



**SHORELINE FIRE DEPARTMENT
REGIONAL FIRE AUTHORITY (RFA)
BOARD OF COMMISSIONERS SPECIAL MEETING**

AGENDA

October 15, 2026

5:30 p.m.

The Special Public Hearing Meeting will be held via Zoom conferencing and
on-site at Shoreline Fire Department - Station 61
17525 Aurora Avenue North, Shoreline

Join Zoom Meeting

<https://us02web.zoom.us/j/84248066884?pwd=cnRLWXB5ZVYwYTlxTDBVeWhNRXdCZz09>

Meeting ID: 842 4806 6884

Passcode: 069285

Dial by your location: 1 253 215 8782

- I. **Call to Order**
- II. **Pledge of Allegiance**
- III. **Public Hearing:**
 - 2027 Revenue Sources and Proposed 2027 Fire Benefit Charge
- IV. **Public Comment**

Public Comment Procedures:
Individuals wishing to comment must do so by signing the Public Comment Sign-In Sheet or if appearing virtually by "raising their hand" or the equivalent. Each individual must state their name, the organization they are affiliated with, if applicable, and their city of residence. The chair shall recognize those persons and provide them the opportunity to comment. Individuals may speak up to two minutes and those representing recognized organizations may speak up to four minutes.
- V. **Consideration of Agenda**
- VI. **Approval of Past Meeting Minutes**
 - October 1, 2026 – Regular Meeting Minutes / APPROVAL
- VII. **Correspondence**
- VIII. **Standing Agenda**
 1. Warrants – Motion to Approve
 2. Commissioners' Report
 3. Financial Report (*second meeting of each month*) (****Will be presented at the Nov. 5 Meeting***)
 4. Statistics Report (*reported annually at the 2nd meeting of January*)
 5. Strategic Activity Report
 6. RFA Activity Reports
- IX. **Old Business**
 - Resolution 2027 BLS Transport Fee_Appendix A / MOTION
 - Administrative Office Schedule / DISCUSSION
- X. **New Business**
 - Vehicle Surplus - Ford E-450 Aid Car / MOTION
- XI. **Projected Agendas**
- XII. **Executive Session – (*following the Washington State Legislature RCW's*)**
 - ☒ **RCW 42.30.110(1)(g) Employee Performance**
- XIII. **Adjournment**



SHORELINE FIRE DEPARTMENT (RFA) GOVERNING BOARD MEETING

SHORELINE FIRE DEPARTMENT (RFA) REGULAR MEETING MINUTES October 1, 2026

Chair Fischer called the regular meeting of the Shoreline Regional Fire Authority (RFA) Governing Board to order at 5:30 p.m. on October 1, 2026, at Station 61, 17525 Aurora Ave. N. Shoreline, WA. 98133. Chair Fischer noted for the record Commissioner Nye's excused absence.

PRESENT:

Kimberly Fischer , Chair	Matt Cowan , Fire Chief (attended via Zoom)
Eric Adman , Vice-Chair (attended via Zoom)	
Tyler Byers , Commissioner (attended via Zoom)	Andres Orams , Deputy Chief (DC)
David Harris , Commissioner	Allison Jubb , Director of HR
Rod Heivilin , Commissioner	
Barb Sullivan , Commissioner	
Rick Webster , Commissioner	

ABSENT:

- **Rick Nye**, Commissioner
- **Josh Pratt**, Commissioner

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT:

- No public comment was received.

IV. CONSIDERATION OF AGENDA:

- None.

V. APPROVAL OF PAST MINUTES:

- *The Chair asked if there were any corrections or amendments to the September 17, 2026, Regular Meeting minutes. Hearing none, the Chair declared the minutes approved as presented.*

VI. CORRESPONDENCE:

- None.

