



## KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181<sup>st</sup> Street  
KENMORE, WA 98028

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

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### MINUTES

May 17, 2022

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

#### **I. OPEN REGULAR NORTHSHORE MEETING**

##### **1.1 Roll Call**

Chair Josh Pratt called the meeting to order at 5:01 PM.

Persons in attendance were Commissioners Josh Pratt, Tyler Byers, Rick Webster and Lisa Wollum. Also present was Chief Mike Morris, Chief Matt Cowan, Legal Counsel Matt Paxton, Board Secretary Amy Oakley, and 12 members of the public. Commissioner Eric Adman was absent.

#### **II. PROMOTIONAL CEREMONY**

- 2.1 Chief Morris provided kind remarks and congratulated BC Burrow, BC Hansson, LT Ross, LT Heilman on their promotions. Families were present to celebrate and to formally pin promotional badges.

#### **III. PUBLIC COMMENT**

- 3.1 No public Comment.

#### **IV. APPROVAL OF THE AGENDA**

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

#### **V. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS**

- 5.1 Conversation with IAFF, Local 1760
- No comment.
- 5.2 Update Contract for Services with Shoreline Fire Department
- Chief Cowan updated the Board on progress made in anticipation of the June 1<sup>st</sup> transition date including the creation of an integrated budget, and updates to staffing & schedules handbook.
  - Chief Cowan and Commissioner Webster are meeting next week to address the Northshore Board administrative budget and activities.
  - Chief Morris updated the Board on the status of staffing and integration of services.

- NORCOM is upgrading their systems, and will merge incident and run cards into a single entity on August 1, 2022. This will not affect operations or response time.
- Chief Cowan discussed Shoreline's process for Rating from 3 to 2, which will benefit commercial properties insurance within the District.
- 5.3 KCFD16 Insurance Discussion
  - Commissioner Webster reviewed the insurance documents provided by Chief Morris.
  - Chief Morris will proceed with the Insurance coverage proposal.
- 5.4 Security Camera Presentation
  - Zeb Middleton of NORCOM, updated the Board on the proposal for improvements to security cameras at Station 51 and Station 57.
  - The purchase order for door upgrades has been placed. Awaiting shipment of component parts. Additionally, 1 of the 5 purchased servers has been received.
- 5.5 Subcommittee on Administrative Tasks Not Covered Under Contract for Services
  - Commissioner Webster and Commissioner Adman will present the Board with an administrative budget at the next meeting.
- 5.6 2021 Annual Report

***Commissioner Webster moved to adopt the 2021 Annual Report for publication as presented. Commissioner Byers seconded. The motion passed unanimously. The approved report will be posted on the Northshore website.***

## **VI. BOARD RESOLUTIONS**

- 6.1 None

## **VII. CONSENT AGENDA**

- 7.1 Vouchers
  - The General Fund Vouchers totaled \$ 91,740.49
- 7.2 Commissioner Compensation
- 7.3 Meeting Minutes: 4/18, 4/19, 4/25, 4/28, 5/3

***Commissioner Byers 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 the Board on lateral firefighter hiring process. Four offers have been made. Shoreline looking to hire 8-12 recruits for the Fall Academy.
  - Chief Cowan and the Board discussed expectations for the Chief's report going forward. The Board will provide feedback at the next meeting.
- 8.2 Commissioner Reports
  - None.
- 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 June 7<sup>th</sup> agenda will include, update from the subcommittee of administrative activities not cover under the ILA, and feedback on Chief's Report expectations.

## **X. EXECUTIVE SESSION**

The Board moved into Executive Session at 5:45PM until 6:00PM 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 to discuss the performance of a public employee pursuant to RCW 42.30.110(1)(g). The Board moved back into open session at 6:10PM.

## **ADJOURNMENT**

The meeting adjourned at 6:12PM

## **NEXT MEETING DATE**

The next regular Board of Commissioners meeting is scheduled for June 7, 2022, at 5:00PM.

Attachments: Agenda, 2021 Annual Report, Vouchers, Commissioner Compensation, Meeting Minutes: 4/18, 4/19, 4/25, 4/28, 5/3, and Chiefs Report.

## **BOARD OF COMMISSIONERS**



**ERIC ADMAN**, Member



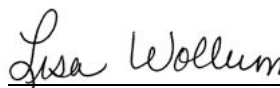
**JOSH PRATT**, Member



**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 June 7th, 2022





## **Northshore Fire Department Board of Commissioners**

Headquarters Station 7220 NE 181<sup>st</sup> Street, Kenmore, WA

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### **Northshore Fire Department Board of Commissioners**

#### **Regular Meeting Agenda**

Tuesday, May 17, 2022

5:00PM

Meeting held virtually, via Zoom, and in-person at: Station #51, 7220 NE 181st Street, Kenmore, WA 98028

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=dW1uWDFpNldlPZ1dSSU1ZYy9LSXVQQT09>

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. Promotional Ceremony**

2.1 BC Burrow, BC Hansson, LT Ross, LT Heilman

#### **III. Public Comment**

3.1 Public Comment

#### **IV. Approval of Agenda**

4.1 Approval of the Meeting Agenda

#### **V. Board Discussion and Possible Action Items**

5.1 Conversation with IAFF, Local 1760

5.2 Update Contract for Services with Shoreline Fire Department

5.3 KCFD16 Insurance Discussion

5.4 Security Camera Presentation



5.5 Subcommittee on Administrative Tasks Not Covered Under Contract for Services

5.6 2021 Annual Report

**VI. Board Resolutions**

None

**VII. Consent Agenda**

7.1 Vouchers

7.2 Commissioner Compensation

7.3 Meeting Minutes: 4/18, 4/19, 4/25, 4/28, 5/3

**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)

**X. 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).

**Adjournment**

Next Regular Meeting: Tuesday, June 7<sup>th</sup>, 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](mailto: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](mailto:boardsecretary@northshorefire.com).



