

NORTH HIGHLINE FIRE DISTRICT COMMISSIONERS' MEETING



MINUTES OF THE OCTOBER 23, 2023 REGULAR MEETING

A regular meeting of the Board of Commissioners of the North Highline Fire District (NHFD) was held in-person and remotely on October 23, 2023 pursuant to proper notice. In attendance, via virtual meeting software GoToMeeting, were Commissioners Liz Giba and Dominic Barrera. Attending in-person were Commissioner Julie Hiatt, Chief Mike Marrs, Chief Elect Jason Gay, Assistant Chief Ray Desmarais, and District Secretary Christina Parker.

Call to Order.

The meeting was called to order at 5:03 p.m. by Commissioner Giba.

Flag Salute.

Chief Marrs led the Pledge of Allegiance.

Agenda Approval.

Commissioner Hiatt moved to accept the meeting agenda as presented. Commissioner Barrera seconded. Motion carried (3-0).

Presentations / Announcements.

Presentation

- Assistant Chief Metz presented the Call Reports Summary, which included a shooting, residential fire, motor vehicle accidents, and stabbing.

Commissioner Hiatt asked about the increase in call volume at Station 19. Assistant Chief Metz explained that Station 19 responds to mutual aid calls in the

cities of SeaTac and Tukwila. Chief Marrs added that other factors also contribute to the increase in calls.

Commissioner Giba stated that it would be beneficial to have mutual aid calls tracked quarterly with a breakdown by day. Assistant Chief Desmarais will compile this information.

Public Comment.

- None

Correspondence.

- None

IAFF Local #1461

- None

Commissioners' Reports.

- Commissioner Giba encourages everyone to vote in the upcoming election.

Financial Reports.

The Board received copies of the **September 2023** Treasure's Report, and Accounts Payable Report.

Chief's Report.

Assistant Chief Metz reported on the following:

- Training / Testing – Our firefighters receive value added training at the South King County Fire Training Consortium.
- Recruit Academy – Our Recruit Academy 17 recruits are doing well and are scheduled to graduate in January, 2024. Our conditional job offers have been accepted by our newest recruits who are set to start Recruit Academy 18 in February, 2024.

Assistant Chief Desmarais reported on the following:

- Fire Prevention Month - We visited several schools, including schools in White Center, for Fire Prevention month. There have been several reports of trash can

fires in schools. The King County Fire Investigation Unit is working to determine if there is a connection between the fires.

Chief Marrs reported on the following:

- Personnel Update – All are invited to the Pinning Ceremony for our new Chief Elect Jason Gay at 5 p.m. on Tuesday, October 24, 2023 at Station 28.

Our new Finance Manager, Charles Chen, started today.

We are working on filling another HR Administrative position.

- Preliminary Levy Worksheet – Chief Elect Jason Gay discussed the Preliminary Levy Worksheet. There is a 7.6% reduction in assessed value (AV) for North Highline. There is also an increase in new construction, but it does not offset the reduction in AV. As a result, we are down approximately 11K in tax revenue.

Commissioner Giba asked when the levy reports are available. Chief Marrs explained that King County begins sending levy reports in October. The final worksheet may be distributed before the FBC Budget Public Hearing in November. We can use the preliminary numbers for budgeting as they do not fluctuate much from the final numbers. We generally ask for a higher amount and the county adjusts it down to the authorized amount.

- Station 18 Improvements – Construction is set to begin on November 9, 2023 with a projected completion date in April, 2024.
- Aid Car Update – The aid car has been received and the invoice is included in this month's voucher packet.

Consent Agenda Approval.

Commissioner Hiatt moved to approve the Consent Agenda as presented with one change to move item 12.0 New Business to 11.0 Unfinished Business for the discussion on the strategic plan. Commissioner Barrera seconded. Motion carried (3-0).

Meeting Minutes.

Commissioner Hiatt moved to accept the minutes of the September 25, 2023 regular meeting as presented. Commissioner Barrera seconded. Motion carried (3-0).

Voucher Approval for October 2023.

Commissioner Hiatt moved to approve the October, 2023 accounts payable vouchers as follows:

231001001 to 231001007 in the amount of \$580,693.75 for payment on October 30, 2023.

Commissioner Barrera seconded. Motion carried (3-0)

Unfinished Business.

- Strategic Planning - Commissioner Hiatt discussed the proposed edits and the updated objectives including our contract with District 2. The commissioners agreed upon changes, which will be presented for formal approval at the next meeting.

New Business.


- None

Good of the Order.

- FBC Public Hearing Special Meeting – The FBC meeting is scheduled for Monday, November 13, 2023 at 5 p.m.

As there was no further business, Commissioner Hiatt moved to adjourn. Commissioner Barrera seconded. Motion carried (3-0). The meeting adjourned at 5:44 p.m.

Respectfully submitted,


Christina Parker (Dec 18, 2023 17:41 PST)
Secretary of the Board


Liz Giba (Dec 18, 2023 17:59 PST)
Chairperson, Commissioner


Julie Hiatt (Dec 18, 2023 18:25 PST)
Commissioner

Commissioner