VII. STANDING AGENDA:

1. Warrants:

**SHORELINE FIRE DEPARTMENT REGIONAL FIRE AUTHORITY
VOUCHER COVER SHEET**

First Board Meeting
OCTOBER 1, 2026

TYPE OF TRANSACTION	INVOICE NUMBER	DISBURSEMENT AMOUNT	RELEASE DATE
RFA EXPENSE FUND: 10-064-0010			
Vendor Voucher(s)	260922001 - 260922048	105,330.90	9/23/26
Vendor Voucher(s)	260926001 - 260926036	45,586.14	9/30/26
Payroll Vouchers	92926A - 92926M	191,442.11	9/30/26
ACH Payment Request - Payroll Direct Deposit	ACH	1,334,079.37	9/25/26
ACH Payment Request - Payroll Taxes	ACH	344,973.67	9/28/26
ACH Payment Request - HRA/VEBA	ACH	80,297.64	9/29/26
ACH Payment Request - ALERUS (457 Plan)	ACH	119,266.58	9/29/26
ACH Payment Request - WA DCP	ACH	61,150.37	9/29/26
ACH Payment Request - Dept. of Retirement Systems	ACH	297,100.56	9/29/26
ACH Payment Request - IAFF Local 1760 (Union Dues)	ACH	27,621.86	9/29/26
ACH Payment Request - DSHS	ACH	4,161.24	9/29/26

\$ 2,611,010.44

RFA ALS EXPENSE FUND: 10-064-6080			
Vendor Voucher(s)	26092001 - 260920014	12,146.56	9/23/26
	260925001 - 260925005	3,960.86	9/30/26
Post Retirement Medical Benefits	ACH	16,178.88	8/21/26
Post Retirement Medical Benefits	ACH	14,963.56	9/23/26
Payroll Vouchers	ALS92926A - ALS92926I	45,126.07	9/30/26
ACH Payment Request - Payroll Direct Deposit	ACH	366,094.89	9/25/26
ACH Payment Request - Payroll Taxes	ACH	98,794.70	9/28/26
ACH Payment Request - HRA/VEBA	ACH	20,599.92	9/29/26
ACH Payment Request - ALERUS (457 Plan)	ACH	37,200.90	9/29/26
ACH Payment Request - WA DCP	ACH	23,536.29	9/29/26
ACH Payment Request - Dept. of Retirement Systems	ACH	84,111.82	9/29/26
ACH Payment Request - IAFF Local 1760 (Union Dues)	ACH	7,393.98	9/29/26
ACH Payment Request - DSHS	ACH	3,569.00	9/29/26

\$ 733,677.42

RFA ALS CAPITAL FUND: 10-064-6060			
Vendor Voucher(s)		No Activity	

\$ -

RFA MIH EXPENSE FUND: 10-064-6070			
Vendor Voucher(s)		No Activity	

\$ -

RFA CAPITAL FUND: 10-0643-010			
Vendor Voucher(s)	260918001	3,459.93	9/23/26
Vendor Voucher(s)	260924001	187,041.60	9/30/26

\$ 190,501.53

RFA NKCTC FUND: 10-064-0100			
Vendor Voucher(s)	260921001 - 260921002	504.79	9/23/26

\$ 504.79

RFA FIRE BENEFIT FEE: 10-064-0030			
Vendor Voucher(s)		No Activity	

\$ -

RFA BENEFITS FUND: 10-064-6050			
Vendor Voucher(s)	260919001	7,013.03	9/23/26
Vendor Voucher(s)	260923001	20,784.99	9/30/26
Post Retirement Medical Benefits	ACH	15,723.16	8/21/26
Post Retirement Medical Benefits	ACH	15,723.16	9/23/26

\$ 59,244.34

RFA DONATION FUND: 10-064-6030			
Vendor Voucher(s)		No Activity	

\$ -

RFA RESERVE FUND: 10-064-6010			
Vendor Voucher(s)		No Activity	

\$ -

MOTION			
Move to accept disbursements in the amount of :			\$ 3,594,938.52

MOTION: Commissioner Harris moved, and Commissioner Webster seconded a motion to accept the disbursements for \$3,594,938.52 per the detail above. The motion passed; seven ayes.

2. Commissioners' Report:

- Commissioner Adman provided an update on the Climate Action Committee:
 - At its recent meeting, the Committee discussed implementation of the ENERGY STAR Portfolio Manager and entry of Department facility energy-use data.
 - A spreadsheet has been developed to track utility billing and usage information by station, as well as vehicle fuel consumption, to support ongoing measurement of energy-use metrics.

- The Committee also reviewed the Department's LED lighting capital project.
- The next Climate Action Committee meeting is scheduled for November 16, 2026, at 11:00 a.m.
- Commissioner Adman reported that he and Commissioner Webster met as the Northshore District Commissioner vacancy subcommittee and developed a proposed process for discussion at the October 15, 2026, District Board meeting.