# **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](http://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".

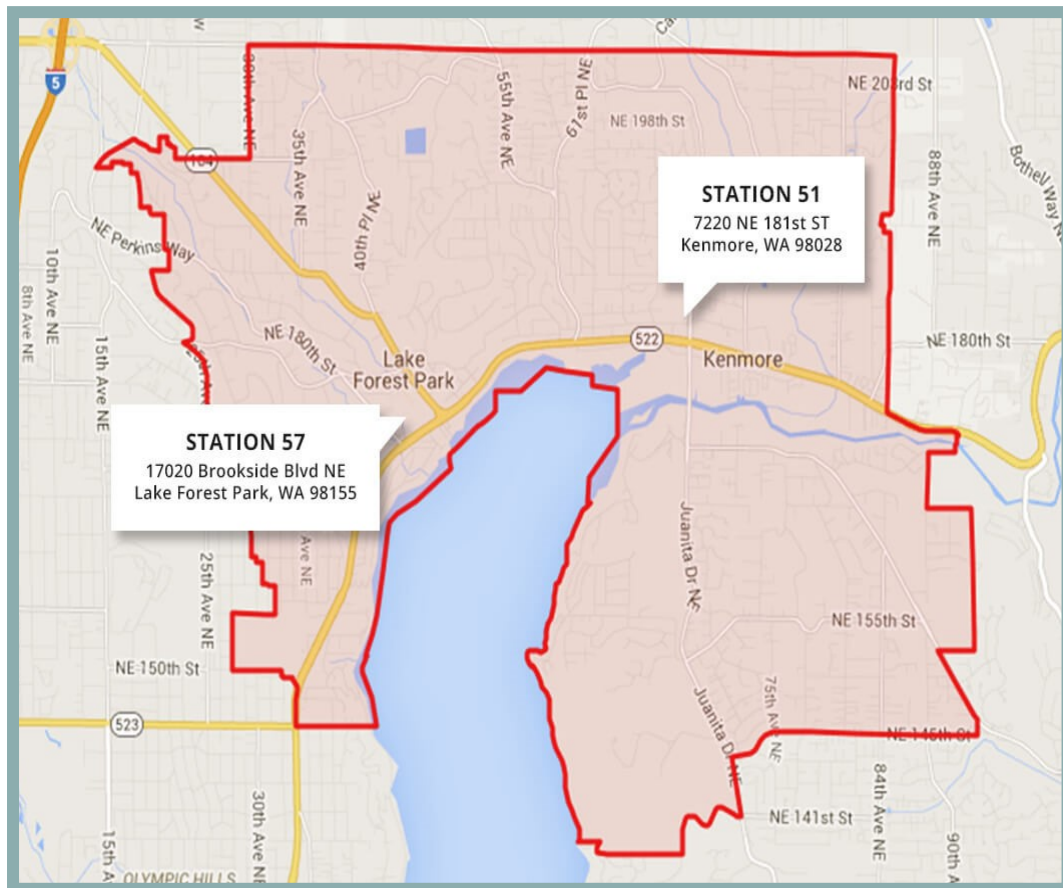
Mike Morris



## 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.



## KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181<sup>st</sup> Street  
KENMORE, WA 98028

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

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DATE: May 13, 2022

TO: Board of Fire Commissioners

FR: Interim Fire Chief

RE: Chief's Report for 5/17/2022 meeting

### **Personnel, Operations, Facilities and Fleet, Community**

#### **Personnel**

1. Two personnel on long-term sick leave due to injuries.
2. Recruit firefighters completed FF2 and IFSAC testing. EMT class begins 5/16/22.

#### **Operations**

1. Administrative staff:
  - a. Job descriptions are being finalized for Booth, Kunkel, and Walsh.
2. Insurance quote action requested now that Contract for Service approved.
3. Fleet services discussion with NUD and Shoreline Fire staff scheduled for 5/18/22.
4. Lateral FF hiring interviews were completed with four job offers accepted, pending background, medical, and psychological evaluations.

#### **Facilities and Fleet**

1. Zeb Middleton received quotes for station camera systems. Will provide update at BOC meeting.
2. Turf install was completed at Station 57.
3. Walk through of Station 51 completed with DC Taylor and lead facilities specialist.
4. Planning meetings were held to discuss B151 command vehicle, training truck, and U151 replacement.

#### **Community**

1. Multiple public information requests have been made and assigned to Dawn Killion and legal.



## **TRAINING UPDATE**

1. NKCTC Chief's meeting held on 5/12/22. We are beginning to work on a succession plan for 2023.

## **FIRE PREVENTION**

No further updates.

