



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

MINUTES

March 23, 2020

SPECIAL MEETING BOARD OF COMMISSIONERS at Northshore Fire Department's Headquarters Station 51

I. OPENING OF MEETING

1.1 Roll Call

Chair Dave Maehren called the meeting to order at 4:01 PM.

Persons in attendance were Commissioners Rick Verlinda, Don Ellis (via conference), Rick Webster, and Dave Maehren. Also present was Acting Fire Chief Eric Magnuson, Fire Chief Greg Ahearn Legal Counsel Matt Paxton (via conference), Board Secretary Kate Hansen (via conference), Lieutenant Anders Hansson, and one member of the public. Absent was Commissioner Josh Pratt.

II. EXECUTIVE SESSION

2.1 The board moved into Executive Session at 4:02PM for 15 minutes to evaluate the qualifications of an applicant for public employment or review of the performance of a public employee pursuant to RCW 42.30.110(1)(g). At 4:20PM the board extended the Executive Session by 10 minutes. The board moved back into open session at 4:28PM.

III. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

3.1 Discussion / Approval of Deputy Chief MOU

Commissioner Webster moved to approve the MOU as presented. Commissioner Ellis seconded. The motion passed unanimously.

3.2 Discussion / Approval of COVID-19 Response Plan

Chief Ahearn updated the Board on County and Department responses related to COVID-19. King County has instated a response task force. Chief Ahearn and Acting Chief Magnuson have been participating in daily updates.

Staff answered questions from the Board regarding Northshore Fire's immediate response plans for COVID-19 and Fire Chief/Deputy Chief succession.

The board directed Fire Chief Ahearn to work with Legal Counsel on a request for federal emergency relief funds which have been provided to the State of Washington.

3.3 Access / Use of Reserve Funds to Support COVID-19 Response Plan

The board discussed possible use of Northshore Fire's Disaster Reserve funds for COVID-19 related needs.

IV. ADJOURNMENT

The meeting adjourned at 5:29PM

NEXT MEETING DATE

The next scheduled Commissioners meeting is for April 8, 2020

BOARD OF COMMISSIONERS

RICK VERLINDA, Member

JOSH PRATT, Member

DON ELLIS, Member

RICK WEBSTER, Member

DAVID MAEHREN, Member

ATTEST

KATE HANSEN, Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners on April 15, 2020

From: [Dave Maehren](#)
To: [Kate Hansen](#)
Subject: RE: Electronic Signature - Minutes of 3/19, 3/23, 3/30, and 4/08
Date: Friday, April 17, 2020 12:32:36 PM
Attachments: [image001.png](#)
[image003.png](#)
[image005.png](#)
[image007.png](#)
[image009.png](#)

The following documents are Approved and Electronically Signed this 17 day of 2020, 2020, by Commissioner David C. Maehren

- **2020-03-19 NSFD Special Minutes**
- **2020-03-23 NSFD Special Minutes**
- **2020-03-30 NSFD Special Minutes**
- **2020-04-08 NSFD Special Minutes**

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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From: Kate Hansen
Sent: Thursday, April 16, 2020 3:57 PM
To: Commissioners <e-mailcommissioners@northshorefire.com>
Cc: Greg Ahearn <gahearn@northshorefire.com>
Subject: Electronic Signature - Minutes of 3/19, 3/23, 3/30, and 4/08

Good Afternoon Northshore Fire Commissioners,

Attached please find the Board Meeting Minutes of March 19th, March 23rd, March 30th, and April 8th, which were approved by the board at last night's regular meeting, April 15, 2020.

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 ____, 2020, by Commissioner _____.

- **2020-03-19 NSFD Special Minutes**

- **2020-03-23 NSFD Special Minutes**
- **2020-03-30 NSFD Special Minutes**
- **2020-04-08 NSFD Special Minutes**

Thank you,

Kate Hansen

Administrative Specialist
Northshore Fire Department

7220 NE 181st St., Kenmore, WA 98028

Office: 425-354-1780

Direct: 425.354.1779

khansen@northshorefire.com



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From: [Josh Pratt](#)
To: [Kate Hansen](#)
Subject: RE: Electronic Signature - Minutes of 3/19, 3/23, 3/30, and 4/08
Date: Thursday, April 16, 2020 8:42:09 PM
Attachments: [image001.png](#)
[image003.png](#)
[image005.png](#)
[image007.png](#)

The following documents are Approved and Electronically Signed this 16th day of April, 2020, by Commissioner Josh Pratt.

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From: [Richard Webster](#)
To: [Kate Hansen](#)
Subject: RE: Electronic Signature - Minutes of 3/19, 3/23, 3/30, and 4/08
Date: Thursday, April 16, 2020 4:28:13 PM
Attachments: [image001.png](#)
[image003.png](#)
[image005.png](#)
[image007.png](#)

The following documents are Approved and Electronically Signed this 16th day of April, 2020, by Commissioner Rick Webster.

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- **2020-03-30 NSFD Special Minutes**
- **2020-04-08 NSFD Special Minutes**

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From: [Rick Verlinda](#)
To: [Kate Hansen](#)
Subject: Re: Electronic Signature - Minutes of 3/19, 3/23, 3/30, and 4/08
Date: Friday, April 17, 2020 3:00:26 PM
Attachments: [image002.png](#)
[image004.png](#)
[image006.png](#)
[image008.png](#)

The following documents are Approved and Electronically Signed this 17th day of April, 2020, by Commissioner Rick Verlinda.

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 - **2020-03-23 NSFD Special Minutes**
 - **2020-03-30 NSFD Special Minutes**
 - **2020-04-08 NSFD Special Minutes**
-

From: Kate Hansen <khansen@northshorefire.com>
Sent: Thursday, April 16, 2020 3:56 PM
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Northshore Fire Department Board of Commissioners

Headquarters Station 7220 NE 181st Street, Kenmore, WA

Board of Commissioners Special Meeting Agenda

Monday, March 23, 2020

4:00PM

I. Open Meeting

1.1 Roll Call

II. Executive Session

2.1 Executive Session to evaluate the qualifications of an applicant for public employment or review of the performance of a public employee pursuant to RCW 42.30.110(1)(g).

III. Board Discussion and Possible Action Items

3.1 Discussion / Approval of Deputy Chief MOU

3.2 Discussion / Approval of COVID-19 Response Plan

3.3 Access / Use of Reserve Funds to Support COVID-19 Response Plans

IV. Adjournment

Next Meeting: April 8, 2020 at 5:00 PM



KING COUNTY FIRE PROTECTION DISTRICT NO.16
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KENMORE, WA 98028

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NOTICE OF SPECIAL MEETING

DATED March 22, 2020

NOTICE IS HEREBY GIVEN that a special meeting of the Board of Commissioners of King County Fire Protection District No. 16, will be held at the headquarters station located at 7220 NE 181st Street, Kenmore WA 98028, on Monday, the 23rd day of March, 2020 at 4:00PM.

Meeting agenda posted separately.