3. Financial Report:

- Chief Cowan presented the August 2026 Financial Summary Report, which is incorporated by reference:
 - Commissioner Webster raised a question regarding the increase in overtime costs. Chief Cowan reported that the significant increase during August was primarily attributable to wildland deployments and that the Department expects reimbursement for most deployment-related costs within the next several months. It was further noted that overtime continues to trend higher than anticipated.
 - It was clarified that the variance in the Community Outreach budget is related to salary and associated benefit costs and will be addressed through a transfer of funds.

FINANCIAL SUMMARY REPORT: AUG 2026

Regular Board Meeting: October 1, 2026

ALL FUNDS- FUND RESOURCES AND USES ARISING FROM CASH TRANSACTIONS (Statement C-4)

This report identifies the beginning cash balance, revenues, expenditures and other increases and decreases

End of AUG Balance	\$	30,335,805.95
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General Expense Fund - BUDGET OVERVIEW (BIAS- budget position report)

Data as of AUG 2026		Notes
Percentage Remaining	32.1%	
Targeted Percentage Remaining	33.3%	
Over/Under Targeted Budget Remaining	-1.2%	Over Budget

General Expense Fund- OVERTIME COSTS

Data as of AUG 2026		Notes
Total Overtime	\$ 551,713.88	
Firefighting Staffing Overtime	\$ 431,381.54	Overtime processing period: Jul 10, 2026 - Aug 14, 2026
BLS/EMS Staffing Overtime	\$ 120,332.34	Overtime processing period: Jul 10, 2026 - Aug 14, 2026

General Expense Fund- CASH ON HAND

Data as of AUG 2026		Notes
Cash on hand, end of AUG balance	\$ 14,448,352.76	

Interfund Transfers:

FUND NAME	TRANSFERS-OUT	TRANSFERS-IN	Purpose
EXPENSE	\$ 3,377,500.00		Transfer OUT to Capital & MIH per budget approval
CAPITAL		\$ 2,997,500.00	Transfer IN to Capital per budget approval (#2 of 2)
MIH		\$ 380,000.00	Transfer IN to MIH fund per budget approval
TOTALS	\$ 3,377,500.00	\$ 3,377,500.00	

4. Statistics Report:

- None.

5. Strategic Activity Report:

- None.

6. RFA Activity Reports:

- **Chief Cowan** provided a written RFA activity report, which is attached and incorporated by reference:
- **DC Hochstein** provided a written RFA activity report, which is attached and incorporated by reference. In DC Hochstein's absence, Chief Cowan responded to questions regarding the report.
 - Commissioner Sullivan requested additional information regarding the boiler drain water leak and whether additional safeguards could be implemented. It was noted that the affected area is office space and does not have the same monitoring safeguards as the Department's technology room. It was reported that no damage to Department iPads occurred.
 - Commissioner Webster asked about the administrative office walkthrough. It was clarified that the walkthrough focused primarily on potential modifications to Station 51 associated with the tentative plan to relocate Department headquarters if Bothell and Snohomish County Fire Protection District No. 10 join the RFA. Minor modifications to Station 61 may also be considered.
- **Director of HR Jubb** provided a written RFA activity report, which is attached and incorporated by reference.

VIII. OLD BUSINESS:

- **Update on RFA Potentially including City of Bothell and Snohomish County Fire District No. 10.**
 - Chief Cowan noted that ballots will soon be mailed to voters.
 - The City of Bothell is no longer planning to hold a public meeting regarding the potential RFA integration.
 - An FAQ has been developed to provide public information regarding the potential RFA integration.
- **Non-Uniform Collective Bargaining Agreement:**
 - IAFF Local Union 1760 and Shoreline Fire Department RFA Management completed negotiations and reached an agreement on the Non-Uniform Collective Bargaining Agreement for the period January 1, 2025, through December 31, 2027.

MOTION: *Commissioner Byers moved, and Commissioner Webster seconded a motion to approve the Non-Uniform Collective Bargaining Agreement for the period January 1, 2025, through December 31, 2027, and authorize the Fire Chief to execute the Agreement, including any additional non-substantive changes mutually agreed upon by Labor and Management. The motion passed; seven ayes.*

- **Updated Governing Board Rules of Procedure:**

- The Governing Board previously reviewed the Rules of Procedure and provided recommended revisions at its September 1, 2026, Special Meeting. The revisions were incorporated and the updated Rules of Procedure were presented for consideration and approval.

