$177,119</u> |
| Total Revenue | \$10,723,673 |

Increase from 2020 **0.65%**

* Property tax levy is based on a 1 percent increase over last year's.

5

5

PRELIMINARY REVENUE FORECASTS @ \$1.15

Flat AV

| | |
|------------------------------|---------------------|
| Est. 2021 AV | \$8,726,665,321 |
| Property Tax* | \$5,589,284 |
| Fire Benefit Charge | <u>\$4,446,381</u> |
| Effective tax rate of \$1.15 | \$10,035,665 |
| EMS Levy Funds | \$423,623 |
| Est. Misc. Revenue | <u>\$177,119</u> |
| Total Revenue | \$10,636,407 |

Decrease from 2020 **-0.17%**

* Property tax levy is based on a 1 percent increase over last year's.

6

6

BUDGET REQUESTS

| | |
|-------------------|---------------------|
| Current Requests | \$10,662,531 |
| Reserves | <u>823,195</u> |
| | \$11,485,726 |
| 2021 Bond Payment | <u>1,308,650</u> |
| | \$12,794,376 |

Estimated Revenue (0% increase in A/V)

@ \$1.15 ETR = \$10,636,407

@ \$1.16 ETR = \$10,723,673

@ \$1.17 ETR = \$10,810,940

7

7

PROJECTED REVENUE

| | |
|-----------------------------|---------------------|
| 2020 Expense Fund Carryover | \$ 600,000 |
| 2021 Miscellaneous Revenue | 610,742 |
| 2021 Allowable Levy | 5,589,284 |
| 2021 Fire Benefit Charge | 4,533,647 |
| 2021 GO Bond Excess Levy | <u>1,300,000</u> |
| | \$12,633,674 |

Projected Needs

(\$12,794,376)

Delta = **(160,702)**

2021 Effective Tax Rate/AV

$((5,589,284 + 4,533,647 + 1,300,000)/8,726,665,321))$

x 1,000 = **\$1.31**

8

8

BOARD'S DISCUSSION

- Strategic initiatives
- Capital expenditures
- Reserves

9

9

BUDGET CALENDAR

- | | |
|---|-------------------|
| ▪ Budget requests due | 08/31/2020 |
| ▪ Preliminary Budget Review | 10/06/2020 |
| ▪ Preliminary budget provided to Board and posted on website by close of business | 10/13/2020 |
| ▪ Benefit Charge Hearing/Budget Hearing | 10/20/2020 |
| ▪ Final budget adoption | 11/03/2020 |
| ▪ Fire Benefit Charge resolution to Interface Systems by | 11/12/2020 |
| ▪ Deliver budget to King County no later than | 11/30/2020 |