## **COVID-19 UPDATE** **5/13/2022**

1. King County – 410,320 total cases, 11,727 hospitalizations and 2,772 fatalities. 7297 new cases in the last 7 days, showing a 8% **increase**, 10 daily average hospitalizations, showing a 13% **decrease**, and 2 average daily fatalities, a 133% **increase** over the last 14 days.
2. Kenmore – 3,471 total cases, 97 hospitalizations and 23 fatalities. Kenmore has experienced 76 new cases in the previous 7 days equating to an 29% **increase**, 1 new hospitalization and 0 fatalities.
3. LFP – 1,819 total cases, 34 hospitalizations and 6 fatalities. LFP has experienced 43 new cases in the previous 7 days equating to a 2% **increase**, 0 new hospitalization and no fatalities.
4. King County residents:

a. Started Primary Series:	93.5%
b. Completed Primary Series:	85.8%
c. Primary Series + Booster:	51.9%
5. Community Risk Level: Medium

**Northshore Fire Department** has zero Firefighters in quarantine.

## **FUTURE DIRECTION FROM THE BOARD:**

1. Expectations on the content of a combined report from Chief Cowan.
2. Financial report quarterly or as needed?

## Response Standards

May 1 - 12

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 1:40	A shift 1:40	5:31	7:52
B shift 2:15	B shift 2:07		
C shift 1:52	C shift 1:57		
D shift 1:50	D shift 1:28		

Call Types	Number of Calls
Rescue/Vehicle fire	0
Structure Fire	1
Natural Vegetation	1
EMS	82
Odor/Smoke/Steam problem	2
Electrical wiring	2
Flammable Liquid spill	1
Public Service	7
Dispatched and cancelled	10
Water problem	2
False alarm/system malfunction	4
Other	3
Total calls	<b>115</b>

### Auto Aid IN to Assist NSFD (All Call Types)

Kirkland	0	
Bothell	2	
Shoreline	6	

### Auto Aid OUT of District (All Call Types)

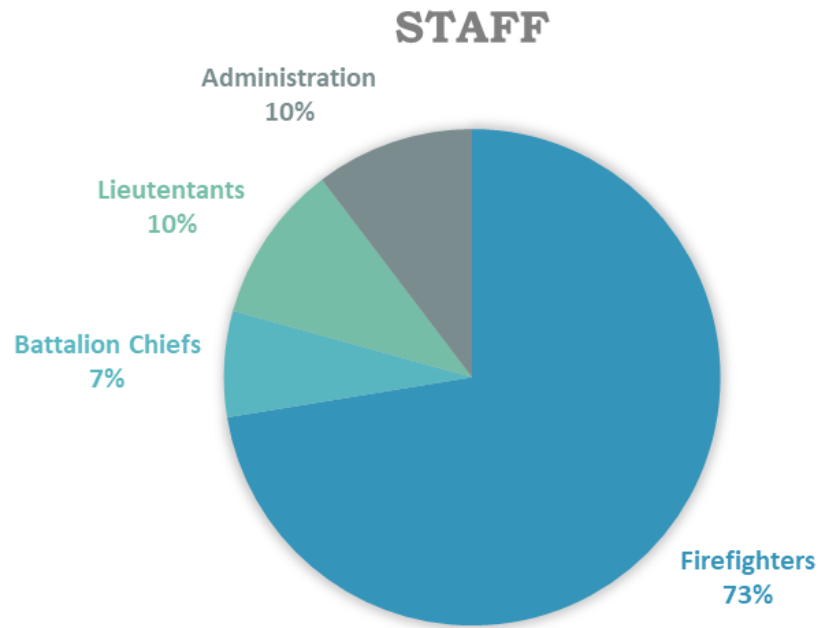
Kirkland	1	
Bothell	12	
Shoreline	7	

Minimum On-Duty Staffing:

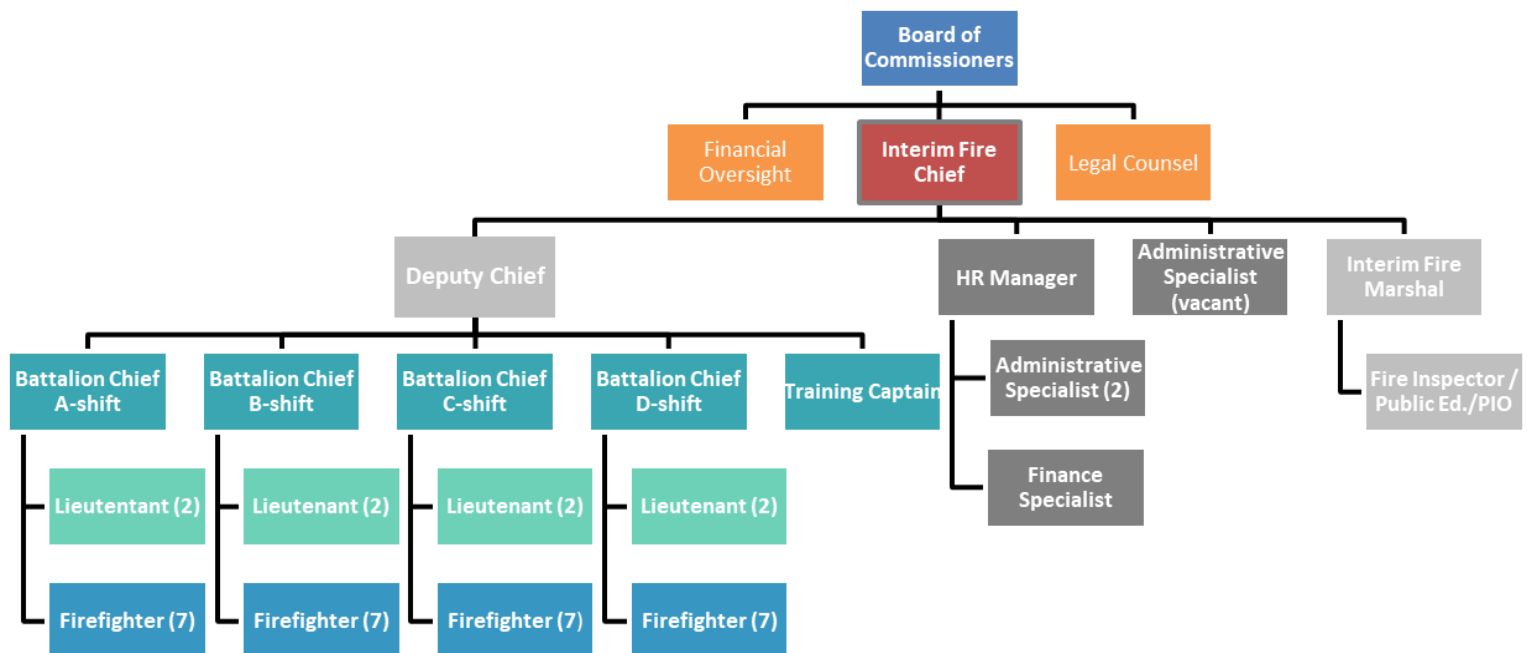
9

2021 Total Staff:

47



## ORGANIZATIONAL STRUCTURE



# 2021 BOARD OF COMMISSIONERS



**Rick Webster** - Chair



**Josh Pratt** - Vice



**Dave Maehren**



**Eric Adman**

August 10th  
forward



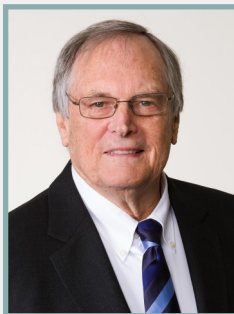
**Curtis Milton**

August 10th—  
November 22nd



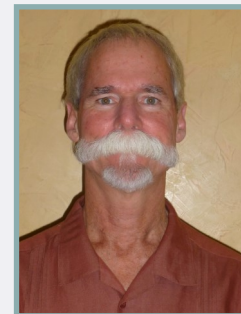
**Tyler Byers**

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**

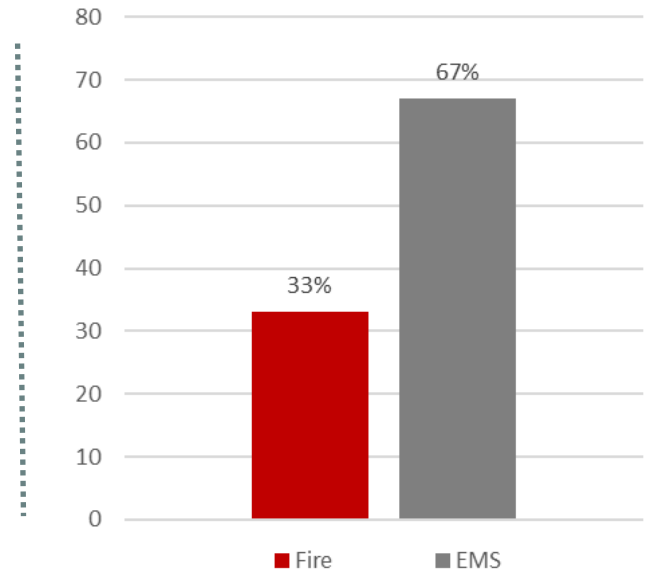
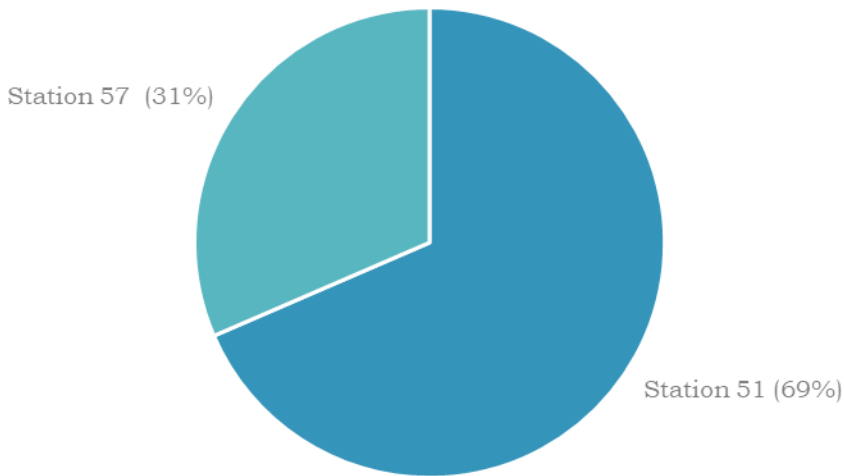
**Average First Apparatus  
Response Time**