MOTION: *Commissioner Heivilin moved, and Commissioner Harris seconded a motion to approve the updated Rules of Procedure for the Shoreline Fire Department Regional Fire Authority Governing Board. The motion passed; seven ayes.*

- **Vehicle Carport at Sta 51:**

- DC Orams provided an update regarding the Station 51 Carport Project. The Executive Summary is attached and incorporated by reference.
 - DC Orams noted that the project is intended to provide covered protection for Department vehicles and improve employee access during adverse weather conditions. The Department previously completed an RFP process, with Moon Construction submitting a proposal that exceeded the amount originally budgeted for the project.
 - The Governing Board reviewed the project scope options identified in the Executive Summary, including electrical improvements that would support Department vehicles and equipment and potential future installation of solar panels.
 - It was clarified that the project would be funded through the Department's capital fund, with available 2026 funding used toward the project and the remaining project costs incorporated into the proposed 2027 budget.
 - The Governing Board expressed consensus for the Department to move forward with Option A, representing the full project scope identified in the Executive Summary.

IX. NEW BUSINESS:

- None.

X. PROJECTED AGENDA:

- Commissioners Webster, Nye, and Byers are expected to have excused absences from the next Governing Board meeting.
- It was reported at the end of the meeting that Commissioner Pratt was unable to attend due to being on duty, and his absence was excused.
- Commissioner Adman noted a potential conflict affecting his attendance at the November 19, 2026, Governing Board meeting.

XI. EXECUTIVE SESSION:

- The Executive Session listed on the agenda under RCW 42.30.140(4)(b) regarding collective bargaining negotiations was not held.

Governing Board adjourned the regular meeting at 6:07 p.m.

Minutes prepared by: Beatriz Goldsmith

Beatriz Goldsmith
Secretary to the Governing Board

Kimberly A. Fischer, Chair

Eric Adman, Vice-Chair

Tyler Byers, Commissioner

David M. Harris, Commissioner

Rod Heivilin, Commissioner

Rick Nye, Commissioner

Josh Pratt, Commissioner

Barb Sullivan, Commissioner

Rick Webster, Commissioner

John Edwin Palmer – Personal Representative For The Estate Of Richard D. Palmer

710 North 160th Street #B-203
Shoreline, Washington
98133-5687 USA

Email: johnepalmer@comcast.net
Phone: (206) 445-9441 (Text & Messaging Available)

Captain Matt Cowan
Shoreline Fire Department
17525 Aurora Avenue North
Shoreline, Washington 98133-4812

Wednesday, September 16, 2026

Greetings Captain Cowan,

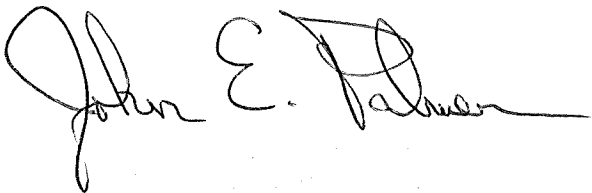
I am the personal representative for the estate of my brother, Richard D. Palmer, a resident of Shoreline who passed away on September 04, 2025.

Through the last years of his life, he relied often on the EMS and Community Service programs that were provided by the Shoreline Fire Department and cooperating agencies, particularly the Mobile Integrated Health program, with dispatches from both Station's 64 and 65.

To recognize their professionalism and assistance, we would like to make a donation to the Shoreline Fire Department in Richard's name, to be (hopefully) used in these programs. Please find enclosed a cashier's check made payable to the Shoreline Fire Department.

Should you have any questions, please feel free to contact me. Thank you for your assistance, and for the valuable and life-saving services you provide to our community.

Sincerely,

A handwritten signature in black ink, appearing to read "John E. Palmer". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Erik Ingraham
Caleb Bonner

Dear Shoreline Fire Fighters,

Over the last several months
I've relied on your ability and
kindness helping me in my home
after falling. On ~~September~~ Friday,
October 2nd, Eric and his partner
stayed with me at NW Emergency
until I received care. Grateful for all
their help, patience and good company.
Everyone please enjoy the hand-
made Greek Pastries.

