



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

MINUTES

April 19, 2022

REGULAR MEETING BOARD OF COMMISSIONERS at Northshore Fire Department's Headquarters Station 51 Virtual Meeting via Zoom

I. OPEN REGULAR NORTHSHORE MEETING

1.1 Roll Call

Chair Josh Pratt called the meeting to order at 5:00 PM.

Persons in attendance were Commissioners Eric Adman, Josh Pratt, Tyler Byers, Rick Webster and Lisa Wollum. Also present was Lake Forest Park City Councilmember Phillippa Kassover, Chief Mike Morris, Chief Matt Cowan, Legal Counsel Matt Paxton, Board Secretary Amy Oakley, and 8 members of the public.

II. PUBLIC COMMENT

2.1 The Board heard a public comment from David Maehren.

III. APPROVAL OF THE AGENDA

3.1 *Commissioner Webster moved to adopt the agenda as presented. Commissioner Wollum seconded. The motion passed unanimously.*

IV. EXECUTIVE SESSION

The Board moved into Executive Session at 5:05PM until 5:10PM to discuss with legal counsel representing the agency matters relating to litigation or potential litigation pursuant to RCW 42.30.110(1)(i). The Board moved back into open session at 5:12PM.

V. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

5.1 Conversation with IAFF, Local 2459

- No comments

5.2 Update from Shoreline Fire Department Negotiation Team. Review of Draft ILA.

- Commissioner Webster updated the Board on the ILA process. Meeting of the negotiation team is scheduled for tomorrow at 3PM.
- Chief Morris thanked Tom Broetje for his participation in the process.
- Legal Counsel Matt Paxton provided an overview of the draft ILA for Contract for Services.

5.3 KCFD16 Insurance Quote Discussion

- Chief Morris presented the Board with proposed insurance quote for Board coverage.

- The Board discussed the timing of the coverage to be in alignment with the initiation of the ILA.

Commissioner Wollum moved to approve the insurance quote and move forward with the insurance coverage as quoted once the ILA is signed. Commissioner Byers seconded. No discussion. The motion passed unanimously.

5.4 Discussion of Return to In-person Meetings

- Chief Morris will coordinate with Chair Webster and Board Secretary Oakley to meet in advance of the May 3rd meeting to test the audio equipment at Station 51.

VI. BOARD RESOLUTIONS

6.1 None

VII. CONSENT AGENDA

7.1 Vouchers

- The General Fund Vouchers totaled \$ 37,448.03
- The Reserve Fund Vouchers totaled \$ 7,970.65

7.2 Meeting Minutes: 4/5/2022

Commissioner Webster moved to accept the consent agenda as presented. Commissioner Byers seconded. The motion passed unanimously.

VIII. REPORTS

8.1 Fire Chief Report

- Chief Morris updated Board that April 15th was HR Director Moore's last day and thanked her for her service to Northshore.
- Chief Morris thanked Jen Kunkel for the preparation of the 2021 Annual Report.
- Local 2459 and Local 1760 have officially merged.
- NEMCO Emergency Operations has made an offer for the Emergency Manager position.
- Chief Morris recommended to pause on the construction of a budgeted training structure due to increased cost of materials. The Board will discuss this item at a future meeting.
- Landscaping work at Station 57 is complete. Chief Morris thanked BC Hansson for his efforts.
- Chief Morris recommended postponing June 2022 Open House due to staff shortages.
- Chief Morris updated the Board on the automatic aid in and out statistics with Shoreline and Bothell.

8.2 Commissioner Reports

- Commissioner Adman will be remote for the two meetings in May.
- Commissioner Pratt provided an update on the April 18th Parliamentary Procedures training and thanked Commissioner Adman for coordinating.

8.3 Legal Counsel Reports

- None

IX. UPCOMING BOARD AGENDAS

9.1 Setting of Future Meeting Agenda(s)

In addition to the standard items, the May 3rd agenda will include Contract for Services Negotiation Team update, administrative activities not covered under contract, promotional ceremony, training structure discussion, subcommittee to update Board meetings policies.

ADJOURNMENT

The meeting adjourned at 6:10PM

NEXT MEETING DATE

The next regular Board of Commissioners meeting is scheduled for May 3, 2022, at 5:00PM.

Attachments: Agenda, Insurance Quote, Vouchers, Minutes 4/5/22, Chiefs Report, Draft 2021 Annual Report.

BOARD OF COMMISSIONERS

ERIC ADMAN, Member



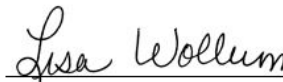
JOSH PRATT, Member



TYLER BYERS, Member



RICK WEBSTER, Member



LISA WOLLUM, Member

ATTEST

Amy Oakley

Amy Oakley, Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners on May 17th, 2022



Northshore Fire Department Board of Commissioners

Headquarters Station 7220 NE 181st Street, Kenmore, WA

Northshore Fire Department Board of Commissioners

Regular Meeting Agenda

Tuesday, April 19, 2022

5:00PM

Meeting held virtually, via Zoom

To provide public comment, please see instructions at the end of the agenda.

To attend this meeting live, click the link below and enter the ID & Password provided.

A recording of this meeting will also be posted in AV Capture.

Join Zoom Meeting Online at:

<https://us02web.zoom.us/j/85044713997?pwd=dW1uWDFpNldlPZldSSU1ZYy9LSXVQQT09>

Call in to Zoom Meeting at: (253) 215-8782

Meeting ID: 850 4471 3997

Passcode: 743608

I. Open Regular Northshore Board Meeting

1.1 Roll Call

II. Public Comment

2.1 Public Comment

III. Approval of Agenda

3.1 Approval of the Meeting Agenda

IV. Executive Session

To discuss with legal counsel representing the agency matters relating to litigation or potential litigation pursuant to RCW 42.30.110(1)(i).

V. Board Discussion and Possible Action Items

5.1 Conversation with IAFF, Local 2459

5.2 Update from Shoreline Fire Department Negotiation Team.

5.3 KCFD16 Insurance Quote Discussion

5.4 Discussion of Return to In-person Meetings

VI. Board Resolutions



None

VII. Consent Agenda

7.1 Vouchers

7.2 Meeting Minutes: Regular Meeting 4/5/2022

VIII. Reports

8.1 Fire Chief Report

8.2 Commissioner Reports

8.3 Legal Counsel Report

IX. Upcoming Board Agendas

9.1 Setting of Future Meeting Agenda(s)

Adjournment

Next Regular Meeting: Tuesday, May 1st, 2022 at 5:00 PM

Public Comment Procedures for Virtual Meetings:

Individuals wishing to comment may comment by appearing at the virtual meeting and “raising their hand” or the equivalent. The chair shall recognize those persons and provide them the opportunity to comment. Three minutes are allowed for comment.

If you wish to provide written public comment, you may do so by submitting a written statement to boardsecretary@northshorefire.com. Any comments received up to one hour before the posted meeting time, will be read during the public comment period.

To ensure your written comments are received and read at the proper meeting, your email must include:

- Date & Time of the meeting your comments are intended for
- Your name
- Whether or not you live in the city limits of Lake Forest Park or Kenmore
- Agenda Item and/or subject your comments refer to

Emails without this information may not be read at the meeting. And, in accordance with normal procedure, messages of an overly repetitive or inappropriate (vulgarity) nature may be declined to be read at the discretion of the meeting Chair.



Please check the District's [AV Capture](#) for the most up-to-date information about individual meetings.

Questions? Email Board Secretary Amy Oakley at boardsecretary@northshorefire.com.



**PROTECT
YOUR CREW,
YOUR ASSETS,
YOUR FUTURE.**

KING COUNTY FIRE DISTRICT #16

PRESENTED BY: NICHOLSON & ASSOCIATES INSURANCE LLC
118 W PINE STREET
CENTRALIA, WA 98531
360.736.7601

DATE: 04/06/2022

This proposal is valid for 90 days.



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INTRODUCTION

It's not difficult to notice the VFIS difference.

We've pioneered insurance specifically for you—and all who work in the emergency services industry. Our associates have over 760 years of combined emergency services experience, so we don't just serve your industry; we live it, respect it and protect it.

As the world's largest provider of insurance to the North American service community, we pride ourselves on our responsiveness, quality support, focus on safety and training and legendary claims service, which we know you'll agree separates us from the rest. When it comes to protecting the most important things in your life, there is no room to sacrifice quality for cost. Just as you dedicate your lives to protecting others, we'll dedicate ours to protecting you.

We understand the risks you face each time you leave for a call. We've listened to the unique needs of today's emergency service organizations, including volunteer fire departments, ambulance and rescue squads and 911 centers. We recognize the importance of protecting your most important assets: your family, your crew, your equipment and your station. That's why we not only offer customized insurance options, but also education, training and risk-management resources all designed to provide you with the proper protection.

In addition to best-in-class coverages, we offer unique benefits that our competitors just can't match. We hope you'll become a part of the VFIS family. Please visit our website at vfis.com for more information, or give us a call at 800.233.1957 anytime.

A handwritten signature in black ink that reads "Troy Markel".

Troy A. Markel
President

WE LIVE IT.
WE RESPECT IT.
WE PROTECT IT.

THE VFIS ADVANTAGE

Nothing is created equal. You clearly know the best fire truck manufacturer and the best place to get your gear. You wouldn't sacrifice quality for cost on these items, so why skimp on your insurance coverage?

At VFIS, we've seen the front lines and we pioneered insurance specifically for emergency services. We understand the risks you face every time you leave for a call. That's why we not only offer customized insurance options, but education, training and risk management resources to keep your skills on point. Add in our responsiveness, quality service and legendary claims handling and you can see what separates us from the rest.

Don't be fooled by a knock-off. You, your equipment and your crew deserve the best coverage. You dedicate your life to protecting others. We dedicate ours to protecting you.

On top of all of the best-in-class coverages and features ESO's have come to expect from VFIS, we also offer some **unique benefits our competitors just can't match.**

Accident & Sickness

- 200% of the Principal Sum for quadriplegia and paraplegia and 100% for hemiplegia
- Illness Loss of Life Benefit paying for death due to heart attack or stroke within 48 hours of an emergency response or physical training exercise vs. requiring such a death to be "caused by" a covered activity

Risk Management

- 100+ "Manage Your Risk" best practice guidelines available for download
- Self-evaluation program to identify areas for improvement
- Technical assistance in interpreting and applying codes/standards and regulations
- Building replacement cost estimates
- On-site hazard identification and risk control surveys
- Industry cause of loss statistical reviews and individual loss trending studies
- On-site seminars regarding key loss exposures
- Safety focused ride along observation programs
- Provide resources that help with Human Resources

Specialty Benefits

- Minimum 3% guaranteed rate of return on LOSAP funds
- Accidental burn and disfigurement and burial benefits
- Optional 200% line of duty coverage
- Critical illness coverage for heart attack, stroke, kidney failure and cancer
- Benefits paid out at lump sum upon diagnosis – not as an expense reimbursement
- 24 hour on-and-off duty benefits

Education Training & Consulting

- Industry alliances with CFSI, NVFC, NFPA, IAFC, NFFF, NEMSMA, NAEMSO, VCOS, ISFSI, NAEMSE
- 350+ online training classes in addition to those offered in-person
- Train the Trainer programs

EDUCATION, TRAINING & CONSULTING SERVICES

We have a proud tradition and history of being a leader in providing our emergency services clients with quality training programs and other risk management tools. VFIS provides clients access to:

- 25+ training programs
- 50+ online training programs
- 7 downloadable training booklets
- 40+ safety posters
- 20+ downloadable safety forms
- Self-audit guides

A brief overview of the training materials we offer can be found in our education and training resource catalog.

