



SHORELINE FIRE DEPARTMENT BOARD OF COMMISSIONERS MEETING

REGULAR MEETING MINUTES January 2, 2020

Chair Fischer called the regular meeting of the Board of Commissioners to order at 4:15 p.m. on January 2, 2020 at the Shoreline Fire Department, located at 17525 Aurora Avenue North, Shoreline, Washington 98133.

PRESENT:

Kimberly Fischer, Chair	Matt Cowan, Fire Chief
Jon Kennison, Vice Chair	John Nankervis, Deputy Chief (DC)
David Harris, Commissioner	Tim Dahl, Deputy Chief (DC)
Ken Callahan, Commissioner	Rick Ashleman, Project Manager (PM)
Rod Heivilin, Commissioner	

ABSENT:
None.

PLEDGE OF ALLEGIANCE

PINNING CEREMONY

Following the pledge of allegiance, the regular order of business was suspended to recognize and honor the following newly promoted employees:

- Steve Taylor, Deputy Chief
- Cameron Stewart, Battalion Chief
- Michael Merrick, Lieutenant
- Ryan Burgess, Inspector

The regular order of business resumed at 5:00 p.m.:

CONSIDERATION OF AGENDA:

• **OLD BUSINESS:**

- None.

• **NEW BUSINESS:**

- None.

EXECUTIVE SESSION:

- None.

PUBLIC COMMENT:

- Gabe DeBay, President of Local 1760 of the Shoreline Fire Department thanked the Board for their efforts in regionalization. He stated that the Union supports regionalization and it would appreciate if the Board continue to move forward. The Board Chair acknowledged and thanked him for his comments.

MINUTES

MOTION: *Commissioner Harris moved, and Commissioner Kennison seconded, to approve the December 19, 2019 regular meeting minutes. The motion passed; five ayes.*

CORRESPONDENCE

- 2020 Payroll Schedule

STANDING AGENDA

WARRANTS

- No warrants were provided for approval.

COMMISSIONERS' REPORT:

- Commissioner Kennison wished everyone a Merry Christmas and a Happy New Year.
- Commissioner Fischer volunteered at the Department's Christmas Day fire truck outing and noted it was a success.

FINANCIAL REPORT:

- Provided at the second Board meeting of the month.

STATISTICS REPORT

- Provided semi-annually.

STRATEGIC PLAN DISCUSSION

- Ongoing work on the North King County Training Consortium (NKTC) and regionalization efforts.

DISTRICT ACTIVITY REPORT:

- **Deputy Chief Nankervis** provided a written district activity report, which is attached and incorporated by reference. In addition to the written report, an overview of the following topics was provided:
 - Commissioner Heivilin requested clarification on the change in staffing of A161. DC Nankervis responded that for 2020 Aid161 would be dedicated to overtime staffing only and will start and end at Station 61 seven days a week.

- **Deputy Chief Dahl** provided a verbal district activity report:
 - Construction at 155th is currently in progress and there have been no interruptions to services this time.
 - A few of the shower repairs at Station 65 and Station 64 have been completed.
 - DC Dahl will be retiring at the end of the month and therefore has been training Deputy Chief Taylor for the position.

- **Station 61 Tenant Improvement Update:**
 - PM Ashleman noted that the construction has started at Station 61 and provided a photo to the Board of the water leak from the upstairs men’s shower. Inspections to be completed next week.

NEW STATION 63 PROJECT (“Project”) DISCUSSION/UPDATES:

- **PM Ashleman** provided a brief overview of the ST 63 construction status, which is attached and incorporated by reference. The Station 63 project schedule is listed below:
 - Fiberglas window installation slated for January 10-13.
 - Metal roofing installation slated for January 21.
 - Masonry installation slated for January 2-22.
 - Metal siding installation slated for January 14-February 3.
 - Storefront window installation slated for March.
 - Apparatus bay doors installation slated for March.
 - Expected move-in between June 19 – 25.
 - Completion date of project July 27.

OLD BUSINESS

- **Resolution 19-07 Post Employment Medical Benefits Coverage:**
 - Labor and Management worked collaboratively on revisions to the Post Employment Medical Benefits Program. The revisions that were incorporated regarding ALS personnel and presented at the Dec 5 meeting have been removed.