VIVIE KOLLAS



Snoqualmie Pass

Fire & Rescue

Serving our community

Dear Shoreline Fire Chief and Commissioners,

On behalf of Snoqualmie Pass Fire & Rescue, I want to sincerely thank you for your generous donation of a fire engine to our department.

This engine will make a tremendous difference for our organization and the people we serve. As a small mountain fire district, replacing major apparatus is a significant financial challenge, and the opportunity to place a newer, well-maintained engine into service is incredibly valuable to our department.

The benefit will extend beyond our local community. Our district serves approximately 25 miles of Interstate 90 through Snoqualmie Pass, so this engine will also help us serve the thousands of residents and visitors who travel across the Pass each day.

We are truly grateful to the Shoreline Fire Department, its Chief, and Commissioners for your generosity and support. This engine will continue its service with a new community, and we look forward to putting it to good use for many years to come.

Thank you again for supporting Snoqualmie Pass Fire & Rescue and the people we serve.

Sincerely,

William Powers, SPFR Board Chairman

**SHORELINE FIRE DEPARTMENT REGIONAL FIRE AUTHORITY
VOUCHER COVER SHEET**

Second Board Meeting
OCTOBER 15, 2026

TYPE OF TRANSACTION	INVOICE NUMBER	DISBURSEMENT AMOUNT	RELEASE DATE
RFA EXPENSE FUND: 10-064-0010			
Vendor Voucher(s)	261006001 - 261006035	84,641.76	10/7/26
Vendor Voucher(s)	261011001 - 261011021	42,728.46	10/14/26
Payroll Voucher	101426A - 101426D	29,549.54	10/14/26
ACH Payment Request - Payroll Direct Deposit	ACH	240,015.30	10/13/26
Payroll - Taxes	ACH	39,413.75	10/14/26
Dept of Retirement Systems	ACH	41,560.13	10/29/26

\$ 477,908.94

RFA ALS EXPENSE FUND: 10-064-6080			
Vendor Voucher(s)	261001001 - 261001007	18,697.91	10/7/26
Vendor Voucher(s)	261008001 - 261008004	36,599.15	10/14/26
Payroll Voucher	ALS101426A - ALS101426D	5,137.70	10/14/26
ACH Payment Request - Payroll Direct Deposit	ACH	82,167.99	10/13/26
Payroll - Taxes	ACH	16,779.81	10/14/26
Dept of Retirement Systems	ACH	14,909.38	10/29/26

\$ 174,291.94

RFA ALS CAPITAL FUND: 10-064-6060			
Vendor Voucher(s)	261007001	64,507.90	10/14/26

\$ 64,507.90

RFA MIH EXPENSE FUND: 10-064-6070			
Vendor Voucher(s)	261005001	13,753.75	10/7/26

\$ 13,753.75

RFA CAPITAL FUND: 10-064-3010			
Vendor Voucher(s)	261003001 - 261003005	34,180.94	10/7/26
Vendor Voucher(s)	261010001 - 261010003	4,523.69	10/14/26

\$ 38,704.63

RFA NKCTC FUND: 10-064-0100			
Vendor Voucher(s)	261004001	1,187.10	10/7/26

\$ 1,187.10

TYPE OF TRANSACTION	INVOICE NUMBER	DISBURSEMENT AMOUNT	RELEASE DATE
RFA FIRE BENEFIT FEE: 10-064-0030			
Vendor Voucher(s)		No Activity	

\$ -

RFA BENEFITS FUND: 10-064-6050			
Vendor Voucher(s)	261002001 - 261002004	266,794.24	10/7/26
Vendor Voucher(s)	261009001 - 261009002	3,388.80	10/14/26

\$ 270,183.04

RFA DONATION FUND: 10-064-6030			
Vendor Voucher(s)		No Activity	

\$ -

RFA RESERVE FUND: 10-064-6010			
Vendor Voucher(s)		No Activity	

\$ -

MOTION		
Move to accept disbursements in the amount of :		\$ 1,040,537.30

Shoreline Fire Department

BOARD MEETING DATE: October 15th, 2026

Chief Cowan

RFA Activity Reports

The following are noteworthy activities and/or meetings completed since the last Governing Board meeting:

Hiring/Succession Development

- We have 14 accepted and one conditional offer of employment for Firefighter.
- We are still working through re-employment to a previous Firefighter that wishes to return to the Department.