Distance Learning

Our distance learning site (VFIS University) is hosted by TargetSolutions. VFIS University can provide access to more than 350 online distance learning courses. (VFIS classes would be offered free and TargetSolutions classes would be available at a preferred rate - fee per class.)

RISK MANAGEMENT SERVICES

VFIS is more than just a company that you can use to transfer risk. As a valuable service to your organization, VFIS provides Risk Control, Education and Training Services. Our Risk Control team is staffed by active emergency service personnel with more than 200 years of combined emergency service experience.

Employment Practices

It's important to keep up with the latest on employment law liability issues. Through our VFIS HR Help portal, we work to keep our clients up to date and provide timely resources that educate and inspire good employment practices. Through VFISHRHelp.com we provide:

- Web-based EPL training that tracks employees' progress and completion
- Tools to evaluate your current HR policies
- Articles highlighting relevant workplace issues
- Checklists to discover areas of exposure
- Lawsuit and court decision summaries
- Free model HR policies and forms for download

Communiqués/Safety Bulletins/Checklists

VFIS has over 100 technical reference bulletins covering fire and EMS operations, vehicle operations, employment practices and ESO administration.

On-site Risk Assessments

VFIS can provide on-site risk control assessments in evaluating the effectiveness of existing procedures for controlling potential loss exposures. These assessments, where requested, will be provided by a Certified Safety Professional with experience in fire and emergency medical services.

Self-Assessment Tools

VFIS provides a web-based self-assessment guide (Mutual Aid by VFIS) which highlights known loss producing exposures and directs users to resources available to assist their organization in addressing them.

Newsletters

VFIS provides quarterly newsletters covering emerging topics of concern to emergency service leaders and personnel.

YOUR INSURANCE PROPOSAL

This proposal is prepared from information supplied to VFIS on the application submitted by your insurance representative.

The lines of business shown in this proposal are offered as a complete portfolio. Purchase of individual lines of business requires underwriting approval. This proposal may or may not contain all terms requested on the application. Proposed coverages are provided by the VFIS insurance policy forms and are subject to the terms, exclusions, conditions and limitations of those policy forms. Actual policies should be reviewed for specific details. Your insurance representative can provide specimen policies upon request.

Your exposure to loss changes over time. Keep your insurance representative informed of any changes, so your coverage can be updated. We strongly recommend frequent reviews of your operations and VFIS coverage with your insurance representative.

The proposed Property and Casualty coverage is underwritten by National Union Fire Insurance Company of Pittsburgh, Pa. (A.M. Best #19445). National Union Fire Insurance Company of Pittsburgh, Pa. is rated A (Excellent) in Financial Size Category XV by A.M. Best Company.

VFIS Claims Management provides the claims management services for VFIS Program insureds exclusively.

© 2021 Volunteer Firemen's Insurance Services, Inc. | All rights reserved.

The VFIS Program is administered by Volunteer Firemen's Insurance Services, Inc. CA Insurance Producer License #0B39073. Volunteer Firemen's Insurance Services, Inc., an American International Group, Inc. (AIG) company, is a premier manager and specialist of specialty commercial insurance markets in the U.S. This proposal provides a brief description of proposed insurance coverages for your consideration. It is not a contract of insurance. Refer to the actual insurance policy for a description of coverage, exclusions and conditions. Specimen policies are available for your review. All products and services are written or provided by subsidiaries or affiliates of AIG. Products or services may not be available in all countries, and coverage is subject to actual policy language. Certain property-casualty coverages may be provided by a surplus lines insurer. Surplus lines insurers do not generally participate in state guaranty funds and insureds are therefore not protected by such funds.

PROPOSAL

GENERAL INFORMATION

First Named Insured: KING COUNTY FIRE DISTRICT #16

Mailing Address: 7220 NE 181ST STREET
KENMORE, WA 98028

CRIME

VFIS offers a broad range of fidelity coverages which are customized to meet the needs of emergency service organizations including the following.

- **Employee Dishonesty** provides reimbursement for the loss of your organization's money or other property resulting from dishonest acts of your volunteers or employees.
- **Computer and Funds Transfer Fraud** will pay for loss the insured sustains arising directly out of the loss of or damage to money, securities, and property other than money and securities. This loss must result directly from the use of any computer to fraudulently cause transfer of that property from inside the premises or banking premises to a person outside those premises, or to a place outside those premises.
- **Fraudulent Impersonation** will pay for loss the insured sustains arising directly from having, in good faith, transferred money, securities or other properties in reliance upon a transfer instruction purportedly issued by an employee, customer or vendor, but which proves to have been fraudulently issued by an imposter.
- **Identity Fraud Expense** is the compensation of expense sustained that was incurred by the insured or any employee as a result directly from identity fraud.

Your selections are indicated below.

Covered Entity

- KING COUNTY FIRE DISTRICT #16

<u>Public Employee Dishonesty – Blanket Per Employee</u>	<u>Limit</u>	<u>Deductible</u>	<u>Faithful Performance</u>
	\$250,000	None	Yes
<u>Forgery or Alteration</u>	<u>Limit</u>	<u>Deductible</u>	
	\$250,000	None	
<u>Computer and Funds Transfer Fraud</u>	<u>Limit</u>	<u>Deductible</u>	
	\$100,000	None	
<u>Fraudulent Impersonation</u>	<u>Limit</u>	<u>Deductible</u>	
	\$100,000	None	
<u>Identity Fraud Expense</u>	<u>Limit</u>	<u>Deductible</u>	
	\$25,000	None	

AUTO

<u>Coverage</u>	<u>Symbols</u>	<u>Limits</u>
Bodily Injury / Property Damage Combined Single Limit	8,9	\$1,000,000
"No Fault" or Statutory Personal Injury Protection		Not Included
Medical Payments		Not Included
Uninsured Motorists	2	\$1,000,000
Underinsured Motorists Insurance	2	\$1,000,000
Hired & Borrowed Vehicles		Included
Commandeered Vehicles		Included
Volunteers/Employees as Insureds Under Non-Owned Autos		Included (Excess)
Temporary Substitute Vehicles		Included
Fellow Member Liability		Included
Incidental Garage Liability		Not Included
Physical Damage Comprehensive		Not Included
Physical Damage Collision		Not Included

AUTO LIABILITY – COVERAGE HIGHLIGHTS

The following apply unless noted otherwise in this proposal:

Non-Owned Automobile	<p>Covers your liability for vehicles hired, borrowed, or otherwise used on your behalf on an <i>excess basis</i>.</p> <p>Covers your liability for commandeered vehicles used on your behalf on a <i>primary basis</i>.</p>
Volunteers/Employees as Insureds Under Non-Owned Automobiles	<p>Volunteers/employees are covered while operating their own personal vehicle on behalf of the emergency service organization.</p> <p>Coverage is on an <i>excess basis</i>.</p>
Additional Insured-Automatic	<p>Any person or organization for which you have agreed in writing in a contract to be added as an additional insured.</p>
Expected or Intended Injury	<p>Included for Bodily Injury or Property Damage when resulting from actions taken to protect persons or property.</p>
Temporary Substitute Vehicle	<p>Coverage is provided when a replacement vehicle is loaned to you while a covered vehicle is temporarily out of service.</p> <p>Coverage is on a <i>primary basis</i>.</p> <div data-bbox="594 940 1370 1066"> <p>Example: A department is temporarily loaned an ambulance while their covered ambulance is being serviced. The loaner is involved in an intersection accident injuring civilians. Liability coverage would be provided to the department on a primary basis up to the policy limit.</p> </div>
Owner of Commandeered Auto as an Insured	<p>The owner of a commandeered auto in your temporary care, custody or control that is being used as part of an emergency operation is an insured.</p> <p>Coverage is on a <i>primary basis</i>.</p>
Uninsured Motorist/Underinsured Motorist	<p>Covers your organization for bodily injury and/or property damage sustained by an eligible party caused by a negligent uninsured/underinsured motorist or hit-and-run motorist, based on your state laws.</p>
Fellow Member Liability	<p>Covers your volunteers and employees should they accidentally injure a co-volunteer or co-employee arising out of the use of a covered vehicle.</p> <p>Note that the protection applies to the <i>individual</i> against whom the claim is made, whether or not a claim is made against you (the insured organization).</p> <div data-bbox="594 1556 1370 1707"> <p>Example: A fire truck is responding to an emergency call with lights and sirens activated. The vehicle operator fails to see a civilian vehicle resulting in a collision, injuring several passenger firefighters. Fellow member auto liability coverage would be provided to the fire truck driver up to the limit of the policy for claims arising from the injured passenger firefighters.</p> </div>

GENERAL LIABILITY / PROFESSIONAL HEALTH CARE LIABILITY

This coverage contains the following four sections:

- **Coverage A. Bodily Injury and Property Damage Liability** protects you when claims are made against you because of injury to others or damage to their property, unless caused by an auto.
- **Coverage B. Personal and Advertising Injury Liability** protects you when claims are made against you because of offenses such as false arrest, wrongful eviction or slander.
- **Coverage C. Professional Health Care Liability** protects you when claims are made against you as a result of your handling of patients, or providing, or failing to provide, medical services.
- **Coverage D. Medical Expense** protects you when claims are made against you as a result of injuries suffered by the public (not your volunteers or employees) because of your premises or operations. These expenses are payable even if the injury occurred through no fault of your own.

<u>Coverages</u>	<u>Limits</u>
Each Occurrence or Medical Incident	\$1,000,000
Personal and Advertising Injury (each offense)	\$1,000,000
Fire Damage Legal Liability (any one fire)	\$1,000,000
Medical Expense (any one person)	\$10,000
General Aggregate (the total payable in any policy term)	\$3,000,000
Products / Completed Operations Aggregate (the total payable in any policy term)	\$3,000,000

Optional Coverages *(apply only if checked)*

☒ **Employer's (Stop Gap) Liability**

- Provides General Liability and Auto Liability coverage to you (the insured organization) if a volunteer or employee alleges they were injured on the job and are entitled to sue the organization and seek damages beyond the benefits available under the applicable Workers' Compensation statute.
- Needed when the insured's Workers' Compensation policy provided for your volunteers and/or employees does not contain Part Two – Employer's Liability.

☐ **Owned Watercraft Liability** (boats exceeding 100 horsepower)

GENERAL LIABILITY – COVERAGE HIGHLIGHTS

The following apply unless noted otherwise in this proposal:

Volunteers and Employees as Insureds

Covers all volunteers (whether or not they are members of your organization) and employees are covered while acting on behalf of your organization.

Other insureds include your officers, directors, commissioners or trustees.

Also included are the owners of any property you commandeer.

VFIS coverage is primary for all of the above insureds, not excess of any personal insurance that may apply.

Your medical director (if any) is an insured for actions taken on your behalf, with these stipulations:

1. Coverage doesn't apply to liability arising from any physician's providing or failing to provide on-line medical direction or medical command via a telecommunications device, and
2. Hands-on treatment of a patient by a physician is excess of any medical malpractice insurance carried by the physician.