# 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

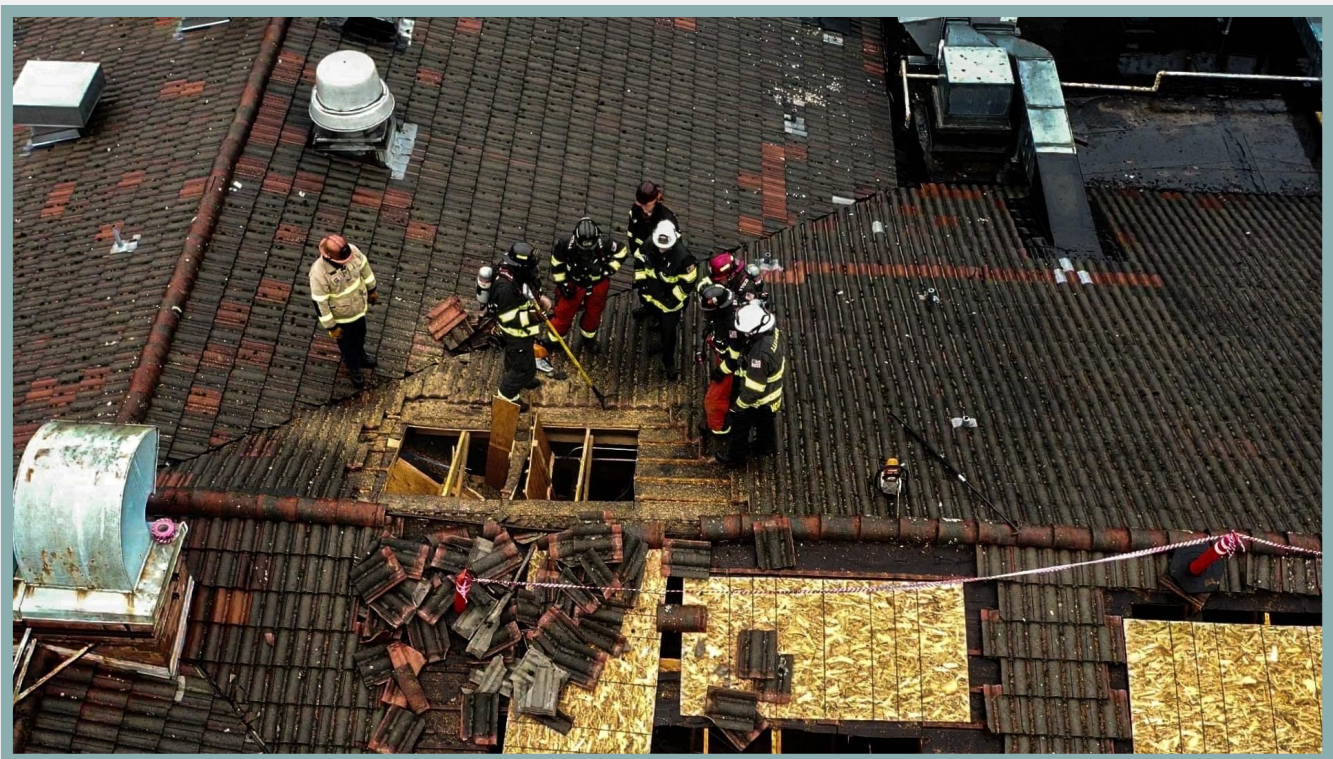
In 2020 the Training Division for the Northshore Fire Department partnered with a regional Training Consortium called the North King County Training Consortium (NKCTC). NKCTC partners consist of Battalion 3 of Eastside Fire and Rescue (formerly Woodinville Fire and Life Safety), Bothell Fire Department, 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.

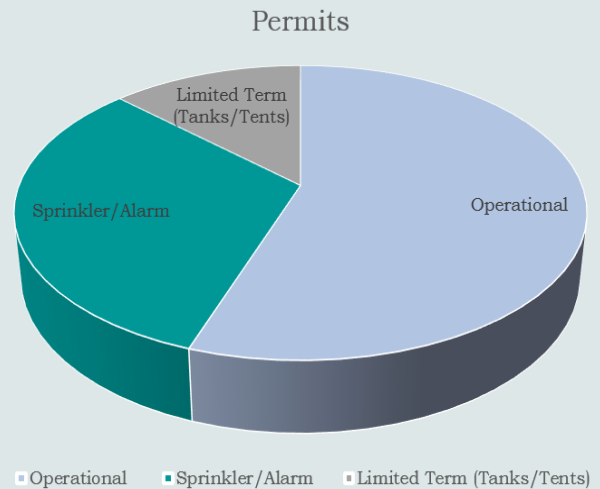
## Number of Inspections:

*(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](http://www.northshorefire.com)*





# WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 12:55:39 Date: 05/17/2022

05/25/2022 To: 05/25/2022

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
829	05/25/2022	Claims	1	0	AQUA CLUB INC	420.00	Pool Rental
831	05/25/2022	Claims	1	0	CENTURY LINK	64.56	Phones - St 57
842	05/25/2022	Claims	1	0	CHRISTOPHER L HOFFMAN	250.00	Reimbursement - Echelon Front - Roll Call Seattle Registration
834	05/25/2022	Claims	1	0	DIMARTINO ASSOCIATES	2,649.58	May 2022 Employee LTD Premiums
835	05/25/2022	Claims	1	0	EASTSIDE PUBLIC SAFETY COMM. AGENCY	489.44	May 2022 Maintenance Agreement
836	05/25/2022	Claims	1	0	EASTSIDE PUBLIC SAFETY COMM. AGENCY	1,061.55	May 2022 Radio Access Fees
837	05/25/2022	Claims	1	0	ECMS ENSEMBLE CARE MAINTENANCE SERVICE	167.48	Colletti Bunker Gear Repairs
839	05/25/2022	Claims	1	0	FIRECOM	5,204.26	Portable Wireless System
840	05/25/2022	Claims	1	0	GALLS, LLC - DBA BLUMENTHAL UNIFORM	55.16	Recruit Bunker Gear
843	05/25/2022	Claims	1	0	IAFF HEALTH & WELLNESS TRUST	2,137.23	COBRA - May 2022 - S. Moore per agreement
861	05/25/2022	Claims	1	0	JAYDEN P PETRO	250.00	Reimbursement - Echelon Front - Roll Call Seattle Registration
868	05/25/2022	Claims	1	0	JEREMY A TAIWO	305.62	Reimbursement - Echelon Front - Roll Call Seattle Registration; Reimbursment - Boater Education Course
841	05/25/2022	Claims	1	0	KARL-ANDERS A HANSSON	250.00	Reimbursement - Echelon Front - Roll Call Seattle Registration
830	05/25/2022	Claims	1	0	KEVIN BRACKETT	250.00	Reimbursement - Echelon Front - Roll Call Seattle Registration
844	05/25/2022	Claims	1	0	KING COUNTY FINANCE	1,867.00	April 2022 - I-Net
845	05/25/2022	Claims	1	0	KING COUNTY FINANCE	1,141.11	2021 General Election Voters Pamphlet
846	05/25/2022	Claims	1	0	KROESEN'S, INC.	208.03	Jamerson Class Bs
847	05/25/2022	Claims	1	0	KROESEN'S, INC.	511.03	Peterson Class Bs
848	05/25/2022	Claims	1	0	KROESEN'S, INC.	104.54	Ford - Uniform Updates
849	05/25/2022	Claims	1	0	KROESEN'S, INC.	82.56	Heilman Uniform Updates
850	05/25/2022	Claims	1	0	KROESEN'S, INC.	91.92	Ross Uniform Updates
851	05/25/2022	Claims	1	0	L. N. CURTIS & SONS	227.36	BC & Captain Helmet Shields
852	05/25/2022	Claims	1	0	L. N. CURTIS & SONS	404.02	Helmet
853	05/25/2022	Claims	1	0	LIFE ASSIST	1,192.94	EMS Supplies; Credit on INV1191708; Credit on Inv #993057; Credit on Inv#1066727
854	05/25/2022	Claims	1	0	LINDE GAS & EQUIPMENT INC.	36.61	Oxygen
871	05/25/2022	Claims	1	0	LYDON S WILKINSON	250.00	Reimbursement - Echelon Front - Roll Call Seattle Registration
855	05/25/2022	Claims	1	0	MUNICIPAL EMERGENCY SERVICES	29,144.27	Ballistic Vests
856	05/25/2022	Claims	1	0	MUNICIPAL EMERGENCY SERVICES	3,130.08	SCBA Flow Tests
857	05/25/2022	Claims	1	0	NATURAL CONCEPT LANDSCAPE	515.63	Landscaping - St 51
858	05/25/2022	Claims	1	0	NORCOM	5,672.74	April 2022 - IT Services
859	05/25/2022	Claims	1	0	NORTHSHORE UTILITY DISTRICT (NUD)	11,375.63	April 2022 - Fuel & Maintenance
860	05/25/2022	Claims	1	0	PACIFIC OFFICE AUTOMATION	38.28	Copier - Meter Reading
862	05/25/2022	Claims	1	0	PLYWOOD SUPPLY	236.72	Lumber for St 57
863	05/25/2022	Claims	1	0	PUGET SOUND REGIONAL FIRE AUTHORITY	9,950.00	Tech Rescue Academy
864	05/25/2022	Claims	1	0	REPUBLIC SERVICES #172	430.36	Garbage / Recycle Pickup - St 51
865	05/25/2022	Claims	1	0	REPUBLIC SERVICES #172	161.87	Garbage Pickup - St 57

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
832	05/25/2022	Claims	1	0	RICKI L CREGER-ZIER	250.00	Reimbursement - Echelon Front - Roll Call Seattle Registration
833	05/25/2022	Claims	1	0	RYAN S DAVIS	250.00	Reimbursement - Echelon Front - Roll Call Seattle Registration
867	05/25/2022	Claims	1	0	SYNTHETIC TURF NORTHWEST	8,873.15	Remainder Due - Landscaping Turf - St 57
866	05/25/2022	Claims	1	0	TIMOTHY L SCHWARTZ	250.00	Reimbursement - Echelon Front - Roll Call Seattle Registration
869	05/25/2022	Claims	1	0	VERIZON BUSINESS	718.32	Phones - VOIP - St 51
870	05/25/2022	Claims	1	0	VERIZON WIRELESS	1,071.44	Smart Phones
001 General Fund 10-016-0010						91,740.49	
						<u>91,740.49</u>	Claims:
						91,740.49	91,740.49

Northshore Fire Department  
Fire Commissioner Request for Compensation

[illegible]

*I certify by signing this request for compensation that I have acted on behalf of the Northshore Fire Department in the fulfillment of my duties as an elected Fire Commissioner and that this request for compensation is in compliance with the Northshore Fire Department policy and State Law.*

Eric Adman

Signature

Date \_\_\_\_\_

Northshore Fire Department  
Fire Commissioner Request for Compensation

[illegible]

*I certify by signing this request for compensation that I have acted on behalf of the Northshore Fire Department in the fulfillment of my duties as an elected Fire Commissioner and that this request for compensation is in compliance with the Northshore Fire Department policy and State Law.*

Tyler Byers

Signature

Date \_\_\_\_\_

[illegible]

Signature Lisa Wollem

1630-A1 Commissioner Compensation Request Form

[illegible]

Lisa Wollem  
Signature

1630-A1 Commissioner Compensation Request Form





## KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181<sup>st</sup> Street  
KENMORE, WA 98028

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

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### MINUTES

April 18, 2022

### **SPECIAL 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 9:00 AM.

Persons in attendance were Commissioners Eric Adman, Josh Pratt, Tyler Byers, Rick Webster and Lisa Wollum. Also present was Board Secretary Amy Oakley, and 1 member of the public.

#### **II. PUBLIC COMMENT**

##### **2.1 No public comments.**

#### **III. APPROVAL OF THE AGENDA**

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

#### **IV. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS**

##### **4.1 Robert's Rules of Order Training**

- The Board participated in Parliamentary Procedures (Robert's Rule of Order) Training with Jurassic Parliament trainer, Ann Macfarlane.