Staffing

- We are working through the trickle down promotional processes with DivC Burrow's promotion.
- With the TA'd NUCBA and approval from the Union, we are starting the process for a promotion/hiring of a MIH Manager and HR Specialist.
- Implementation and changes resulting from the NUCBA will occur later this month or by November 1st at the latest.

Negotiations

- We are continuing to negotiate the potential impacts of Bothell joining the RFA.

Contracts

- Nothing to significant to report.

Budget

- Budget is in draft form and will be discussed at the October 15 meeting in high-level terms.

Strategic Activity

- Continue to work on short and medium-term admin staffing needs.
- Communicated out on our strategic goals for 2026 and in preparation for our upcoming Leadership Retreat.
- Joint Fire Department ELT meeting occurring every two weeks on 1st and 3rd Mondays.

Public Records Requests

- Significant amount to report at this time.

Noteworthy Meetings/Activities

- October 5 – Finance Meeting
 - Our fifth meeting to discuss 2027 budget.
- October 5 – Quarterly Meeting with City Manager
 - Met to discuss ongoing issues with Shoreline City Manager Bristol Ellington

- October 6 – Gallatin Meeting
 - Bi-Weekly meeting to discuss strategic communications.
 - Reviewed communications plan.
- October 7 – Impact Negotiations for Bothell Potentially Joining RFA
 - Continued impact negotiations with Local 1760 and 2099.
- October 7 – Monthly Meeting with Bothell City Manager
 - Met to discuss ongoing issues with Bothell City Manager Kyle Stannert.
- October 8 – Promotional Ceremony
 - Held promotional ceremony for multiple different ranks and promotions.
 - Recognized Pieter Van Den Kieboom with the Medal of Merit for his efforts at a MVC while off duty near Yakima.

Incorporated into the Board meeting minutes by reference.

Submitted by: Chief, Matt Cowan

RFA Activity Highlights

Shoreline Fire Department RFA

BOARD MEETING DATE: October 15, 2026

Deputy Chief Matt Hochstein

DC of Support Services – DC Hochstein:

- Weekly coordination meetings with I.T., Facilities, Fleet.
- Weekly Executive Team meetings.
- Weekly DC Hochstein/Support Services Project Manager Hansson check-in meetings.
- Weekly DC Hochstein/BC Savino check-in meetings.
- Bi-Weekly Gallatin meeting.
- Bi-Weekly Shoreline ELT meeting.
- Budget meetings # 5.
- Rescue Committee meetings.
- Badge Pinning Ceremony.

Facilities - Facilities Manager Johnston:

- Ongoing service ticket repairs
- Ongoing landscaping at all stations
- New tables and chairs at Station 51
- Set up Bothell FD office at Station 61
- Clean buildings in-person class meeting
- Kitchen hood repairs at Station 63
- Vendor meeting for key storage system

Fleet – Fleet Manager Swanson:

- Ongoing preventative maintenance and repairs of all district apparatus.
- Annual services and PMs are ongoing.
- New Bothell ladder truck was delivered to Shoreline shop by Hughes
- Final on two new medic units at Braun is delayed until early November
- New Explorers for chiefs are all done and in service
- 2211 (old E164) is now at the fabrication shop for the hose bed modifications

IT – IT Manager Middleton:

- Replaced the batteries in 14 of the electronic locks at our facilities.
 - (Battery life depends on door usage. Common frequent doors are replaced annually, some of the rarely used doors can last up to 3 years)
- Move Lilianna to new HR office – new monitors

RFA Activity Highlights

- Setup old HR office as floating office for visitors from Bothell
- Malware cleanup on ST64 LT computer
- Budget meetings with Executive Team for 2027 (some decisions pending the voter approval of Bothell Fire joining the RFA)
- Created PO's for CDWG to efficiently use remaining 2026 funds
- Preparing to roll out the new iPads for ESO when given approval from ALS Div-C. Pending ESO app updates.
- Microsoft Windows updates for October 2026
- Computer Replacement project is 95% completed - the remaining 5% are on hold due to a big public records request.
- Misc tasks around stations

Near Future:

- Network maintenance needed at ST61. Not scheduled yet – estimated six (6) hours downtime.
- Critical vulnerabilities announced for VMware ESXi server - New updates need to be installed on all servers
- Researching new Remote Control software, for IT helpdesk support
- Researching new Monitoring software, for proactive monitoring of infrastructure equipment.
- Researching new Pelco / Motorola software VMS (video management system)

Ongoing:

- Deploying new 5G modems to various apparatus when possible

Capital Projects – Support Services Project Manager Hansson:

- Uniformity retrofitting of all fire engines underway including hose beds.
- 61 Shop expansion review.
- Rescue committee project.