Blanket Additional Insureds

Automatically covers any person or organization required by contract to be an additional insured, but only for their liability arising out of your premises or operations.

The contract must be in effect before the injury or damage occurs.

Fellow Member Liability

Covers your volunteers and employees should they accidentally injure a co-volunteer or co-employee while working on your behalf.

Note that the protection applies to the individual against whom the claim is made, whether or not a claim is made against you (the insured organization).

"Good Samaritan" Liability

Covers your volunteer members and employees for liability arising from actions on their own to render services at the scene of an emergency requiring immediate action.

Applies to professional health care or any other services.

To qualify as a "Good Samaritan," the individual must act independently of your organization or any other organization.

Unlimited Defense Costs

The cost to defend you against covered claims is the responsibility of the company and will not erode your liability limits.

Intentional Acts

Provides liability protection if, in an attempt to save lives or protect property, your volunteers or employees intentionally cause bodily injury or property damage.

Example (bodily injury): A distraught relative of a heart attack victim must be restrained in order for you to administer care to the patient, and in the process the relative is injured.

Example (property damage): In order to gain access to a small fire in one apartment unit, a firefighter breaks down a door to a different unit that is not in imminent danger.

GENERAL LIABILITY – COVERAGE HIGHLIGHTS – continued

Pollution Liability

Covers you for bodily injury or property damage arising out of a pollution incident resulting from any of the following:

1. emergency operations away from your premises,
2. training activities, or
3. water runoff from the cleaning of equipment.

Covers you for bodily injury or property damage arising out of an asbestos incident resulting from either of the following:

1. emergency operations away from your premises, or
2. training activities away from your premises.

Liquor Liability

Covers you for bodily injury or property damage arising out of the serving or selling of alcoholic beverages.

If alcoholic beverages are sold, VFIS requires that you obtain the proper license or permit, comply with our liquor loss control recommendation, and pay the applicable premium charge.

Contractual Liability

Covers you for the liability you agreed to assume of another party, either orally or in writing.

The claim must be otherwise covered (not excluded).

Example: Farmer Brown agrees to allow a fire department to use his pasture to hold a flea market, as long as any injuries to the public are agreed to be the responsibility of the fire department and not of Farmer Brown.

Watercraft Liability

Automatic coverage for injury or damage arising from your use of the following:

1. non-owned boats,
2. owned boats that are not powered by motors,
3. owned boats that are powered by motors of not more than 100 horsepower, and
4. jet skis and waverunners regardless of horsepower.

Unmanned Aircraft (Drones)

Covers you for unmanned aircraft owned, operated, rented or loaned to you.

Unmanned aircraft means an aircraft weighing 15 pounds or less that is not designed, manufactured or modified after manufacture to be controlled directly by a person from within or on the aircraft.

Unmanned aircraft includes equipment used with the unmanned aircraft, provided such equipment is attached to or essential for its operation.

Fire Damage Legal Liability

Covers you for liability for fire damage to buildings your organization may rent or otherwise occupy with the permission of the owner.

A similar provision covers your liability for other than fire damage to buildings or contents rented or loaned to you for not more than 30 consecutive days.

Damage to Property of Persons Receiving Services

Covers you for liability for a personal property loss suffered by a member of the public receiving services from you, provided the loss is caused by theft, physical damage or disappearance.

Subject to a \$100 deductible each occurrence.

Example: A patient transported by ambulance to the hospital notices shortly after arrival that his wallet and Rolex watch are missing; he files a claim against the ambulance squad alleging theft of the property.

Expanded Aggregate Limit

The General Aggregate Limit shown in the schedule applies separately to:

1. each named insured (unless you have selected a \$10,000,000 aggregate limit), and
2. each location you own or rent.

MANAGEMENT LIABILITY

Limits

Each Offense or Wrongful Act.....	\$1,000,000
Aggregate (the total payable in any policy term).....	\$3,000,000
Defense Expense for Injunctive Relief	\$50,000

☐ "Claims made" basis

- This means that coverage is provided only for claims that are reported during the policy period, regardless of when the incident giving rise to a claim occurred. VFIS covers claims arising from incidents that occurred prior to the initial policy period as long as you had no reason to suspect that a claim might be presented as a result of the incident.
- If you are aware of any such incidents, be sure to report them to your agent immediately.

A signed and dated application is required before coverage can be bound.

☒ "Occurrence" basis

- This means that coverage is provided only for claims arising out of incidents that occur during the policy period, regardless of when the claim is eventually reported.
- You should not purchase occurrence coverage unless:
 - You are currently insured on an occurrence basis, or
 - You are currently insured on a claims made basis and you have decided to purchase a supplemental extended reporting period from your current carrier.

Cyber Liability and Privacy Crisis Management Expense

- **Cyber Liability** protects you when claims are made against you for monetary damages arising out of an electronic information security event.
- **Privacy Crisis Management Expense** reimburses for expenses you incur as a result of a privacy crisis management event first discovered during the policy period. This first party coverage is intended to provide professional expertise in the identification and mitigation of a privacy breach while satisfying all Federal and State statutory requirements.
- **Cyber Extortion Expense** reimburses for expenses you incur as a result of a cyber extortion threat first made against you during the policy period.

Cyber Liability

Each Event Limit:	\$1,000,000	Each Electronic Information Security Event
Retroactive Date:	09/01/2022	

Privacy Crisis Management Expense

Each Event Limit:	\$500,000	Each Privacy Event
Retroactive Date:	09/01/2022	
Deductible:	\$0	Each Privacy Event

Cyber Extortion Expense

Each Event Limit:	\$20,000	Each Cyber Extortion Threat
Deductible:	\$0	Each Cyber Extortion Threat

Privacy Crisis Management Expense and Cyber Extortion Expense

Aggregate Limit:	\$500,000	Aggregate
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MANAGEMENT LIABILITY – COVERAGE HIGHLIGHTS

Management Liability coverage protects you against claims for monetary damages arising out of:

Employment-related practices, such as wrongful termination, failure to promote or sexual harassment.

***Example:** A paid firefighter is terminated in July of 1999, and she is unable to find other similar employment until January of 2001. At a trial held later that year, she is successful in proving that she was wrongfully terminated and is awarded lost wages for the eighteen months she was unemployed. The organization's liability for these wages would be covered; liability for back wages, overtime or similar damages required by law or regulation are the obligation of the organization and would not be covered. This coverage would provide you with the cost of your legal defense, and pay an award up to the limit of liability.*

Errors in the **administration of employee benefit plans**, such as Accident and Sickness coverage, Group Life or Workers' Compensation.

***Example:** A paramedic covered under an Accident & Sickness policy gives instructions to the squad's insurance administrator to name his daughter as his beneficiary. Following his death from an on-the-job traffic accident, his daughter learns that she is not entitled to any benefits under the policy because the change of beneficiary card was misplaced and never processed. She brings suit to recover the money she would have received had the change of beneficiary been handled properly. This coverage would provide you with the cost of your legal defense, and pay an award up to the limit of liability.*

Other **wrongful acts** not specifically excluded.

***Example:** A taxpayer group brings suit against their fire district and its commissioners, alleging the improper spending of public funds. They argue that the commissioners have wasted their tax money by purchasing a state-of-the-art aerial device for \$750,000 even though there are no structures in the district more than two stories tall. This coverage would provide you and your commissioners with the cost of your legal defense, and pay an award up to the limit of liability.*

***Example:** Bids are solicited from outside contractors to build a new ambulance garage. The lowest bid is not accepted, even though it was made by a fully qualified contractor of good reputation. The contractor sues the ambulance district, arguing that his bid was rejected for no good reason and alleging favoritism in the awarding of the contracts. This coverage would provide you with the cost of your legal defense, and pay an award up to the limit of liability.*

MANAGEMENT LIABILITY – COVERAGE HIGHLIGHTS

The following apply unless noted otherwise in this proposal:

Defense Expense for Injunctive Relief

A plaintiff may sue your organization not for money but to require action of some type. They're seeking injunctive relief; they want your organization to do something or to stop doing something.

This automatic coverage will reimburse your organization up to \$50,000 for reasonable legal fees incurred in your defense.

Example: A person who was denied volunteer membership by you brings legal action to be admitted as a member.

Example: A resident seeks an injunction to stop the fire department's installation of a siren directly behind her house.

Outside Directorship Liability

Automatically covers your volunteers or employees who choose to serve on the board of directors of an outside organization as long as that organization:

1. is not-for-profit, and
2. is related to the emergency services.

Coverage is excess of any insurance.

MANAGEMENT LIABILITY – COVERAGE HIGHLIGHTS – continued

Volunteers and Employees as Insureds	<p>Covers all volunteers (whether or not they are members of your organization) and employees while acting on behalf of your organization.</p> <p>Other insureds include your officers, directors, commissioners or trustees.</p> <p>Also included is your medical director (if any).</p> <p>VFIS coverage is primary for all of the above insureds, not excess of any personal insurance that may apply.</p>
Estates, Heirs, and Legal Representatives	<p>Included as insureds.</p>
Spousal Liability	<p>Included, but only for acts within the course and scope of your operations.</p>
Unlimited Defense Costs	<p>The cost to defend you against covered claims is the responsibility of the company and will not erode your liability limits.</p>
Fair Labor Standards Act Suit Defense Coverage	<p>Limit of \$100,000 each claim incurred provided for the defense of any claim for violation of the Fair Labor Standards Act.</p>
Blanket Additional Insureds	<p>Automatically covers any person or organization that may be liable for your employment practices, your administration of employee benefit plans or other wrongful acts, but only to the extent of that liability.</p>
Unintentional Release of HIPAA Information	<p>Limit of \$100,000 provided for the payment of fines and penalties assessed upon the insured for HIPAA violations.</p>
Expanded Aggregate Limit	<p>The Aggregate Limit shown in the schedule applies separately to each named insured (unless you have selected a \$10,000,000 aggregate limit).</p>

MANAGEMENT LIABILITY – COVERAGE HIGHLIGHTS

– *Cyber Liability and Privacy Crisis Management*

The following apply unless noted otherwise in this proposal:

Cyber Liability

Coverage applies to each electronic information security event which includes:

1. Transmission of malware from your computer system to a third party;
2. The inability of an authorized user to access your web site or your computer system because of a denial of service attack;
3. A personal identity event or corporate privacy event caused by information that is obtained or released directly from your computer system.

As used in this definition, a denial of service attack means an intentional attack directly on your computer system that prevents or slows down access to your web site or your computer network. However, a denial of service attack which affects the internet at large and is not directed at your computer system is not an electronic information security event.

Personal Identity Event or Corporate Privacy Event

What is a personal identity event or corporate privacy event?

1. Unauthorized disclosure of or failure to protect identifiable or confidential corporate information from misappropriation;
2. The failure to disclose or warn of an actual or potential disclosure of misappropriation of personally identifiable or confidential corporate information;
3. Violation of any federal or state privacy statute pertaining to the disclosure or misappropriation of personally identifiable or confidential corporate information.

Privacy Crisis Management Expense Coverage

Pays on behalf applicable reasonable and necessary fees because of a privacy event which includes:

1. To conduct a computer forensic analysis to determine the cause and extent of the privacy event;
2. Provide a crisis management review and advice by an approved independent crisis management or legal firm;
3. Notification to affected parties for printing, advertising, mailing of materials or other costs;
4. Travel expenses by directors and employees to mitigate damages;
5. Call center services for credit monitoring as well as identity theft education and assistance for affected individuals.

