



SHORELINE FIRE DEPARTMENT BOARD OF COMMISSIONERS MEETING

REGULAR MEETING MINUTES April 21, 2022

Chair Callahan called the regular meeting of the Board of Commissioners to order at 5:00 p.m. on April 21, 2022. The meeting was held at the Shoreline Fire Department, located at 17525 Aurora Avenue North, Shoreline, Washington 98133. Due to the current COVID-19 guidelines, the meeting was also available virtually via Zoom conferencing. The Department posted a notice on its website and the front door of Station 61 providing a link and call-in information.

PRESENT:

Ken Callahan, Chair	Matt Cowan, Chief
David Harris, Vice-Chair	Mark Foster, Deputy Chief (DC)
Kimberly Fischer, Commissioner	Steve Taylor, Deputy Chief (DC)
Barb Sullivan, Commissioner	
Rod Heivilin, Commissioner	

ABSENT: None

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT:

- Doug Loeser, Department Lieutenant and Local 1760 IAFF Union President, attended the meeting with no comment.

CONSIDERATION OF AGENDA:

- None.

MINUTES

***MOTION:** Commissioner Fischer moved, and Commissioner Sullivan seconded a motion to approve the April 7, 2022 regular meeting minutes as written. The motion passed; five ayes.*

CORRESPONDENCE:

- Letter received from a citizen thanking Bruce Rice, Department Captain, for his efforts on a recent response call.
- Shoreline Area News posted an article regarding the Department's Mobile Integrated Health program (MIH).

STANDING AGENDA

WARRANTS

**SHORELINE FIRE DEPARTMENT
VOUCHER COVER SHEET**

Second Board Meeting
APRIL 21, 2022

TYPE OF TRANSACTION	INVOICE NUMBER	DISBURSEMENT AMOUNT	RELEASE DATE
EXPENSE FUND: 10-004-0010			
Vendor Voucher(s)	220412001-220412034	63,737.47	4/20/22
Vendor Voucher(s)	220415001-220415017	14,575.49	4/27/22
Payroll Vouchers	42822A - 42822M	71,172.54	4/27/22
ACH Payment Request - Payroll Direct Deposit	ACH	769,264.51	4/26/22
ACH Payment Request - HRA/VEBA	ACH	60,752.17	4/28/22
ACH Payment Request - ALERUS (457 Plan)	ACH	88,515.49	4/28/22
ACH Payment Request - WA DCP	ACH	17,102.87	4/28/22
ACH Payment Request - IAFF Local 1760 (Union Dues)	ACH	15,554.62	4/28/22
ACH Payment Request - Dept. of Retirement Systems	ACH	152,512.74	4/27/22
ACH Payment Request - DSHS	ACH	2,531.80	4/28/22
ACH Payment Request - Payroll Taxes	ACH	203,162.36	4/27/22

\$ 1,458,882.06

ALS EXPENSE FUND: 10-004-6080			
Vendor Voucher(s)	220409001 - 220409009	6,553.63	4/20/22
Vendor Voucher(s)	220416001-220416005	3,007.74	4/27/22
Payroll Vouchers	ALS42822A - ALS42822J	25,606.86	4/27/22
ACH Payment Request - Payroll Direct Deposit	ACH	277,440.59	4/26/22
ACH Payment Request - HRA/VEBA	ACH	22,853.24	4/28/22
ACH Payment Request - ALERUS (457 Plan)	ACH	36,576.02	4/28/22
ACH Payment Request - WA DCP	ACH	16,391.99	4/28/22
ACH Payment Request - IAFF Local 1760 (Union Dues)	ACH	5,627.79	4/28/22
Dept of Retirement Systems	ACH	66,355.05	4/27/22
ACH Payment Request - Payroll Taxes	ACH	68,934.29	4/27/22

\$ 529,347.20

ALS CAPITAL FUND: 10-004-6060			
Vendor Voucher(s)		No Activity	

\$ -

CMT EXPENSE FUND: 10-004-6070			
Vendor Voucher(s)		No Activity	

\$ -

CAPITAL EXPENSE FUND: 10-004-0020			
Vendor Voucher(s)	220411001-220411007	23,573.94	4/20/22
Vendor Voucher(s)	220414001-220414002	2,989.28	4/27/22
		\$ 26,563.22	

NKCTC FUND: 10-004-0100			
Vendor Voucher(s)	220410001-220410003	16,431.53	4/20/22

\$ 16,431.53

BENEFITS FUND: 10-004-6050			
Vendor Voucher(s)	220413001-220413002	6,254.15	4/27/22

\$ 6,254.15

EMS DONATION FUND: 10-004-6030			
Vendor Voucher(s)		No Activity	

\$ -

EXPENSE RESERVE FUND: 10-004-6010			
Vendor Voucher(s)		No Activity	

\$ -

MOTION			
Move to accept disbursements in the amount of :		\$ 2,037,478.16	

MOTION: *Commissioner Heivilin moved, and Commissioner Fischer seconded a motion to accept disbursements for \$2,037,478.16 per the detail above. The motion passed; five ayes.*

COMMISSIONERS' REPORT:

- The Commissioners attended the King County General Commissioners Board meeting. The speaker of the evening was Richard Price, President and Founder of PulsePoint. The King County Commissioner Board is working to reverse tax-exempt status and requesting information on 501c3 tax-exempt data within the district. Chief Cowan will forward the request to Neil Blindheim, the Department's Fire Benefit Charge service contractor, to prepare the data.