10

10

QUESTIONS/DISCUSSION



WARRANT/CHECK REGISTER

Northshore Fire Department
MCAG #: 2512

Time: 11:55:19 Date: 10/03/2020

10/14/2020 To: 10/14/2020

Page: 1

| Trans | Date | Type | Acct # | War # | Claimant | Amount | Memo |
|-------|------------|---------|--------|-------|-------------------------------------|-----------|--|
| 1882 | 10/14/2020 | Claims | 1 | 0 | BOTHELL FIRE & EMS | 6,817.23 | Fire Marshal Services - Sept 2020 |
| 1883 | 10/14/2020 | Claims | 1 | 0 | BOTHELL FIRE & EMS | 4,970.71 | Deputy Chief Services - Sept 2020 & Bunker Gear |
| 1884 | 10/14/2020 | Claims | 1 | 0 | CHMELIK SITKIN & DAVIS PS | 2,298.00 | Legal Fees - General Business |
| 1885 | 10/14/2020 | Claims | 1 | 0 | CHMELIK SITKIN & DAVIS PS | 3,932.00 | Legal Fees - Employment |
| 1886 | 10/14/2020 | Claims | 1 | 0 | CHMELIK SITKIN & DAVIS PS | 5,106.00 | Legal Fees - Consolidation |
| 1887 | 10/14/2020 | Claims | 1 | 0 | CHMELIK SITKIN & DAVIS PS | 4,989.00 | Legal Fees - Public Records Request |
| 1888 | 10/14/2020 | Claims | 1 | 0 | COVICH-WILLIAMS INC | 1,162.66 | Cust # 1001333; Station 51 Generator Refuel |
| 1889 | 10/14/2020 | Claims | 1 | 0 | CUMMINS NORTHWEST, INC. | 17,933.70 | Repair - Engine 151 |
| 1890 | 10/14/2020 | Claims | 1 | 0 | DATAQUEST | 143.00 | New Hire Screenings |
| 1891 | 10/14/2020 | Claims | 1 | 0 | EASTSIDE PUBLIC SAFETY COMM. AGENCY | 489.44 | Sept 2020 - Maintenance Agreement |
| 1936 | 10/14/2020 | Payroll | 1 | 0 | EMPLOYMENT SECURITY DEPT - PFML | 6,720.68 | Pay Cycle(s) 07/17/2020 To 07/17/2020 - PFML; Pay Cycle(s) 07/31/2020 To 07/31/2020 - PFML; Pay Cycle(s) 08/19/2020 To 08/19/2020 - PFML; Pay Cycle(s) 08/31/2020 To 08/31/2020 - PFML; Pay Cycle(s) 09/ |
| 1892 | 10/14/2020 | Claims | 1 | 0 | FIRETREX INC | 5,055.00 | Fire Staffing System Fees |
| 1893 | 10/14/2020 | Claims | 1 | 0 | FROULA ALARM SYSTEMS, INC | 148.51 | Q4 Alarm Monitoring Fee - St 51 |
| 1937 | 10/14/2020 | Payroll | 1 | 0 | KING COUNTY FIRE DISTRICT #16 | 3,086.36 | Pay Cycle(s) 09/30/2020 To 09/30/2020 - ADDLIFE; Pay Cycle(s) 09/30/2020 To 09/30/2020 - MEDICAL; Pay Cycle(s) 09/30/2020 To 09/30/2020 - METLIFE; Pay Cycle(s) 09/30/2020 To 09/30/2020 - METLIFE2 |
| 1894 | 10/14/2020 | Claims | 1 | 0 | KROESEN'S, INC. | 21.95 | Class A Hat Badge |
| 1895 | 10/14/2020 | Claims | 1 | 0 | KROESEN'S, INC. | 68.20 | Class A striping - Sauer |
| 1896 | 10/14/2020 | Claims | 1 | 0 | L. N. CURTIS & SONS | 72.34 | LT Badge #204 |
| 1897 | 10/14/2020 | Claims | 1 | 0 | L. N. CURTIS & SONS | 288.27 | Structural gloves - Creger-Zier |
| 1898 | 10/14/2020 | Claims | 1 | 0 | L. N. CURTIS & SONS | 24.49 | Class B Nametag - Sauer |
| 1899 | 10/14/2020 | Claims | 1 | 0 | L. N. CURTIS & SONS | 926.20 | PPE - Taiwo & Kroon |
| 1900 | 10/14/2020 | Claims | 1 | 0 | L. N. CURTIS & SONS | 178.19 | Boots - Taiwo |
| 1938 | 10/14/2020 | Payroll | 1 | 0 | LABOR & INDUSTRIES | 77,351.94 | 3RD Quarter 07/01/2020 - 09/30/2020 |
| 1901 | 10/14/2020 | Claims | 1 | 0 | LIFE ASSIST | 242.00 | EMS Supplies - St 51 |
| 1902 | 10/14/2020 | Claims | 1 | 0 | LIFE ASSIST | 666.57 | EMS Supplies - St 57 |
| 1903 | 10/14/2020 | Claims | 1 | 0 | LIFE ASSIST | 333.96 | EMS Supplies - St 51 |
| 1904 | 10/14/2020 | Claims | 1 | 0 | MUNICIPAL EMERGENCY SERVICES | 39.27 | SCBA Repair |
| 1905 | 10/14/2020 | Claims | 1 | 0 | MUNICIPAL EMERGENCY SERVICES | 143.00 | Air Sample |
| 1906 | 10/14/2020 | Claims | 1 | 0 | NATURAL CONCEPT LANDSCAPE | 529.25 | Landscaping - Station 51 |
| 1907 | 10/14/2020 | Claims | 1 | 0 | NORCOM | 47,710.66 | 4th Qtr Billing |
| 1908 | 10/14/2020 | Claims | 1 | 0 | NORTH CITY WATER DISTRICT | 342.44 | Acct #011756-000; St 57 |