Privacy crisis management expenses shall not include:

1. Compensation, fees, benefits or overhead of any insured or "employee" of any insured;
2. Costs or expenses that would have been incurred in the absence of the "privacy event;"
3. Costs or expenses associated with upgrading, maintaining, improving, repair or remediating any "computer system," procedures, services or property as a result of a "privacy event."

MANAGEMENT LIABILITY – COVERAGE HIGHLIGHTS

– *Cyber Liability and Privacy Crisis Management* – continued

Privacy Event

What is a privacy event?

1. Unauthorized disclosure by you of personally identifiable or confidential corporate information or your failure to protect personally identifiable or confidential corporate information from misappropriation;
2. Failure to disclose or warn of an actual or potential disclosure or misappropriation of personally identifiable or confidential corporate information;
3. Violation of any federal or state privacy statute pertaining to the disclosure or misappropriation of personally identifiable or confidential corporate information.

Cyber Extortion Expense

Reimburses you for expenses paid in response to a cyber extortion threat.

Cyber Extortion Threat

What is a cyber extortion threat?

A cyber extortion threat is a demand for monetary payment based on a credible threat directly involving your computer system (not the internet at large) to:

1. Launch a denial of service attack;
2. Steal, release or publish personally identifiable information or confidential corporate information;
3. Alter, damage or destroy electronic data;
4. Cause you to transfer, pay or deliver any funds or property without your authorization.

Coverage Territory

For cyber liability, privacy crisis management expense and cyber extortion expense coverage, the coverage territory means worldwide, but the event and suit must take place in the U.S., Puerto Rico or Canada.

EXCESS LIABILITY

Excess Liability coverage protects you with the following:

1. It provides excess coverage over your primary liability insurance stated on a schedule of underlying insurance.
2. It will automatically take the place of primary liability policies whose aggregate limits have been exhausted.

Limits

Each Occurrence.....	\$10,000,000
Annual Aggregate	\$20,000,000
Self-Insured Retention	None

Excess over the following underlying coverages:

- ☒ Auto
- ☒ General Liability and Professional Liability
- ☒ Management Liability

Liquor Liability	Follows form with underlying coverages.
Pollution Liability	Follows form with underlying coverages.
Management Liability	Follows form with underlying coverages.
Employer's Liability	Follows form with underlying coverages.
Unlimited Defense Costs	The cost to defend you against covered claims is the responsibility of the company and will not erode your liability limits.
Expanded Aggregate Limit	The aggregate limit shown in the schedule applies separately to each location.
Unmanned Aircraft (Drones)	Coverage is included for unmanned aircraft that is owned, operated, rented or loaned to you. \$1,000,000 each occurrence/aggregate sublimit applies.

PROPOSAL NOTES

Crime

Note: Public Employee Blanket Bond coverage is requested. Please note this coverage form excludes the treasurer and anyone required by statute to be bonded (possibly board members). A Public Employee Position Schedule Bond may be used to cover excluded positions.

Auto

Note: Your Auto Liability quote is for hired and non-owned autos only.

Excess

Note: Optional Excess quote for \$5 million each occurrence/\$10 million Aggregate = \$3,200.

General

Note: This quote does not include liability arising out of your providing or failing to provide firefighting, ambulance, rescue or other emergency services.

Note: If bound, please also forward with the VFIS Order Form the completed and signed Fraud Warning Notice page of our VFIS application.

PREMIUM SUMMARY

KING COUNTY FIRE DISTRICT #16 (WA) C36254

Premium

Property.....	Not Quoted
Crime	\$251
Portable Equipment	Not Quoted
Auto.....	\$273
General Liability	\$653
Management Liability	\$1,258
Excess Liability	\$6,200
Total Estimated Annual Premium	\$8,635

PLUS MORE VALUE!

Risk Management Included

- Employment practices
- Manage your risk – resources, check lists
- Risk Management Consultants
- On-site assessments/self-assessments

Education, Training & Consulting Included

- Classroom seminars, training, resources – vfis.com
- Distance learning – VFIS University
- Consulting Available

Volunteer Firemen's Insurance Services, Inc.®

VFIS®, VFIS® with design and Volunteer Firemen's Insurance Services, Inc.® are all registered service marks of the same PA Corporation.

OTHER VFIS PRODUCTS AVAILABLE

Accident & Sickness Coverage - provides "on duty" coverage for members, auxiliary members, junior members, members in training, officers, deputized by-standers, trustees and board members, and volunteers asked by the organization to help with non-emergency events. Coverage listed below is provided when a member performs any normal duty of the department, whether it is an emergency or not. Insurance coverage underwritten by National Union Fire Insurance Company of Pittsburgh, PA.

- Death Benefit
- Lump Sum Living Benefit
- Disability Income Benefit
- Medical Benefit

Critical Illness Insurance Program - a lump sum cash benefit is available to emergency service personnel, when diagnosed with a heart attack, stroke or life threatening cancer. Underwritten by ACE American Insurance Company, Philadelphia, PA. Coverage includes:

- 24-hour, On and Off Duty Coverage
- Lump Sum Living Benefit (for qualifying illnesses)

Group Term Life Insurance - available for all members which includes active, retired, volunteers, career or auxiliary members. Underwritten by AIG, American General. Coverage includes:

- 24-hour, On and Off Duty Coverage
- Accidental Death and Dismemberment
- Guaranteed Issue Life Insurance for Any Age

Length of Service Award Program (LOSAP) - an incentive program to effectively retain existing volunteers, increase their level of participation and recruit new members. Life insurance underwritten by AIG Life Insurance Company and American Life Assurance Company of New York (Maine and New York). Group annuity contracts underwritten by Hartford Life Insurance Company. Coverage provided:

- 24-hour, On and Off Duty Death Benefit
- Monthly Income During Retirement Years
- Disability Benefit

VFIS ORDER FORM

KING COUNTY FIRE DISTRICT #16 (WA) C36254

Coverage	Effective/ Expiration Dates	Accept <i>Initial to accept coverage</i>	Decline <i>Initial to decline coverage</i>	Premium Quoted
Property				
Crime				
Portable Equipment				
Auto				
General Liability				
Management Liability				
Excess Liability				
Total				

Payment Plans

Installment Option: (no installment fee)

- ☐ Ten Pay (\$10,000 P&C account minimum and 25% down payment)
- ☐ Semi-Annual (\$2,500 P&C account minimum)
- ☐ Quarterly (\$3,500 P&C account minimum)

Signature of Insurance Representative

Date

Agency Name/Address _____

Producer/Service Rep. _____

Before you return this form, you must:

1. Provide the INSURED'S Federal ID#: 91-6007262
2. Identify all mortgagees, loss payees and (for Auto only) additional insureds/lessors (provide address).
3. Choose \$1,000,000 underlying limits when there is Excess Liability.

This is not a binder, nor should it be used as one. This form is solely for the purpose of ordering property and casualty insurance coverages for which VFIS has provided a valid quote.

Signature of Insured

Date

Comments/Notes: _____

Internal Use Only:	C36254	WA	Qt Eff Dt: 06/01/2022	Doc ID: 7771872bf51e44138fe2641201cf690a
	Property: 0		Crime: 29042410000000	PE: 0
	GL: 29042410000000		ML: 29042410000000	Auto: 29042410000000
			Excess: 29042410000000	

WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 14:54:19 Date: 04/14/2022

04/27/2022 To: 04/27/2022

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
639	04/27/2022	Claims	1	0	AQUA CLUB INC	40.00	Pool rental - 2 resuce swimmers
640	04/27/2022	Claims	1	0	CENTURY LINK	64.56	Phones - St 57
641	04/27/2022	Claims	1	0	CITY OF LAKE FOREST PARK	281.53	AccT #005377-000; St 57 - Sewer
642	04/27/2022	Claims	1	0	EASTSIDE PUBLIC SAFETY COMM. AGENCY	489.44	April 2022 - Maintenance Agreement
643	04/27/2022	Claims	1	0	EASTSIDE PUBLIC SAFETY COMM. AGENCY	1,061.55	April 2022 - Radio Access Fees
644	04/27/2022	Claims	1	0	ECMS ENSEMBLE CARE MAINTENANCE SERVICE	1,628.47	Bunker Gear Repairs - Ross, Livinston, Martensen
645	04/27/2022	Claims	1	0	FROULA ALARM SYSTEMS, INC	148.64	Q2 Monitoring - St 51
646	04/27/2022	Claims	1	0	GALACTIC IDEAS, LLC	182.00	Website Fixes
647	04/27/2022	Claims	1	0	GALLS, LLC - DBA BLUMENTHAL UNIFORM	275.76	Bunker Gear Heat Pressing
649	04/27/2022	Claims	1	0	HUGHES FIRE EQUIPMENT	304.87	Vehicle Maintenance
676	04/27/2022	Claims	1	0	JAYDEN P PETRO	63.86	Reimbursement - Boat Safety Course
650	04/27/2022	Claims	1	0	KING COUNTY FINANCE	1,867.00	March 2022 - I Net
651	04/27/2022	Claims	1	0	KING COUNTY FIRE PROTECTION DISTRICT 16	39.00	Reimbursement - Petty Cash Checking
652	04/27/2022	Claims	1	0	KROESEN'S, INC.	663.77	Sharp Class A Uniform
653	04/27/2022	Claims	1	0	KROESEN'S, INC.	30.73	Heilman LT Emblem / Brass
654	04/27/2022	Claims	1	0	KROESEN'S, INC.	130.69	Ford - Name Tag and Shirt
655	04/27/2022	Claims	1	0	KROESEN'S, INC.	173.90	Ford - Shoreline Jacket and Name Tag
656	04/27/2022	Claims	1	0	KROESEN'S, INC.	491.39	Wilkinson Class A Uniform
657	04/27/2022	Claims	1	0	KROESEN'S, INC.	49.32	Anders - Shirt
658	04/27/2022	Claims	1	0	KROESEN'S, INC.	239.13	Anders - BC Uniform
659	04/27/2022	Claims	1	0	KROESEN'S, INC.	148.76	Ross - LT Uniform Updates
660	04/27/2022	Claims	1	0	KROESEN'S, INC.	173.90	Heilman - LT Uniform Updates
661	04/27/2022	Claims	1	0	KROESEN'S, INC.	373.90	Burrow - BC Uniform
662	04/27/2022	Claims	1	0	KROESEN'S, INC.	102.61	Heilman - LT Uniform Updates
663	04/27/2022	Claims	1	0	KROESEN'S, INC.	15.36	Ford - Name Tag / Patch
664	04/27/2022	Claims	1	0	KROESEN'S, INC.	37.98	Ford - Captain uniform updates
665	04/27/2022	Claims	1	0	KROESEN'S, INC.	395.52	Heilman - LT Uniform updates
666	04/27/2022	Claims	1	0	L. N. CURTIS & SONS	36.15	Ross LT Helmet; Accessories for Ballistic Helmets; Credit for INV343817
667	04/27/2022	Claims	1	0	LIFE ASSIST	23.97	Suction Canister
648	04/27/2022	Claims	1	0	MATTHEW R HOCHSTEIN	20.00	Reimbursment - Parking at lumen Field Event Center
668	04/27/2022	Claims	1	0	MUNICIPAL EMERGENCY SERVICES	143.13	Air Sample Test
669	04/27/2022	Claims	1	0	MUNICIPAL EMERGENCY SERVICES	1,094.77	SCBA Compressor Annual Service
670	04/27/2022	Claims	1	0	MUNICIPAL EMERGENCY SERVICES	43.80	SCBA Repairs
671	04/27/2022	Claims	1	0	NATURAL CONCEPT LANDSCAPE	515.63	Landscaping - St 51
672	04/27/2022	Claims	1	0	NORCOM	7,091.66	IT Services - March 2022
673	04/27/2022	Claims	1	0	NORTHSHORE UTILITY DISTRICT (NUD)	7,831.61	March 2022 - Fuel and Maintenance
674	04/27/2022	Claims	1	0	O'REILLY AUTO PARTS	49.53	Batteries; Exhaust Fluid
675	04/27/2022	Claims	1	0	PACIFIC OFFICE AUTOMATION	214.70	Copier Lease
690	04/27/2022	Claims	1	0	PATTERSON BUCHANAN FOBES & LEITCH INC PS	1,452.00	Legal Fees - EEOC Chage