MOTION: *Commissioner Callahan moved, and Commissioner Kennison seconded, a motion to approve and sign Resolution 19-07 Post Employment Medical Benefits Coverage. The motion passed; five ayes.*

- **New Development Update:**

- Chief Cowan and Fire Marshal LaFontaine are working on a quarterly report to track the impact fees.
- The City of Shoreline, as part of Ordinance 872 and their overall budget have increased their impact fees for 2020 without the Department's involvement. The City's 2020 rates are \$2,311 for single-family residence, and \$2,002 per unit for multi-family, \$2.84 for commercial 1, \$1.83 for commercial 2, and \$5.73 for commercial 3. Further information will be provided at the next Board meeting.

- **North King County Training Consortium (NKCTC) Update:**

- The ILA has been approved and forwarded to Bothell, Shoreline, and Northshore fire departments for signatures
- The Department has advertised for the new NCKTC Training Director. The Battalion Chief (BC) position announcement is forthcoming. The goal is to have the Training Director position chosen prior to the BC interviews.
- The NKCTC is scheduled to be up and running in mid-February.

- **Deputy Chief of Support Services Contract:**

- At the December 19, 2019 Board meeting the Deputy Chief (DC) of Support Services contract was approved. Chief Cowan provided the Board with an updated contract that reflects some recent minor changes. The Board signed the contract.

- **Regionalization Update:**

- Northshore Fire Department is requesting proposals for full administrative services from Woodinville and Shoreline Fire Departments. Northshore is still interested in moving forward with regionalization.
- It was confirmed by the Department's attorney Brian Snure that a merger does not require validation, however, a RFA might if it includes an excess levy and/or a capital bond measure. A ballot measure and simple majority will approve the merger and allow time for further discussions of regionalization.
- Northshore will likely review the proposals and make a decision on January 15.
- Chief Cowan has prepared a draft proposal that includes an outline of Northshore's current positions, the integration of those positions into the Department, and a timeline of services for the next few months. It is assumed that there will still be two separate entities that will be written into an interlocal agreement.
- The Board requested to review and discuss the draft proposal at a special meeting/workshop on January 7 at 10:00 a.m.

NEW BUSINESS

- King County Properties Protection Service Contract:
 - Attorney Brian Snure has been representing fire departments in and around King County for fire protection services of exempt properties, specifically King County owned properties.
 - King County submitted an updated negotiated services contract to the Department. The prior contract included full freight costs, which included the equivalent of a \$1.50 levy, EMS levy, and capital bond with full AV value. The new proposed contract states that a fire benefit charge or fire levy can be imposed, but not both, the EMS levy will not be included, only improvement values of properties not land costs will be calculated, and full freight will not be included. Chief Cowan contacted King County to discuss the changes and to propose a different contract model.
 - Chief Cowan would like to prepare a resolution adopting a standard model for district contracts for approval at the next Board meeting. The Board was in favor of preparing the resolution, and with continuing further discussions with King County regarding the current contract.

PROJECTED AGENDA:

- January 7 Special Board Meeting/Workshop on Regionalization
- January 8 Joint Installation Banquet (Emerald Downs)
- January 11 Fire Commissioner 101 Course @ 9:00 am at Station 61
- January 16 NCW Joint Board Meeting @ 5:00 p.m.
- January 23 Reschedule from January 16 Board meeting
- January 28 Legislative Day
- February 6 Vice Chair, Kennison will be absent
- March 7 Medic One 50th Anniversary Celebration at Seattle Convention Center

EXECUTIVE SESSION

- None.

The regular meeting of the Board of Commissioners adjourned at 6:20 p.m.

MOTION: *Commissioner Kennison moved, and Commissioner Heivilin seconded, a motion to adjourn the regular meeting of the Board of Commissioners at 6:20 p.m. The motion passed; five ayes.*

Minutes prepared by: B. Goldsmith

Respectfully submitted,

Joyce Brown

Joyce Brown
Secretary to the Board



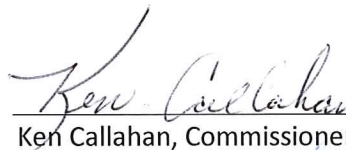
Kimberly A. Fischer, Chair



Jon Kennison, Vice Chair



David Harris, Commissioner



Ken Callahan, Commissioner



Rod Heivilin, Commissioner