#### **V. UPCOMING BOARD AGENDAS**

##### **5.1 Setting of Future Meeting Agenda(s)**

In addition to the standard items, the April 19<sup>th</sup> agenda will include Contract for Services Negotiation Team Update, Insurance Quote Discussion, and Discussion of Return to In-person meetings.

#### **ADJOURNMENT**

The meeting adjourned at 11:50AM

#### **NEXT MEETING DATE**

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

Attachments: Agenda, Public Notice

**BOARD OF COMMISSIONERS**

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**ERIC ADMAN**, Member

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**JOSH PRATT**, Member

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**TYLER BYERS**, Member

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**RICK WEBSTER**, Member

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**LISA WOLLUM**, Member

**ATTEST**

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**Amy Oakley**, Secretary

King County Fire Protection District No. 16

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



## KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181<sup>st</sup> Street  
KENMORE, WA 98028

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

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### 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

- o No comments

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

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

5.3 KCFD16 Insurance Quote Discussion

- o 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 3<sup>rd</sup> 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 15<sup>th</sup> 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 18<sup>th</sup> 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 3<sup>rd</sup> 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**

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**ERIC ADMAN**, Member

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**JOSH PRATT**, Member

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**TYLER BYERS**, Member

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**RICK WEBSTER**, Member

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**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 May 17th, 2022

DRAFT





## KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181<sup>st</sup> Street  
KENMORE, WA 98028

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

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### MINUTES

April 25, 2022

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

#### **I. OPEN SPECIAL 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 Chief Matt Cowan, Legal Counsel Matt Paxton, Board Secretary Amy Oakley, and 12 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 did not break into Executive Session.

#### **V. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS**

##### **5.1 Review Shoreline Fire Department Contract for Services Agreement**

- The Board discussed the negotiated Contract for Services.
- Board Secretary Oakley will post a copy of the Contract for Services to the website.
- The Board will have a joint special meeting with the Shoreline Fire Department on Thursday.

##### **5.2 Interim Fire Chief Separation Agreement**

*Commissioner Wollum moved to approve the separation agreement for Chief Morris. Commissioner Adman seconded. No discussion. The motion passed unanimously.*

#### **VI. UPCOMING BOARD AGENDAS**

##### **6.1 Setting of Future Meeting Agenda(s)**

Special Meeting on April 28th Joint Board meeting with Shoreline Fire Department Board of Commissioners to vote on the Contract for Services.

In addition to the standard items, the May 3<sup>rd</sup> agenda will include Promotional ceremony, training structure discussion, and discussion to create subcommittee to update Board meeting policies.

## **ADJOURNMENT**

The meeting adjourned at 6:10PM

## **NEXT MEETING DATE**

Special meeting on Thursday, April 28, 2022 at 5:00PM.

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

Attachments: Agenda, Final Draft ILA for Fire and EMS Services

## **BOARD OF COMMISSIONERS**

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**ERIC ADMAN**, Member

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**JOSH PRATT**, Member

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**TYLER BYERS**, Member

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**RICK WEBSTER**, Member

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**LISA WOLLUM**, Member

## **ATTEST**

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**Amy Oakley**, Secretary

King County Fire Protection District No. 16

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

DRAFT





## KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181<sup>st</sup> Street  
KENMORE, WA 98028

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

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### MINUTES

April 28, 2022

### **SPECIAL JOINT MEETING BOARD OF COMMISSIONERS**

**at Northshore Fire Department's Headquarters Station 51**

**Virtual Meeting via Zoom**

#### **I. OPEN SPECIAL JOINT NORTHSHORE MEETING**

##### **1.1 Roll Call**

Shoreline Fire Department BOC Chair Ken Callahan called the special joint meeting of the Shoreline and Northshore Board of Commissioners to order at 5:00 p.m.

Shoreline Fire Department persons in attendance were Commissioners Ken Callahan, David Harris, Kim Fischer, Rod Heivilin, Barb Sullivan. Also present was Chief Matt Cowan, and Deputy Chiefs Mark Foster and Steve Taylor.

Northshore Fire Department persons in attendance were Commissioners Eric Adman, Josh Pratt, Tyler Byers, Rick Webster and Lisa Wollum. Also present was Chief Mike Morris, Lake Forest Park City Council Member Phillippa Kassover, Legal Counsel Matt Paxton, Board Secretary Amy Oakley, and 6 members of the public.

#### **II. PLEDGE OF ALLEGIANCE**

#### **III. PUBLIC COMMENT**

3.1 The Board heard a public comment from Gabe DeBay and David Maehren.

#### **IV. CONSIDERATION OF AGENDA**

#### **V. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS**

5.1 Interlocal Agreement (ILA) between Shoreline and Northshore Fire Departments.

- Chief Cowan and Chief Morris provided brief comments on the ILA process.
- Commissioner Pratt thanked the citizens and City Councils of Lake Forest Park and Kenmore for their support. He also thanked Commissioners Webster and Byers and Legal Counsel Matt Paxton for their participation on the negotiation of the ILA. He also thanked Chief Morris, Chief Cowan and the Shoreline Fire Department Board of Commissioners.
- The Northshore Fire Department (NFD) and the Shoreline Fire Department (SFD) have actively pursued over many years the consideration of a merger, annexation, contract for service, and regional fire authority. In 2021, the NFD requested proposals for providing full administrative, support, and operational services under a contract, or Interlocal Agreement (ILA). Earlier this year, SFD was chosen to provide services and begin negotiations for the

preparing the ILA. The negotiations team tentatively agreed to the ILA language, which is now is ready for both Boards of Commissioners approval.