Northshore Fire Department

Time: 14:54:19 Date: 04/14/2022

04/27/2022 To: 04/27/2022

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
677	04/27/2022	Claims	1	0	PSR MECHANICAL	2,530.10	Q2 Service Agreement
678	04/27/2022	Claims	1	0	REPUBLIC SERVICES #172	453.67	Garbage / Recycle Pickup - St 51
679	04/27/2022	Claims	1	0	REPUBLIC SERVICES #172	163.49	Garbage Pick up - St 57
680	04/27/2022	Claims	1	0	SEATTLE CITY LIGHT	1,354.80	Acct #9969310000; St 57
681	04/27/2022	Claims	1	0	STERICYCLE	20.72	Bio hazard disposal
682	04/27/2022	Claims	1	0	TITAN ELECTRIC	2,104.12	Electrical Work for Landscaping at St 57
683	04/27/2022	Claims	1	0	TKE CORP	551.68	Q2 Maintenance Agreement
684	04/27/2022	Claims	1	0	VERIZON BUSINESS	738.79	Phones - VOIP - St 51
685	04/27/2022	Claims	1	0	VERIZON WIRELESS	46.25	Phones - Suppression Cell Phones
686	04/27/2022	Claims	1	0	WALTER E NELSON CO OF WESTERN WA	253.58	Janitorial Supplies; Return - for invoice 849966; Janitorial Supplies
687	04/27/2022	Claims	1	0	WASHINGTON AUTOMATED, INC	308.28	Washer Repair
688	04/27/2022	Claims	1	0	WESTLAKE HARDWARE	12.51	PVC Caps; Pipe Fitting for Training Tower; Return part
689	04/27/2022	Claims	1	0	ZIPLY FIBER	919.45	Ethernet Service
001 General Fund 10-016-0010						37,448.03	
						<u>37,448.03</u>	Claims:
						37,448.03	37,448.03

WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 14:48:08 Date: 04/14/2022

04/27/2022 To: 04/27/2022

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
638	04/27/2022	Claims	4	0	ALFRED J BAKER	7,970.65	LEOFF I
004 Reserve Fund 10-016-6010						7,970.65	
						<u>7,970.65</u>	Claims:
						7,970.65	7,970.65



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

MINUTES

April 5, 2022

REGULAR MEETING BOARD OF COMMISSIONERS at Northshore Fire Department's Headquarters Station 51 Virtual Meeting via Zoom

I. OPEN REGULAR NORTHSHORE MEETING

1.1 Roll Call

Chair Josh Pratt called the meeting to order at 5:00 PM.

Persons in attendance were Commissioners Josh Pratt, Tyler Byers, Rick Webster and Lisa Wollum. Also present was Lake Forest Park Councilmember Phillippa Kassover, Chief Mike Morris, Chief Matt Cowan, Legal Counsel Matt Paxton, Board Secretary Amy Oakley, and 8 members of the public. Commissioner Eric Adman joined the meeting at 5:45PM.

II. PUBLIC COMMENT

2.1 No public comments.

III. APPROVAL OF THE AGENDA

3.1 *Commissioner Webster moved to adopt the agenda as presented. Commissioner Byers seconded. The motion passed unanimously.*

IV. EXECUTIVE SESSION

The Board moved into Executive Session at 5:03PM until 5:23PM to discuss the performance of a public employee pursuant to RCW 42.30.110(1)(g), and to discuss with legal counsel representing the agency matters relating to litigation or potential litigation pursuant to RCW 42.30.110(1)(i). The Board extended the Executive Session by 10 minutes. The Board moved back into open session at 5:33PM.

Commissioner Webster moved to add to Item 5.2 B. MOU for BC In-fill with Chief Morris. Commissioner Byers seconded. The motion passed unanimously.

V. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

5.1 Conversation with IAFF, Local 2459

- Local 2459, President Ingersoll, updated the Board that they have filed with IAFF to consolidate with Local 1760, pending approval of the Local 1760 Board.
- The Board discussed continuing to have Local representation at Board of Commissioner meetings.

5.2 A. Amended and Restated Employment Agreement for Chief Morris

Commissioner Webster moved to accept the Amended and Restated Employment Agreement for Chief Morris that was presented on Friday. Commissioner Wollum seconded. The motion passed unanimously

B. MOU for BC In-fill with Chief Morris

Commissioner Webster moved to accept the MOU for Chief Morris to In-fill as a Battalion Chief as needed. Commissioner Byers seconded. The motion passed unanimously

5.3 Separation Agreement for Shannon Moore

Commissioner Webster moved to accept the separation agreement for Shannon Moore as presented. Commissioner Byers seconded. The motion passed unanimously

5.4 Update from Shoreline Fire Department Negotiation Team

- Commissioner Webster updated the Board on the draft ILA process. The draft is currently being reviewed by Tom Broetje.
- Legal Counsel Paxton updated the Board that the non-financial terms have been negotiated and agreed to.
- The Board discussed a possible special meeting next week to review the ILA.
- Commissioner Adman joined the meeting.
- Commissioner Pratt responded to a public question to reassure the public and members of city council that there will be no reduction in service level due to contract for services.

5.5 Discussion of Return to In-person Meetings

- Chief Morris updated the Board on the status of purchased microphone for the public meeting space.
- The Board will return to in-person meetings on May 1, 2022 and will continue to offer a remote Zoom option for Board members and the public to attend.

5.6 April 18th Robert's Rules of Order Training

- The Board will attend Roberts Rules of Order Training on April 18th. The training will be conducted on Zoom and will not be recorded due to proprietary content of the trainer.

VI. BOARD RESOLUTIONS

6.1 None

VII. CONSENT AGENDA

7.1 Vouchers

- The General Fund Vouchers totaled \$ 257,764.75
- The Reserve Fund Vouchers totaled \$ 3,767.22

7.2 Commissioner Compensation

7.3 Meeting Minutes: 3/15/2022

Commissioner Webster moved to accept the consent agenda as presented. Commissioner Wollum seconded. The motion passed unanimously.

VIII. REPORTS

8.1 Fire Chief Report

- Chief Morris updated Board that the Annual Report will be published soon.
- The Board discussed Bothell Fire Department's intent to withdraw from the North King County Training Consortium in 2023 and future plans for the NKCTC.

8.2 Commissioner Reports

- None

8.3 Legal Counsel Reports

- Legal Counsel Paxton updated the Board on the impacts of changes to Use of Force HB1310 and Open Public Meetings Act HB1329.

IX. UPCOMING BOARD AGENDAS

9.1 Setting of Future Meeting Agenda(s)

In addition to the standard items, the April 19th agenda will include Contract for Services Negotiation Team, Update Blending Committees, Administrative Activities not covered under contract, Name/rebranding discussion.

ADJOURNMENT

The meeting adjourned at 6:00PM

NEXT MEETING DATE

The next regular Board of Commissioners meeting is scheduled for April 19, 2022, at 5:00PM.

Attachments: Agenda, Signed Robert's Rules of Order Training Contract, Vouchers, Minutes 3/15/22, Chiefs Report.

BOARD OF COMMISSIONERS

ERIC ADMAN, Member

JOSH PRATT, Member

TYLER BYERS, Member

RICK WEBSTER, Member

LISA WOLLUM, Member

ATTEST

Amy Oakley, Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners on April 19th, 2022



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

DATE: April 15, 2022

TO: Board of Fire Commissioners

FR: Interim Fire Chief

RE: Chief's Report for 4/19/2022 meeting

Personnel, Operations, Facilities, Community

Personnel

1. We received notification that Sky Blake has filed a complaint with King County's risk management office alleging that Northshore failed to provide religious accommodations for the vaccine mandate.
2. Shannon Moore worked her last day on 4/15/2022.

Operations

1. FS Dawn Killion is working on the annual auditor's report and scheduled to be completed in May.
2. Meetings held:
 - a. Administrative staff:
 - i. 2021 Annual Report, draft attached.
 - ii. Public information requests.
 - iii. Working continually with Shoreline planning implementation.
 - b. Labor/Management:
 - i. Local 2459 now merged with Local 1760.
 - c. King County EMS and Public Health:
 - i. Covid briefing.
 - ii. EMS contract 5002 signed over to Shoreline for BLS services and funding.
 - d. NEMCO Emergency Manager interviews with one potential candidate in the vetting process.
 - e. Norcom single cad training and implementation pushed out to July.
 - f. ILA Negotiations Committee with Commissioner Webster and Attorney Paxton.
3. Zeb Middleton has requested Norcom to extend the IT contract through the end of May.
4. Insurance quote received, waiting for Board approval of coverage.

Facilities

1. Zeb Middleton continues researching security system updates and retro-fit options for Northshore Stations and integration into Shoreline's system. We met with providers of software and hardware who will provide quotes and recommendations.
2. Station 57 landscape work is underway. They are currently improving drainage, installing a sprinkler system, and planting plants.
3. **Station 51 Training Building update:** Progress has stopped due to increased construction costs and available time and lack of staff. I recommend we retain the money budgeted for this project and re-evaluate during the 2023 budget process.

Community

1. Donations of expired hose and equipment were made to Pierce County Skills Center for the training of regional high school firefighters.
2. Donations of expired hose and equipment were made to First In Training and Education (FITE) for the training of local high school firefighters.
3. Donations of expired hose were made to an educational program out of Oregon.