FINANCIAL REPORT:

- Will be provided at the May 5 Board meeting.

STATISTICS REPORT:

- The Department's statistical reports are provided twice per year and presented at the second Board meetings in January and July. These reports include staffing profiles, emergency response summaries, and incident response times.

IMPACT MITIGATION FEE/UPDATES:

- Chief Cowan provided a brief update and a copy of the current impact summary, which is attached and incorporated by reference.

STRATEGIC PLAN DISCUSSION:

- The strategic planning process has been centered on the Northshore Fire Department (Northshore) contract for services.

DISTRICT ACTIVITY REPORTS:

- **Chief Cowan** provided a written district activity report, which is attached and incorporated by reference.
 - Commissioner Heivilin requested an update on the Law Enforcement Officers' and Fire Fighters' Retirement System (LEOFF) reform. Chief Cowan noted that LEOFF II financial package was approved.
 - The Washington State Fire Chief's Association requested additional funding for the Joint Apprenticeship and Training Committee (JATC), which was approved by the legislature, but vetoed by the Governor.
- **Deputy Chief Foster** provided a written district activity report, which is attached and incorporated by reference.
- **Deputy Chief Taylor** provided a written district activity report, which is attached and incorporated by reference.
- **Contract Proposal with the Northshore Fire Department:**
 - Chief Cowan noted that there is a tentatively agreed to Interlocal Agreement (ILA) with the Northshore Fire Department. It was proposed to the Board to schedule a special joint Board meeting next week, April 28, at 5:00 p.m. to approve and sign the ILA. Chief Cowan will provide a copy of the current ILA for the Boards' review.

OLD BUSINESS

- **North King County Training Consortium (NKCTC) Update:**
 - Live-fire training was completed this week.
 - Continuing discussions on the future structure of the NKCTC and the replacement of Director Erik Wallgren.

- **COVID-19 Update/ Vaccine Mandate:**

- A lot of press coverage on the vaccine mandate.
- Eastside Fire Department separated employees this week.
- The Department extended temporary accommodations for employees who were scheduled to separate this month with confirmation they would consider getting the vaccine. One employee declined and has been separated from the Department, another will be going back to shift. However, we have not changed our position on requiring the vaccine mandate.

NEW BUSINESS:

- **Memorandum of Agreement (MOU) Modifying the 2022-2024 Uniformed Collective Bargaining Agreement (CBA):**

- Due to the increased number of firefighters needing to be hired, the larger competition for qualified applicants, and the greater number of Shoreline Fire Department union members eligible for retirement, the Department wanted to assist in removing the financial barrier for lateral Firefighters.
- Local 1760 and Management successfully negotiated a modification to the 2022-2024 Uniform CBA to provide a potentially higher starting salary for lateral suppression Firefighters in hiring classes in 2022 and 2023 (winter). This would be done by recognizing the lateral Firefighter's experience in the previous Department and applying that to our defined step raises. Future amendments to the contract will include training and other post operational support.

MOTION: *Commissioner Heivilin moved, and Commissioner Fischer seconded, a motion to authorize the Fire Chief to sign the MOU modifying the current 2022-2024 Uniform Collective Bargaining Agreement to provide a potentially higher starting salary for lateral suppression firefighters in hiring classes in 2022 and 2023 (winter). The motion passed; five ayes.*

PROJECTED AGENDA:

- Shoreline Fire Department's Annual Appreciation Banquet is scheduled for May 20, 2022.
- The June 2 Board meeting has been rescheduled to June 9 at 5:00 p.m.

EXECUTIVE SESSION:

- None.

The regular meeting of the Board of Commissioners adjourned at 5:41 p.m.

MOTION: *Commissioner Fisher moved, and Commissioner Sullivan seconded, a motion to adjourn the regular meeting of the Board of Commissioners at 5:41 p.m. The motion passed; five ayes.*

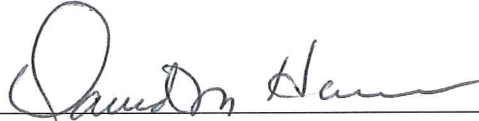
Minutes prepared by: Beatriz Goldsmith

Joyce Brown

Joyce Brown
Secretary to the Board



Kenneth G. Callahan, Chair



David M. Harris, Vice-Chair



Kimberly A. Fischer, Commissioner



Barb Sullivan, Commissioner



Rod Heivilin, Commissioner