Regional Fire Authority Activity Highlights

Shoreline Fire Department

BOARD MEETING DATE: October 15, 2026

Deputy Chief Andres Orams

The following items of note were completed during the period of October 2 through October 15, 2026:

Deputy Chief Orams (Operations):

- Continued work with Operations Division Specialists and Administrative Assistants on updates to job descriptions, organizational roles, and reporting structures to support operational needs.
- Began development of a new Medical Director Services Agreement to ensure continuity of medical oversight following Dr. Andy McCoy's transition to GMR.
- Worked with Kirkland Fire staff to develop a training plan for Shoreline personnel focused on data collection, reporting, and ESO administration. The effort will improve compliance with state and national reporting requirements and enhance our ability to provide meaningful operational data and analytics.
- Met with Human Resources, Finance, and Battalion Chief staff to address Vector scheduling software processes and improve coordination across divisions.
- Participated in PEMB discussions with Commissioners Pratt and Heivilin.
- Continued impact bargaining discussions with Human Resources, Finance, and IAFF Locals 1760 and 2099 regarding organizational changes and employee impacts.
- Continued development and review of ambulance transport policies and procedures.
- Participated in regional coordination meetings, including the King County Zone 1 Operations Chiefs and NORCOM Fire Operations meetings, to address shared operational issues and maintain partnerships with neighboring agencies.
- Continued recruitment efforts through candidate follow-up meetings and coordination with Human Resources on current staffing needs.
- Met with Dr. Kira Mauseth of Astrum Health to discuss behavioral health and wellness initiatives, with a focus on strengthening support resources for our personnel.
- Worked with training consortium partners and agency leadership to identify training priorities, resource needs, and workforce development opportunities for the remainder of the year.
- Participated in BC/MSO leadership meeting
- Contributed to executive leadership and budget planning discussions related to the 2027 budget, operational priorities, and long-range organizational planning.
- Coordinated with external partners on insurance and risk management.



Shoreline Fire Department
Dedicated to the Protection of Life and Property
Serving our Communities for Over 85 Years, Since 1939

FIRE CHIEF
Matt Cowan

COMMISSIONERS
Eric Adman Tyler Byers
Kim Fischer David Harris
Rod Heivilin Josh Pratt
Rick Nye Barb Sullivan
Rick Webster

**GOVERNING BOARD OF COMMISSIONERS
REGIONAL FIRE AUTHORITY MEETING**

Meeting Date:	October 15, 2026
Agenda Title:	BLS Transport Fee Increase – Revised Appendix to Resolution 12-05
Background Information: It is recommended that the BLS Transport Fee rate is reviewed on an annual basis so that the Department remains in line with cost increases as well as other fire departments in King County who bill for transports.	
Recommendation: Increase the base fee for BLS transports from \$1,103.91 to \$1,153.59 and increase the mileage charge from \$20.85 to \$21.79 effective January 1, 2027. BLS Transport Base Fee \$1,153.59 Mileage \$21.79 per mile A revised Appendix was added to Resolution 12-05 increasing the fee.	
Financial Impact:	☒ YES ☐ NO ☐ Cost Neutral
	Increase in cost recovery to the Department
Other Options:	
Attachments:	Revised Appendix to Resolution 12-05

RECOMMENDED MOTION (IF APPLICABLE):

I move to authorize the RFA Governing Board of Commissioners to increase the base fee for BLS transports from \$1,103.91 to \$1,153.59 and increase the mileage charge from \$20.85 to \$21.79 effective January 1, 2027.