TRAINING UPDATE

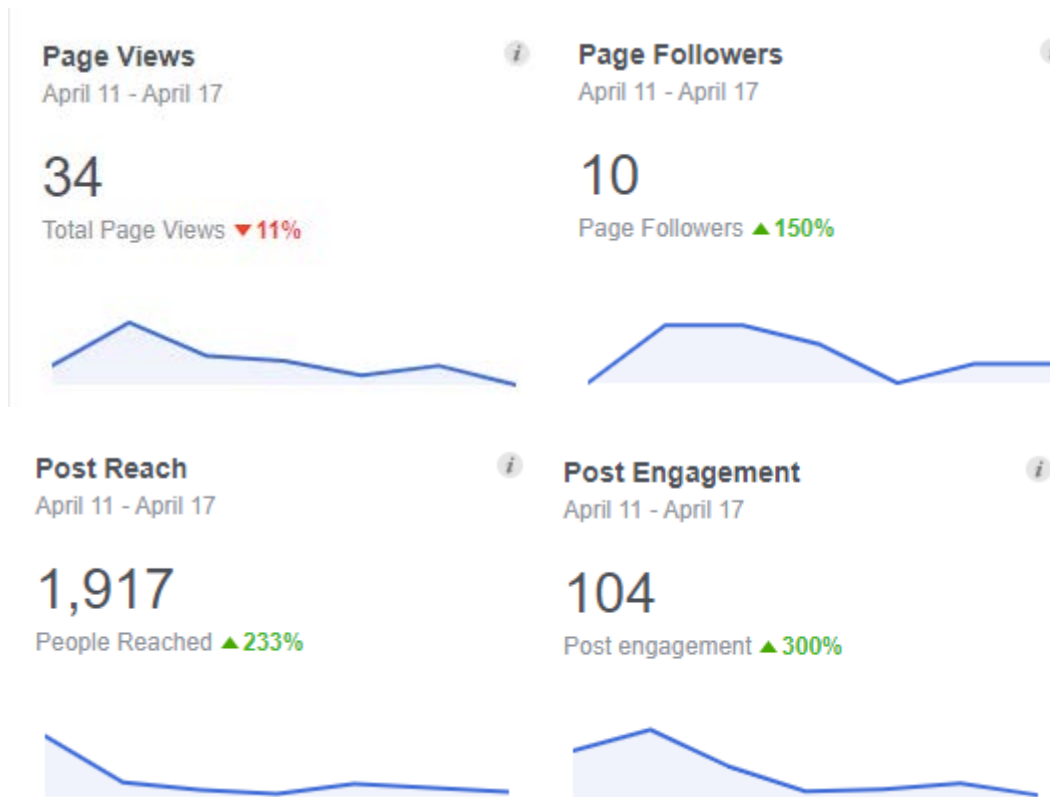
1. NKCTC Operations Chiefs meeting: DC Newbold informed the group that Bothell Fire's first priority is to join East King County Training Consortium, but they are looking at both options. Chief Cowan continues to have discussions with Chief Kroon about them remaining as part of NKCTC.

FIRE PREVENTION

1. FPS Booth and Admin Specialist Jennifer Kunkel attended Washington State Association of Fire Marshall Plans Review course.
2. FM office issued a single-family residential fire sprinkler permit, 1 fire alarm TI permit, 3 sprinkler/alarm inspections and joined 1 pre-app meeting with the City of Kenmore.
3. Inspector Booth conducted area familiarization with DFM Wesenberg and DFM Burgess from Shoreline.
4. Inspector Booth conducted 14 code enforcement inspections, 3 sprinkler/fire alarm inspections and issued 1 tank permit.
5. Inspector Booth assigned and pushed out 2nd quarter inspections to the shifts.
6. PIO Booth responded to a missing person (search/rescue – dive team) at Log Boom Park.
7. Inspector Booth responded to an arson fire at Mary's Place and worked with KCFIU to educate their residents on fire safety.
8. Inspector Booth is continuing to work on CodePAL (inspection program) to clear corrected violations from the database.

- Inspector Booth pushed out posts on Facebook & Instagram about fire safety, CPR instructions and Easter holiday wishes.

Facebook Insights:



COVID-19 UPDATE

4/18/2022

- King County – 384,351 total cases, 11,422 hospitalizations and 2,722 fatalities. 3,743 new cases in the last 7 days, showing a 37% **increase**, 4 daily average hospitalizations, showing a 21% **decrease**, and 1 daily fatalities, a 60% **decrease** over the last 14 days.
- Kenmore – 3,223 total cases, 95 hospitalizations and 23 fatalities. Kenmore has experienced 23 new cases in the previous 7 days equating to an 21% **decrease**, 1 new hospitalization and 0 fatalities.
- LFP – 1,665 total cases, 33 hospitalizations and 6 fatalities. LFP has experienced 25 new cases in the previous 7 days equating to a 108% **increase**, 0 new hospitalization and no fatalities.
- King County residents who have completed the primary series of vaccinations:
 - >95% ages 50+.
 - 89.8% ages 35-49.
 - 77.4% ages 18-34.
 - 77.2% ages 12-17.

e. 52.5% ages 5-11.

5. Community Level:

- a. Current **Low** Transmission level.
- b. **Decreasing** trend in the number of hospitalizations in the last 14 days.
- c. **Decreasing** trend in the number of fatalities related to Covid-19 over the last 14 days.

Northshore Fire Department has zero Firefighters in quarantine.

Response Standards

April 1 - 16

Reaction time 51 90% Fractile	Reaction Time 57 90% Fractile	Response Time Avg Call received to O/S	Response Time 90% Call received to O/S
A shift 1:46	A shift 2:02	5:17	7:23
B shift 2:17	B shift 1:44		
C shift 1:42	C shift 1:37		
D shift 1:52	D shift 2:08		

Call Types	Number of Calls
Rescue/Vehicle fire	2
Structure Fire	4
Natural Vegetation	1
EMS	137
Odor/Smoke/Steam problem	0
Electrical wiring	1
Flammable Liquid spill	3
Public Service	14
Dispatched and cancelled	18
Water problem	1
False alarm/system malfunction	9
Other	5
Total calls	195

Auto Aid IN to Assist NSFD (All Call Types)

Kirkland	6	
Bothell	1	
Shoreline	13	

Auto Aid OUT of District (All Call Types)

Kirkland	1	
Bothell	15	
Shoreline	11	

NORTHSHORE FIRE DEPARTMENT

2021 Annual Report

Station 51
7220 NE 181st Street
Kenmore, WA
98028

Station 57
17020 Brookside Blvd NE
Lake Forest Park, WA
98155

PH: (425) 354-1780
FAX: (425) 354-1781
www.northshorefire.com



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MESSAGE FROM THE INTERIM FIRE CHIEF

The men and women of Northshore Fire work to save lives, protect property, improve response outcomes and increase public education around fire safety. The department is staffed by professional firefighters trained to provide fire, rescue, and emergency medical services. In addition, we are fortunate to have an established in-house training consortium that educates and prepares our firefighters for any situation that may arise, such as: technical rescue (high and low angle rope, confined space and trench), vehicle extrication, hazardous materials and water rescue. The fire department is continually searching for opportunities to improve our services, promote efficiency, and increase community and firefighter safety.

2021 continued to be a challenging year, dealing with fallouts from Covid, which included mandates that forced our District to lose two of our valued firefighters. I cannot thank the members of our department enough for their hard work and dedication to service during these trying times. I'm grateful we are blessed with such good people and a great community.



Sincerely,

A handwritten signature in black ink, appearing to read "Mike Morris". The signature is fluid and cursive, with a long horizontal stroke at the end.

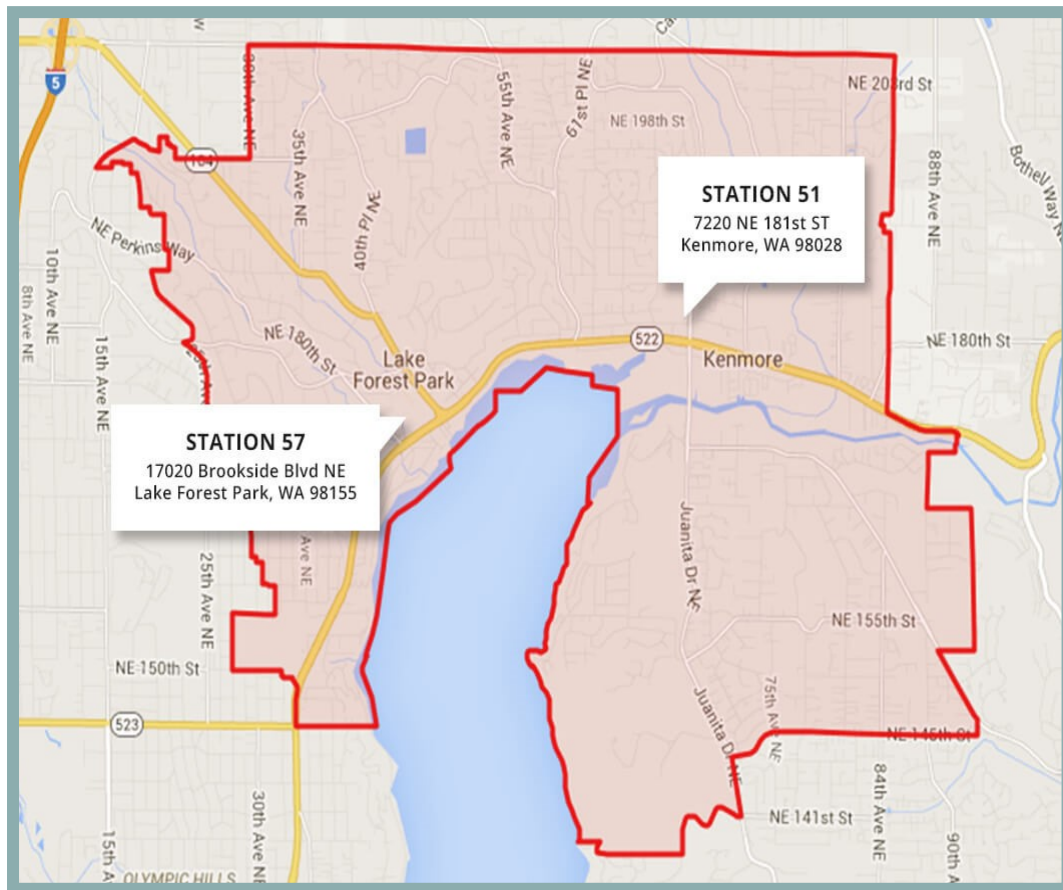
Mike Morris



ABOUT US

For the last 80 years, the Northshore Fire Department has been providing comprehensive fire prevention, education and emergency fire suppression services to the residents of the cities of Kenmore and Lake Forest Park.

Northshore Fire serves an area of approximately 11 square miles. Between the two stations we are staffed with 47 dedicated employees, including 40 Professional Firefighters and Officers, a Training Captain, Fire Prevention and our 4 person administrative team.



OUR MISSION

We are dedicated to protecting the health, life and property of the community with professionalism, respect and integrity.

OUR VALUES

Our core values are honesty, integrity, trust, compassion and courage. We believe three principals provide the foundation for our success. We embrace a positive atmosphere where teamwork, competence, pride and mutual respect provide an opportunity for all employees to succeed.