***Shoreline Fire Department (SFD Commissioner Heivilin moved, and Commissioner Fischer seconded, a motion to authorize the Fire Chief to enter into an Interlocal Agreement with the NFD to provide full administrative, support, and operational services in a form as presented to the Board for this meeting The motion passed; five ayes.***

- Northshore Fire Department Commissioners Wollum and Adman have remote interest and as a result, the NFD Commissioners took a roll call vote administered by the Northshore Board Secretary Amy Oakley.

***Northshore Fire Department Commissioner Pratt moved, and Commissioner Byers seconded, a motion to authorize the Fire Chief to enter into an Interlocal Agreement with the SFD to provide full administrative, support, and operational services in a form as presented to the Board for this meeting. The motioned passed unanimously by Roll Call vote from Commissioners Byers, Webster, Pratt, Adman, and Wollum.***

## **ADJOURNMENT**

The meeting adjourned at 5:16PM

## **NEXT MEETING DATE**

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

Attachments: Agenda, Public Comment David Maehren, Signed ILA for Fire and EMS Services

## **BOARD OF COMMISSIONERS**

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**ERIC ADMAN**, Member

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**JOSH PRATT**, Member

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**TYLER BYERS**, Member

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**RICK WEBSTER**, Member

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**LISA WOLLUM**, Member

**ATTEST**

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**Amy Oakley**, Secretary

King County Fire Protection District No. 16

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

DRAFT





## KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181<sup>st</sup> Street  
KENMORE, WA 98028

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

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### MINUTES

May 3, 2022

### **REGULAR MEETING BOARD OF COMMISSIONERS at Northshore Fire Department's Headquarters Station 51 and 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 Chief Mike Morris, Chief Matt Cowan, Legal Counsel Matt Paxton, Board Secretary Amy Oakley, and 10 members of the public.

#### **II. PUBLIC COMMENT**

##### **2.1 The Board heard a public comment from Stacy Valenzuela.**

#### **III. APPROVAL OF THE AGENDA**

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

#### **IV. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS**

##### **4.1 Conversation with IAFF, Local 2459**

- President, Doug Loeser, updated the Board that Local 2459 and Local 1716 have officially merged into Local 1716.

##### **4.2 Next Steps Contract for Services with Shoreline Fire Department**

- Chief Cowan updated the Board on meetings with the Local and Blending Committee in anticipation of June 1<sup>st</sup>.
- Chief Cowan will provide the draft policy documents to the Board related to integrated budget, NSFD staff job descriptions, and merging staff.
- The Board and Chief discussed the status of equipment, and training for staff.
- July 1<sup>st</sup> is the target date to implement a Peak Aid Car at Station 57.

##### **4.3 KCFD16 Insurance Discussion**

- Chief Morris updated the Board on the Umbrella Insurance Policy for the Board.
- The Board discussed viewing the Shoreline Insurance Policy for the Contract for Services.

- 4.4 Administrative Tasks Not Covered Under Contract for Services
  - Commissioner Webster and Commissioner Byers are on the subcommittee to review the administrative items not covered under the Contract for Services
- 4.5 Training Structure
  - Chief Morris updated the Board on the estimated costs for construction for a Training Structure. The budgeted amount of \$130K is insufficient and suggests holding these funds and addressing the Training Structure in the 2023 Budget.
- 4.6 Parliamentary Procedures Discussion (Policy 1410)
  - Commissioner Adman and Commissioner Wollum will form a subcommittee to review and update Policy 1410.

## **V. BOARD RESOLUTIONS**

- 5.1 None

## **VI. CONSENT AGENDA**

- 6.1 Vouchers
  - The General Fund Vouchers totaled \$ 219,770.52
  - The Reserve Fund Vouchers totaled \$ 7,743.05
- 6.2 Commissioner Compensation

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

## **VII. REPORTS**

- 7.1 Fire Chief Report
  - Chief Morris updated the Board on station security (door and gate) systems.
  - NORCOM's, Zeb Middleton, presented the Board with vendor quotes to replace and update doors systems to be consistent with Shoreline Fire Department.
  - The Board had previously authorized the Chief to update the door system.
- 7.2 Commissioner Reports
  - The Board Secretary will update the Contract for Services website with the signed ILA for Fire and EMS Services.
- 7.3 Legal Counsel Reports
  - The Governor has repealed Proclamation 2028 (Open Public Meetings), thus requiring public meetings to take place in-person.

## **VIII. UPCOMING BOARD AGENDAS**

- 8.1 Setting of Future Meeting Agenda(s)

In addition to the standard items, the May 17<sup>th</sup> agenda will include a promotional ceremony, update from the subcommittee of administrative activities not cover under the ILA, and approval of the 2021 Annual Report.

## **ADJOURNMENT**

The meeting adjourned at 5:31PM

## **NEXT MEETING DATE**

The next regular Board of Commissioners meeting is scheduled for May 17, 2022, at 5:00PM.

Attachments: Agenda, Insurance Quote, Vouchers, Commissioner Compensation, Chiefs Report, Station Door Quotes.

## **BOARD OF COMMISSIONERS**

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**ERIC ADMAN**, Member

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**JOSH PRATT**, Member

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**TYLER BYERS**, Member

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**RICK WEBSTER**, Member

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**LISA WOLLUM**, Member

## **ATTEST**

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**Amy Oakley**, Secretary

King County Fire Protection District No. 16

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