Follow Up Action(s):	Notify Systems Design of the increase
Follow up Person(s):	Director of Administration/Finance, Rachel Garlini
Follow up Date(s):	



Shoreline Fire Department
Dedicated to the Protection of Life and Property
Serving our Communities for Over 85 Years, Since 1939

FIRE CHIEF
Matt Cowan

COMMISSIONERS
Eric Adman Tyler Byers
Kim Fischer David Harris
Rod Heivilin Josh Pratt
Rick Nye Barb Sullivan
Rick Webster

BLS TRANSPORT FEE
APPENDIX A to Resolution 12-05

REVISED October 15, 2026
(the revised fee schedule supersedes changes to Appendix A,
Board Approval Dated October 2, 2025, of Resolution 12-05)

At its October 15, 2026 regular Board meeting, the Shoreline Fire Department Governing Board of Commissioners moved to increase the base fee for BLS transports from \$1,103.91 to \$1,153.59 and increase the mileage charge from \$20.85 to \$21.79 effective January 1, 2027.

BLS Transport Base Fee	\$1,153.59
Mileage	\$21.79 per mile

Respectfully submitted,

Attest:

**BOARD OF COMMISSIONER OF THE SHORELINE FIRE
DEPARTMENT REGIONAL FIRE AUTHORITY (RFA)**

Beatriz Goldsmith
Secretary to the Board

Eric Adman, Commissioner

Tyler Byers, Commissioner

Kimberly A. Fischer, Commissioner

David M. Harris, Commissioner

Rod Heivilin, Commissioner

Rick Nye, Commissioner

Josh Pratt, Commissioner

Barb Sullivan, Commissioner

Rick Webster, Commissioner



Shoreline Fire Department
Dedicated to the Protection of Life and Property
Serving our Communities for Over 85 Years, Since 1939

FIRE CHIEF
Matt Cowan

COMMISSIONERS
Eric Adman Tyler Byers
Kim Fischer David Harris
Rod Heivilin Josh Pratt
Rick Nye Barb Sullivan
Rick Webster

**GOVERNING BOARD OF COMMISSIONERS
REGIONAL FIRE AUTHORITY MEETING**

☐ Informational Only

☒ Approval by Motion

Meeting Date:	October 15, 2026
Agenda Title:	Surplus Ford E-450 Aid Car
Background Information: The Department would like to declare the vehicle listed below for surplus due to the age and mechanical unreliability. The unit will be auctioned off through Ritchie Bros. in Chehalis, WA. There will be a minimal auction process fee as part of the cost to the Department. 2015 Ford E-450 Aid Car License Plate: B1587C VIN: 1FDXE4FS8FDA29226	
Recommendation: Recommend that the Governing Board approve the unit listed above to be of no benefit to the Department and that the unit be declared surplus and disposed of through auction.	
Financial Impact:	☐ YES ☒ NO ☐ Cost Neutral
Cost Impact:	Potential revenue is unknown from the sale of the aid car. There will be no minimum bid established in the auction process.
Attachments:	

BOARD OF COMMISSIONERS MOTION

I move to declare the unit listed above to be of no benefit to the Department and to declare the apparatus surplus and authorize the Fire Chief or his designee to dispose the unit through auction.

Follow Up Action(s):	
Follow up Person(s):	Fire Chief Matt Cowan
Follow up Date(s):	



**SHORELINE FIRE DEPARTMENT
REGIONAL FIRE AUTHORITY (RFA)
Tentative Projected Agendas**

Regional Fire Authority Board meetings are held monthly on the 1st and 3rd Thursday of the month

- Items may not be in the same order as they will appear on the preliminary agenda.

D = Discussion
A = Action
PH = Public Hearing

October 15, 2026, 5:30 PM (Meeting Station 61)

Planned Absence: Nye, Byers, Webster will have an excused absence or attend virtually

SUBJECT	RESOLUTION	TYPE	STAFF
PUBLIC HEARING – Initial draft presented / Budget and FBC Rate – Special Board meeting October 27 to review the 2027 Budget – Department Leadership Retreat Oct 19-21 – WFCB Spokane Oct 24-26			

November 5, 2026, 5:30 PM (Meeting Station 61)

Planned Absence:

SUBJECT	RESOLUTION	TYPE	STAFF
– Adoption of the 2027 Budget and Resolutions			

November 19, 2026, 5:30 PM (Meeting Station 51)

Planned Absence:

SUBJECT	RESOLUTION	TYPE	STAFF

December 3, 2026, 5:30 PM (Meeting Station 61)

Planned Absence:

SUBJECT	RESOLUTION	TYPE	STAFF

December 17, 2026, 5:30 PM (Meeting Station 51)

Planned Absence:

SUBJECT	RESOLUTION	TYPE	STAFF