OUR VISION

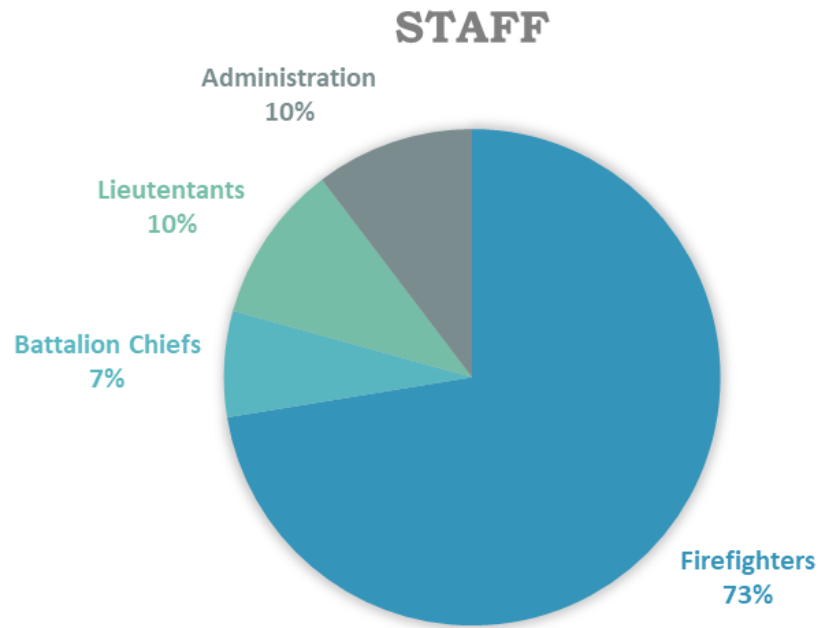
We are an organization that continues to be innovative in meeting our mission in a changing environment. We accomplish our mission by providing superior services in partnership with our community.

Minimum On-Duty Staffing:

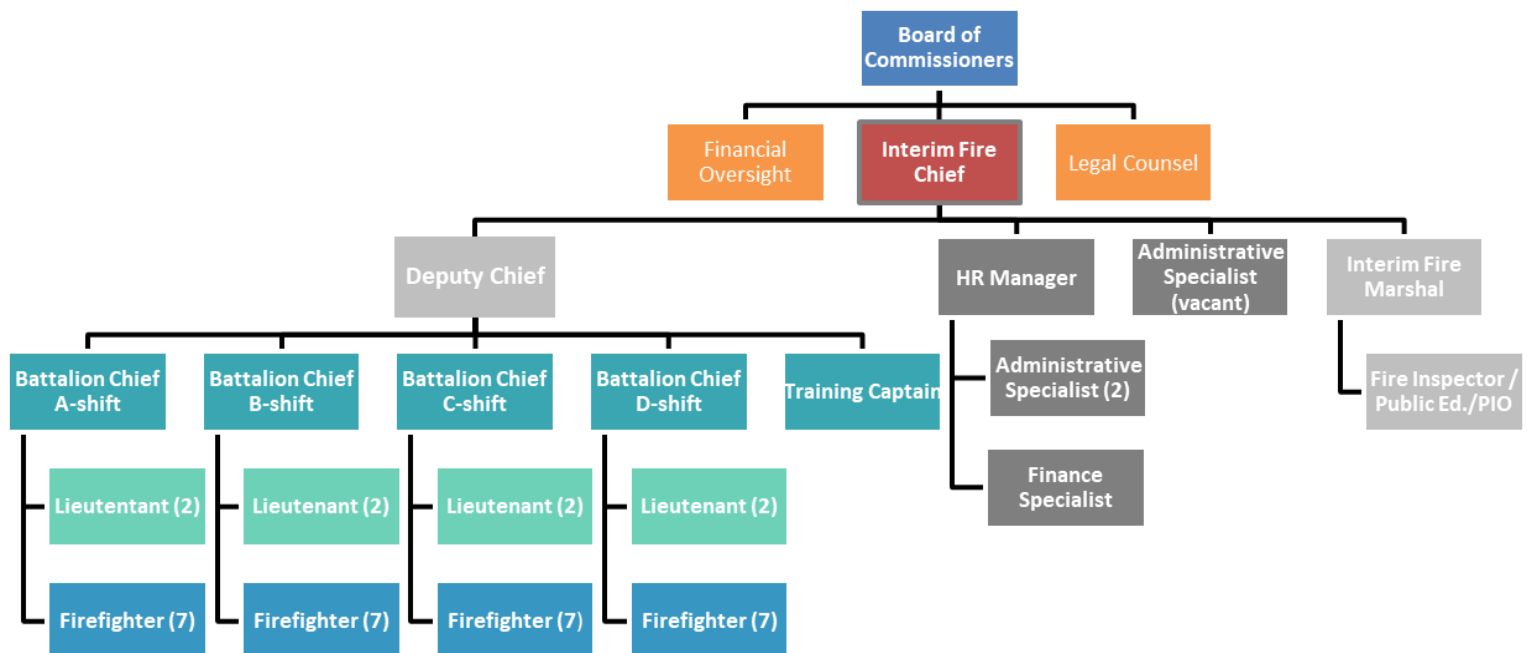
9

2021 Total Staff:

47



ORGANIZATIONAL STRUCTURE



2021 BOARD OF COMMISSIONERS



Rick Webster - Chair



Josh Pratt - Vice



Dave Maehren



Eric Adman

August 10th
forward



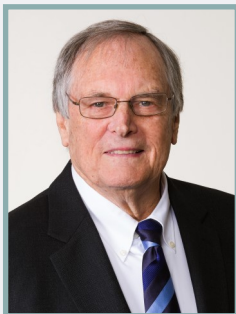
Curtis Milton

August 10th—
November 22nd



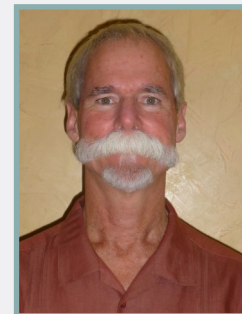
Tyler Byers

November 23rd
forward



Don Ellis

IN
LOVING
MEMORY



Rick Verlinda

On May 25, 2021 Northshore Fire Department was saddened to hear of the unexpected passing of Fire Commissioner, Don Ellis. A Kenmore resident for over 50 years, Don originally joined the Northshore Fire Department Board of Commissioners in 1988 and served through 2011. He returned to the Board in January of 2016, when he was re-elected to a six-year term that ran through this year. He will be missed.

On June 24, 2021 Northshore Fire Department was saddened by the passing of another Fire Commissioner, Rick Verlinda. A Kenmore resident for over 20 years. In 2017, Commissioner Verlinda was elected to the Board of Commissioners for Northshore Fire. He brought with him an extensive career with the Seattle Fire Department, where he worked for over 30 years serving in many positions, including Battalion Chief. He will be missed.

YEARS OF SERVICE

5 Years



Acting Lieutenant Travis Ross



Firefighter Brandon Kuykendall



Firefighter Lauren Peterson



Finance Specialist Dawn Killion

15 Years



Lieutenant Jeremey Jamerson

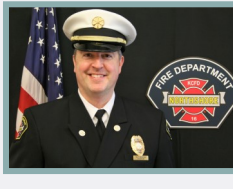


Firefighter Joe Heilman

25 Years



Battalion Chief Mike Morris

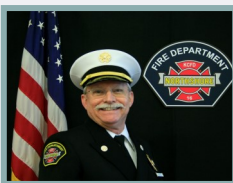


Battalion Chief Matt Hochstein



Lieutenant Tim Schwartz

40 Years



Battalion Chief Doug Knight



STAFF RECOGNITION

AWARDS

Congratulations to the following individuals who were recognized by the majority of their peers for their distinguished performance in 2021 and received the following annual awards:

LIEUTENANT STEVE LOUTSIS — Recipient of 2021's **Fire Department Mentoring Award**.

This is awarded to the member who is chosen by his/her peers for being a mentor to other members and exhibiting leadership at any rank.

ACTING LIEUTENANT TRAVIS ROSS — Recipient of 2021's **Fire Service Excellence Award**.

The Fire Service Excellence Award is given to the firefighter or fire officer who is chosen by his/her peers for exhibiting consistent execution of assigned duties where said duties have been carried out in an outstanding, superior manner.

FIREFIGHTER MATT LANGBEHN — Recipient of 2021's **EMS Excellence Award**.

The EMS Excellence Award is awarded to the Emergency Medical Technician chosen by his/her peers for exhibiting compassion, professionalism, and dedication to the emergency medical service.



FF Langbehn, A-LT Ross, LT Loutsis

PROMOTIONS

Tim Schwartz was promoted to Lieutenant. Congratulations!



NEW HIRES

Amy Oakley,
Board Secretary



Chris O'Dougherty,
Firefighter/EMT



RETIREMENTS

Battalion Chief Mitch Sauer

After over 29 years of dedicated service, Northshore Fire celebrated the retirement of Battalion Chief Mitch Sauer in January of 2021. Mitch promoted through the ranks from Firefighter, Lieutenant, Training Captain, and Battalion Chief.



Firefighter Tim Osgood

After over 34 years of exceptional service, Northshore Fire celebrated the retirement of Firefighter Tim Osgood in April of 2021. Tim started as a volunteer in Kenmore.



Lieutenant Pete Van Dusen

After over 37 years of exceptional service, Northshore Fire celebrated the retirement of Lieutenant Pete Van Dusen in June of 2021. Pete started in 1982, as a volunteer for Kenmore.





1:14

**Average First Apparatus
Turnout Time**

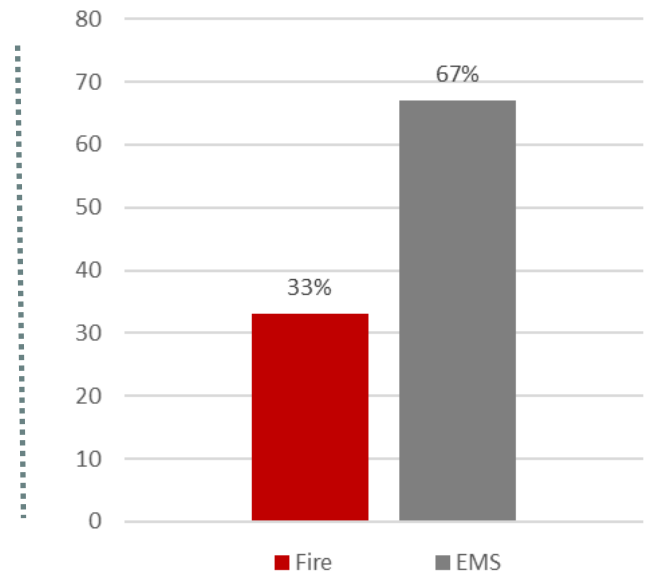
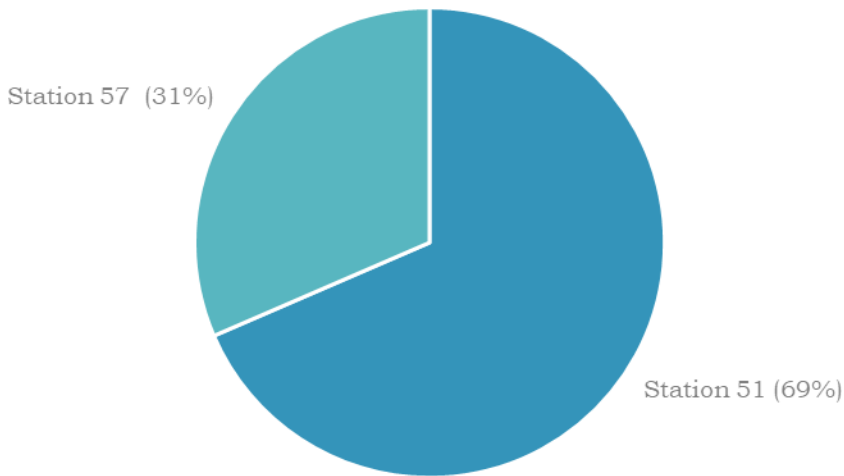
5:29

**Average First Apparatus
Response Time**

EMERGENCY RESPONSE

Both of our stations are staffed 24 hours a day,
365 days a year, to provide fast response.