WARRANT/CHECK REGISTER

Northshore Fire Department
MCAG #: 2512

10/14/2020 To: 10/14/2020

Time: 11:55:19 Date: 10/03/2020
Page: 2

| Trans | Date | Type | Acct # | War # | Claimant | Amount | Memo |
|-------|------------|---------|--------|-------|------------------------------------|-----------|---|
| 1909 | 10/14/2020 | Claims | 1 | 0 | NORTH CITY WATER DISTRICT | 54.58 | Acct #022432-000; St 57 |
| 1910 | 10/14/2020 | Claims | 1 | 0 | NORTHSHORE UTILITY DISTRICT (NUD) | 845.02 | Meter #43105121 - St 51 |
| 1911 | 10/14/2020 | Claims | 1 | 0 | NORTHSHORE UTILITY DISTRICT (NUD) | 493.13 | Meter #35768370 - Irrigation |
| 1912 | 10/14/2020 | Claims | 1 | 0 | NORTHSHORE UTILITY DISTRICT (NUD) | 1,628.45 | Meter #48702679 - Training |
| 1913 | 10/14/2020 | Claims | 1 | 0 | NORTHWEST FIRE FIGHTERS TRUST | 73,651.49 | October 2020 - Medical |
| 1914 | 10/14/2020 | Claims | 1 | 0 | NORTHWEST FIRE FIGHTERS TRUST | 653.61 | COBRA - Hansen |
| 1915 | 10/14/2020 | Claims | 1 | 0 | PACIFIC OFFICE AUTOMATION | 214.51 | Copier Lease |
| 1916 | 10/14/2020 | Claims | 1 | 0 | PUGET SOUND ENERGY | 3,731.76 | Acct #200019536453 - St 51 |
| 1917 | 10/14/2020 | Claims | 1 | 0 | PUGET SOUND ENERGY | 83.79 | Acct #200020658783 - St 57 |
| 1918 | 10/14/2020 | Claims | 1 | 0 | SEATTLE CITY LIGHT | 1,343.68 | Acct #9969310000; St 57 Electric bill |
| 1919 | 10/14/2020 | Claims | 1 | 0 | SHIRTWORKS | 458.11 | T-Shirts |
| 1920 | 10/14/2020 | Claims | 1 | 0 | SHORELINE FIRE DEPARTMENT | 21,542.25 | Q3 2020 MIH |
| 1921 | 10/14/2020 | Claims | 1 | 0 | SHORELINE FIRE DEPARTMENT | 32,094.83 | Sick Leave Payout - Lewis and Tyler per MOU |
| 1922 | 10/14/2020 | Claims | 1 | 0 | SHORELINE FIRE DEPARTMENT | 640.00 | NSFD Share for B. Snure - Regionalization |
| 1923 | 10/14/2020 | Claims | 1 | 0 | STAPLES | 268.46 | Office Supplies |
| 1924 | 10/14/2020 | Claims | 1 | 0 | STERICYCLE | 67.39 | Bio hazard disposal |
| 1925 | 10/14/2020 | Claims | 1 | 0 | SUMMIT LAW GROUP | 3,366.00 | Legal Fees - Negotiator |
| 1926 | 10/14/2020 | Claims | 1 | 0 | TARGET SOLUTIONS LEARNING LLC | 1,400.00 | Enterprise subscription renewal |
| 1927 | 10/14/2020 | Claims | 1 | 0 | UNIVERSITY OF WASHINGTON | 2,200.00 | UV Light Boxes - COVID 19 |
| 1928 | 10/14/2020 | Claims | 1 | 0 | US BANK | 1,671.65 | Charges for Card Ending 5507 |
| 1929 | 10/14/2020 | Claims | 1 | 0 | VERIZON WIRELESS | 45.55 | Suppression Cell Phones |
| 1930 | 10/14/2020 | Claims | 1 | 0 | VERIZON WIRELESS | 623.27 | Smart Phones |
| 1931 | 10/14/2020 | Claims | 1 | 0 | WALTER E NELSON CO OF WESTERN WA | 35.90 | Dish Detergent |
| 1932 | 10/14/2020 | Claims | 1 | 0 | WALTER E NELSON CO OF WESTERN WA | 118.80 | Toilet Bowl Brushes |
| 1933 | 10/14/2020 | Claims | 1 | 0 | WASHINGTON COUNTIES INSURANCE FUND | 6,233.57 | October 2020 - Dental / Life / EAP |
| 1939 | 10/14/2020 | Payroll | 1 | 0 | WASHINGTON NATIONAL INS CO | 136.00 | Pay Cycle(s) 09/30/2020 To 09/30/2020 - CONSECO |
| 1934 | 10/14/2020 | Claims | 1 | 0 | WFC - WASHINGTON FIRE CHIEFS | 2,800.00 | 2020 Membership Renewal |
| 1940 | 10/14/2020 | Payroll | 1 | 0 | WSCFF EMPLOYEE BENEFIT TRUST | 9,400.00 | Pay Cycle(s) 09/30/2020 To 09/30/2020 - MERP1 |
| 1935 | 10/14/2020 | Claims | 1 | 0 | ZIPLY FIBER | 214.25 | Phones - St 51 (formerly Frontier) |

