KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

MINUTES **May 6, 2020**

REGULAR 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 5:01 PM.

Persons in attendance were Commissioners Rick Verlinda, Josh Pratt, Don Ellis, Rick Webster, and Dave Maehren. Also present was Interim Fire Chief Greg Ahearn, Interim Deputy Chief Doug McDonald, Legal Counsel Seth Woolson, Woodinville Fire & Rescue Executive Assistant Nicole Frisch, Board Secretary Kate Hansen, and two members of the public.

II. PUBLIC COMMENT

- None

III. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

3.1 District Operations

A. Review of Governor's Stay Home Stay Healthy Directive

- Legal Counsel Woolson reported that the Stay Home order and associated OPMA restrictions have been extended through May 31st. Legal Counsel will inform the board of any changes.

B. Review of Emergency Resolution

- The Emergency Resolution will stay in effect until the next review at the next review at the May 20th meeting

C. COVID-19 Response Update

- DC McDonald reviewed COVID-19 statistics for King County and surrounding areas to date.
- DC McDonald reported that Northshore Fire crews, with the leadership of BC Knight, are doing an excellent job of effective PPE use.
- Reusable gowns have been purchased and will hopefully be put into service on Friday.
- To date all personnel who have been tested for COVID-19 have been negative.

D. Financial Forecast

- Chief Ahearn reported that Financial Forecasts are being monitored closely for any potential impacts to the district.

E. Review of Current Reserve Fund Resolutions, Allocations and Balances

- Chief Ahearn reported that presently there are no concerns related to reserve funds. The topic will continue to be monitored.

F. Hiring Update: Deputy Chief Recruitment Update

- Chief Ahearn reported that the current Deputy Chief recruitment closes on May 13th. To date the district has had 25 applicants.
- Chief Ahearn answered questions from the Commissioners regarding the hiring process.

G. Hiring Update: Entry Level Firefighter Recruitment Update

- Chief Ahearn reported that to date 300 firefighter candidates have been identified and invited to provide further information.
- A lateral entry hire process is also being considered and assessed by Chief Ahearn and DC McDonald.
- Chief Ahearn answered questions from Commissioners on the Firefighter hiring process.

IV. CONSENT AGENDA

4.1 Vouchers

- The General Fund Vouchers totaled $160,210.58 and Reserve Fund Vouchers totaled $14,714.89

Commissioner Ellis moved to approve the submitted vouchers. Commissioner Pratt seconded. The board discussed. The motion passed unanimously.

V. REPORTS

5.1 Fire Chief Report

Chief Ahearn answered questions regarding the upcoming Fire Marshal vacancy due to FM LaFlam's retirement in June.

5.2 Commissioner Reports

- Commissioner Maehren reported that there have been two Consolidation Subcommittee meetings. Spreadsheets are being completed for financial comparison.

5.3 Legal Counsel Reports

- Legal Counsel Woolson reported that current work has included preparation for the May 6th meeting and reviewing OPMA impacts of the extended Stay Home order.

VI. EXECUTIVE SESSION

8.1 The Board moved into Executive Session at 5:42PM for up to 20 minutes to discuss matters related to collective bargaining pursuant to RCW 42.30.140(4)(b). The board moved back to open session at 5:55PM.

Commissioner Maehren announced that due to technical difficulties, the board was returning to open session to complete regular business and then reconvene for Executive Session.

VII. UPCOMING BOARD AGENDAS

7.1 Next Meeting Date / Time / Format and Location

- The next Regular Meeting is scheduled for May 20th at 5:00PM

7.2 Setting of Future Meeting Agenda(s)

Items were added to future meeting agendas.

The Board took a poll and concluded that Consolidation is an essential business item at this time, and therefore appropriate to have on the May 20th agenda under the current limitations related to the Governor's Stay Home order.

VIII. EXECUTIVE SESSION

8.1 The Board moved into Executive Session at 6:00PM to discuss matters related to collective bargaining pursuant to RCW 42.30.140(4)(b). The board moved back to open session at 7:05PM.

IX. ADJOURNMENT

The meeting adjourned at 7:05PM

NEXT MEETING DATE

The next regularly scheduled Commissioners meeting is for May 20, 2020

Attachments: Agenda and Fire Chief's Report

BOARD OF COMMISSIONERS

RICK VERLINDA, Member

JOSH PRATT, Member

DON ELLIS, Member

Electronically signed

RICK WEBSTER, Member

Electronically signed

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 May 20, 2020

From: Richard Webster
To: Kate Hansen
Subject: Re: Electronic Signature - Minutes Approved 5/20/2020
Date: Thursday, May 21, 2020 5:20:59 PM
Attachments: image002.png
image004.png
image006.png
image008.png

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

- **2020-04-15 NSFD Minutes**
- **2020-05-06 NSFD Minutes**

Sent from my iPhone

> On May 21, 2020, at 3:49 PM, Kate Hansen <khansen@northshorefire.com> wrote:
>
> **The following documents are Approved and Electronically Signed this __ day of ____, 2020, by Commissioner _____.**
>
> - **2020-04-15 NSFD Minutes**
> - **2020-05-06 NSFD Minutes**

From:	Dave Maehren
To:	Kate Hansen
Subject:	RE: Electronic Signature - Minutes Approved 5/20/2020
Date:	Saturday, May 30, 2020 1:23:14 AM
Attachments:	image001.png image003.png image005.png image007.png image009.png

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The following documents are Approved and Electronically Signed this 30th day of May, 2020, by Commissioner David C. Maehren.

- **2020-04-15 NSFD Minutes**
- **2020-05-06 NSFD 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, May 21, 2020 3:50 PM
To: Commissioners <e-mailcommissioners@northshorefire.com>
Cc: Greg Ahearn <gahearn@northshorefire.com>
Subject: Electronic Signature - Minutes Approved 5/20/2020

Good Afternoon Commissioners,

Apologies, I forgot to include the approved Minutes with the Vouchers this morning. Attached please find the minutes of April 15th and May 6th, which were approved by the board at last night's regular meeting, May 20, 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 _____.

2020-04-15 NSFD Minutes

- **2020-05-06 NSFD 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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