Response By Station



2,486 total medical
emergency responses



71 Total Fire
Responses, 39 of those
being Structure Fires



589 Out of
District Responses



86 Motor Vehicle
Collisions

3725
Total Responses
in 2021

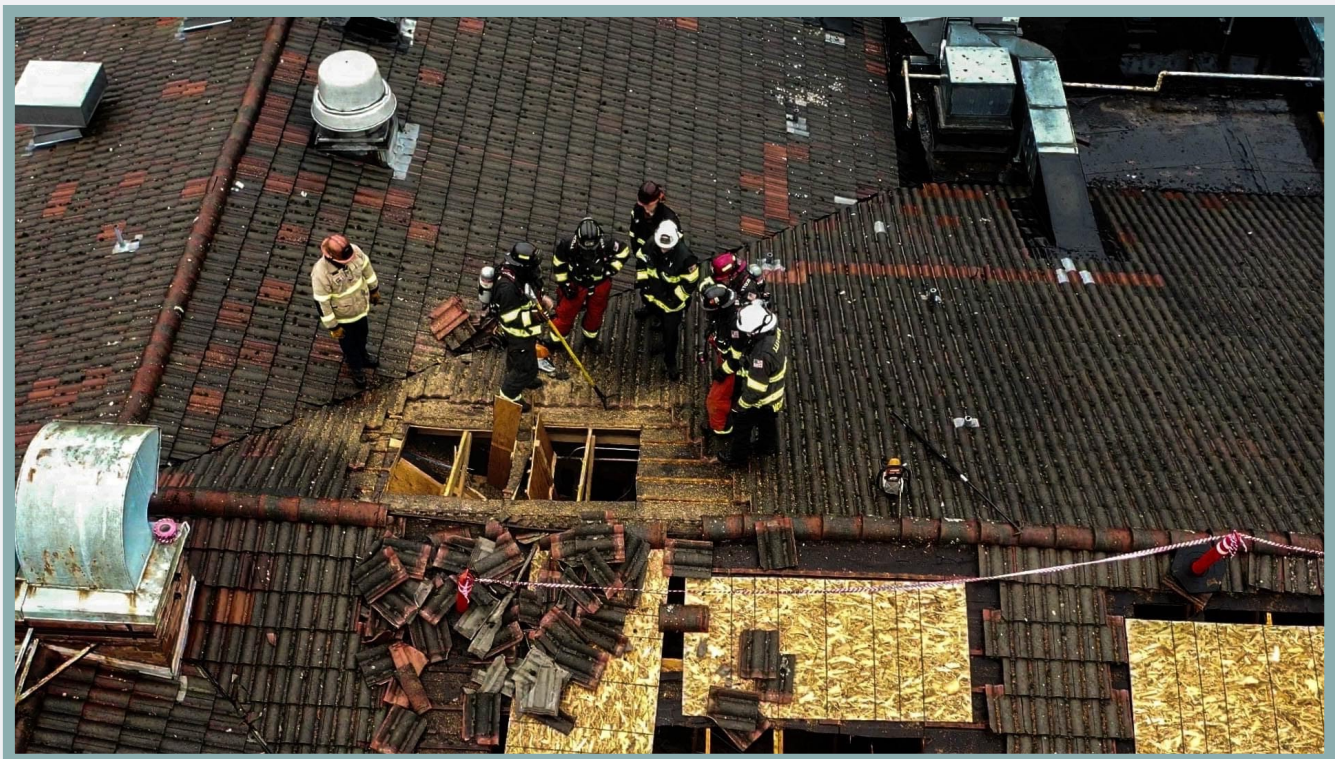
TRAINING DIVISION

In 2020 the Training Division for the Northshore Fire Department partnered with a regional Training Consortium called the North King County Training Consortium (NKCTC). NKCTC partners consist of Battalion 3 of Eastside Fire and Rescue (formerly Woodinville Fire and Life Safety), Bothell Fire Department, Northshore Fire Department, and Shoreline Fire Department. Our training is delivered to the day staff firefighters, administrations of each agency, as well as the 267 line firefighters. During 2021, the 40 firefighters of the Northshore Fire Department recorded 5,439 hours of training. This training included: Emergency Medical Services, Fire Prevention, Firefighter Survival, Hazardous Materials, Health and Wellness, Automobile Extrication, Fire Suppression, Emergency Vehicle Operator, Leadership Training, and Technical Rescue.



NKCTC hosted its first internal Fire Academy to serve the partnering agencies that also included Kirkland Fire Department's participation with their recruit firefighters. The academy is a 20 week process that teaches recruit firefighters the basic fundamentals of firefighting, followed by Emergency Medical Technician school. Upon completion of the Fire Academy, recruit firefighters are awarded the title of "Probationary Firefighter" as they return to their home agency and begin their 12 month probationary process which includes a series of academic and practical education followed by evaluations to monitor their progress. There are two more academies scheduled in 2022.

In 2021 NKCTC had 14 structures donated to fire department training which allowed the Training Officer's the opportunity to provide training to 267 firefighters at these "acquired" structures. These are buildings (both commercial and residential) that are intended to be demolished and property owners allow the fire department to do destructive training. During our destructive training we simulate scenarios that incorporate all the skills and tasks that firefighters are expected to be proficient at, such as; rescuing victims from a home that is on fire, searching a smoke filled structure for unaccounted victims, cutting ventilation holes in roofs of buildings. At times it is not possible to exit a structure the same way you entered so firefighters have to cut new exits in the side of a building for interior crews to exit the structure, identify building construction and what affect that may have to a fire.



FIRE PREVENTION & PUBLIC EDUCATION

The Fire Prevention Division faced some unique challenges in 2021. We, like everyone else, had to ride the ever changing Covid restriction roller coaster. While our fire stations remained closed to the public for classes, special events, station tours and bike helmet fittings, we continued to focus on ensuring public safety as best we could. We accomplished this by conducting annual fire inspections at all of the businesses in Kenmore and Lake Forest Park, field inspections for new construction and posting fire safety messages on social media.

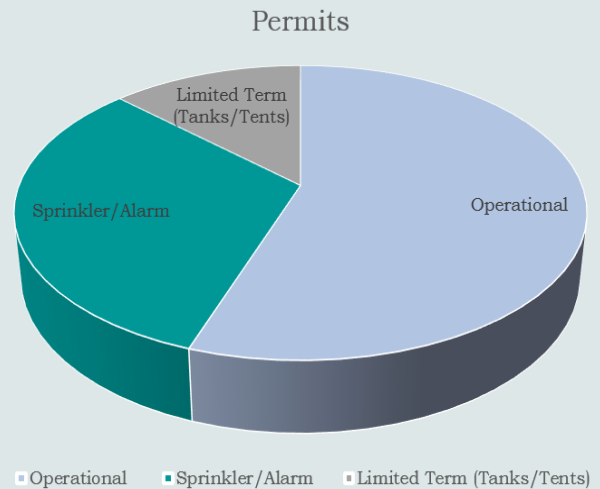
Number of Inspections:

(Many inspections could not be completed due to closures or unable to access due to restrictions.)

Station	Assigned	Completed
51	202	190
57	100	94
Fire Prevention (Business Inspections)	128	120
Fire Prevention Field Inspections (Residential & Commercial Sprinkler/Alarm/Hood System/Tents/Food Trucks)		127

Permits:

Operational	120
Sprinkler/Alarm	69
Limited Term (Tanks/Tents)	28



Development Reviews:

Kenmore	95
Lake Forest Park	17



In 2021, we implemented a new tracking system for all fire and life safety systems in Kenmore and Lake Forest Park. The Compliance Engine (TCE) is a useful tool to quickly identify fire sprinkler, fire alarm and cooking suppression systems that have deficiencies. This is just another tool that our Fire Prevention Division uses to educate and improve safety measures in our response area.



Northshore Fire Department teamed up with the Shoreline Fire Department to provide Covid vaccinations to our most at risk community members. We visited local Adult Family Homes, went several schools and hosted pop-up clinics in an effort to get as many citizens in Kenmore and Lake Forest Park vaccinated.



HIGHLIGHTED INCIDENTS

On April 25th, Kenmore Officers assisted Northshore Fire Department with a downed power line that fell on an unoccupied vehicle in the 8400 block of NE 169 Street, sparking a fire. This is a reminder of the danger of downed power lines.



On June 28th, the Northshore Fire Department was dispatched to a structure fire in the 18700 Block of 68 Avenue NE. Two adults and 2 cats were able to safely self-evacuate their residence without injury. The fire was contained to a single unit. Northshore Fire Department was assisted by Shoreline, Bothell, Woodinville, Kirkland, Redmond, Seattle, Bellevue and South County Fire.



In July, Northshore Fire responded to a house fire in Kenmore that started from a vape pen that was in a purse and either overheated or was turned on accidentally. Vape Pens/Electronic Cigarettes cause fires and injuries each year in the US. 62% of the incidents of explosion and fire involving an electronic cigarette or it's battery occurred when the device was either in a pocket/purse or actively in use.

On November 21st, Northshore Firefighters responded to a house fire in Lake Forest Park. Although the homeowners were not in the house when the fire began, smoke alarms had activated and they were an early alert to the danger inside. Two slightly traumatized cats were retrieved by fire personnel and are doing well. Northshore was supported by Shoreline and Bothell Fire Departments. The cause of the fire was determined to be faulty electrical.



FINANCIAL

Northshore Fire Department is committed to the efficient and effective use of the tax dollars we receive. The District receives the majority of its revenue through property taxes and a fire benefit charge assessment. The property tax is based on a property's value and the benefit charge is based on the square footage of the property's structures. In 2021, the combined aggregate effective tax rate that citizens paid to the District for fire and emergency medical services was \$1.15 per thousand of their property's assessed value. Voter approved fire station bond payments add an additional \$0.15 per thousand of assessed value.

The District maintains a Reserve Fund for other liabilities such as major facility repairs and upgrades, vehicle/apparatus/equipment replacement, post-employment benefit costs and emergency funds for use in the case of financial and/or natural and man-made disasters.

Revenues	2021 (Unaudited)
Revenue - Property Tax, Benefit Charge, EMS Levy	\$10,548,788.43
Services/Use Fees/Taxes	\$57,111.22
Reimbursements	\$231,437.08
Miscellaneous - CPR Classes, Helmet Program, Surplus Items, etc.	\$32,534.68
King County Fees, Interest	\$33,540.88
	\$10,903,412.29

General Fund - Budget/Expenditures	2021 (Unaudited)
Appropriated Amount	\$10,492,279.00
Actual Expenditures	\$10,772,055.00
Reserve Fund - Budget/Expenditures	2021 (Unaudited)
Appropriated Amount	\$730,500.00
Actual Expenditures	\$737,284.00

EVENTS IN 2021



Pump Academy



Swim Techs with their New Gear



New Engines Put Into Service



CERT
Classes





Inglemoor High Graduation



National Night Out



Kenmore Air Harbor - 100 Years



Polar Plunge



Birthday Cake Delivery



Thank you to Norcom!



*Follow Northshore Fire Department
for Information and Updates*



www.northshorefire.com