001 General Fund 10-016-0010

357,807.07

| | | |
|------------|----------|------------|
| | Claims: | 261,112.09 |
| 357,807.07 | Payroll: | 96,694.98 |

WARRANT/CHECK REGISTER

Northshore Fire Department
MCAG #: 2512

10/14/2020 To: 10/14/2020

Time: 11:55:39 Date: 10/03/2020

Page: 1

| Trans | Date | Type | Acct # | War # | Claimant | Amount | Memo |
|------------------------------|------------|--------|--------|-------|---------------------------------------|------------------|--|
| 1878 | 10/14/2020 | Claims | 4 | 0 | ERICKSON FURNITURE CO | 7,254.50 | New Recliners for St 57 |
| 1879 | 10/14/2020 | Claims | 4 | 0 | TCA ARCHITECTURE - PLANNING | 495.65 | August 2020 Invoice - St 57 Remodel |
| 1880 | 10/14/2020 | Claims | 4 | 0 | US BANK | 51.69 | Charges for Card Ending 4689 |
| 1881 | 10/14/2020 | Claims | 4 | 0 | WASHINGTON COUNTIES INSURANCE FUND | 2,749.42 | LEOFF I |
| 004 Reserve Fund 10-016-6010 | | | | | | 10,551.26 | |
| | | | | | | <u>10,551.26</u> | Claims: 10,551.26 |

Northshore Fire Department
Fire Commissioner Request for Compensation

| Month <u>SEPTEMBER</u> Year <u>2020</u> Name <u>DAVID C. MAETHREN</u> | | |
|---|--|------|
| Date | Description of Activity | Time |
| 09/01/2020 | Attend Regular / Joint Northshore and Woodinville Fire Commissioner Meeting 1 hour meeting prep / 2 hour meeting / .5 hour meeting follow-up | 3.5 |
| 09/11/2020 | Attend Merger committee meeting 1 hour meeting prep 2 hour meeting | 3.0 |
| 09/12/2020 | Regular Fire commissioner meeting preparation (Special and Regular Meetings) | 3 hr |
| 09/14/2020 | Attend Special Meeting of Northshore Fire Commissioners .5 meeting prep and .5 meeting attendance | 1 hr |
| 09/15/2020 | Additional meeting preparation - 1 hour Attend Special Board Meeting for training .75 hours Attend Regular joint board meeting with Northshore and Woodinville Fire Commissioners 2 hrs. Meeting follow-up .5 hours | 4.5 |
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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

09/30/2020
Date

Fire Chief's Report
Submitted by Chief Ahearn
October 6, 2020

Administration/Financial:

- Staff has been diligently working on the 2021 budget

Human Resources:

- HRM Moore attended the following SHRM WA Webcast: "Work, Racism, and Uncomfortable Conversations: How HR Can Foster a Culture of Diversity, Equity, and Inclusion"
- Lt. Tim Tyler and FF Nick Lewis transferred employment to Shoreline Fire Department into their Paramedic program
- HRM Moore met with Woodinville Chief Administrative Officer Joan Montegary for an initial HR meeting.
- AMR administered flu shots for Northshore Fire staff
- Work regarding set up and coordination of our upcoming Lieutenant promotional exam continues with HRM Moore, BC Sauer, and Cpt. Burrow
- BC Knight scheduled annual hearing tests for the crews in October

Training:

- Captain Burrow created an end of probation practical evaluation for Probationary Firefighter Gillis. His evaluation is scheduled for October 8.
- Battalion Chief Sauer and Captain Burrow observed a Zone 3 Tactical Evaluation for a Lieutenants exam.
- Captain Burrow was an Assessment Center Evaluator for the Bellevue Fire Department Lieutenant's exam.

North King County Training Consortium (NKCTC) Activities:

- The Training Officers are currently collaborating to create standardized manuals for the participating agencies to include a basic fundamentals manual, Probationary Firefighter Taskbook, Hose Manual, Ladder Manual, and skill sheets that support each document. The Training Officers are meeting with subject matter experts from each agency to maximize the collaboration.
- The Training Officers completed third quarter Multi Company Operations (MCO) for the NKCTC partnering agencies. The MCOs began September 4 and were complete on September 23. There were days that were cancelled due to poor air quality.
- Captain Burrow has been collaborating with the NKCTC Training Officers to develop a common Probationary Firefighter Taskbook. Each section contains policy review, manipulative skills, and EMS skills and assessments.
- The NKCTC Training Officers are preparing for the live fire fourth quarter MCO

Operations:

- Reaction time (average):
 - Total EMS Incidents – 151 1:26 September 1-29

- Total Fire Incidents – 83 1:50 September 1-29
- Response time from call received to on-scene (average)
 - Total unit responses – 166 5:10 September 1-29
- All crews conducted multi-company drills provided by the NKCTC. Car into building involving a natural gas leak. Fire extension involving rescue to upper floors. All crews performed well.
- NFD responded to a working house fire at the 7200 of 170th St. E151 accessed a 550-foot-long driveway to find a working attic fire. Units from Kirkland, Bothell, and Shoreline assisted in bringing the fire under control. Two occupants were treated for smoke inhalation and one occupant was transported BLS to a local hospital. The cause of the fire was investigated by NFD and the KCSO and determined to be electrical, possibly in a fan in the upstairs bathroom. The same morning, units from NFD assisted Bothell with a working fire on 44th.
- Our six new recruits are in their fourth week of the recruit academy. DC McDonald met with all of them on September 29. All are excelling and doing well.
- No firefighters in quarantine or isolation. No COVID-19 exposures.
- BC Knight has moved back to command of C-Shift. He was and continues to be instrumental in ensuring our members stay safe and have the necessary equipment to fight COVID-19. ABC VanDusen has returned to his command on B-Shift at Station 57. He did an outstanding job serving as a long-term BC. He was the Incident Commander on the above-mentioned house fire on his last day as BC.
- Lieutenant promotional exam preparation continues. We will again use Retired Assistant Chief Ron Hiraki for our assessment center and utilize Renton Regional Fire Assistant Chief Roy Gonsolus, BC Erik Hammes, and Captain Dan Alexander in conducting our scenario based tactical simulation.
- Crews will be conducting live fire training in Gold Bar in November. Planning has begun to ensure we get as many of our people in the training as possible.

Northshore Emergency Management Coalition (NEMCo):

- NEMCo collected and donated around 100 bags of groceries and almost \$500 in cash donations for Hopelink and Cedar Park Northshore food bank during our food drive on September 17.
- Our Radio Amateur Civil Emergency Services (RACES) group participated remotely in a communications drill hosted by the State of Washington with representatives from other jurisdictions. This unique drill has given us some great insight into how our RACES volunteers can gather data post-disaster without any support from NEMCo partner agencies.
- EM Lunak has been facilitating NEMCo volunteer meetings on a regular schedule again via Zoom, continuing out community education and outreach efforts while not meeting in person. September's meeting covered a COVID-19 update and fire safety. Thanks to FI Booth for providing materials and support.