

# NORTH HIGHLINE FIRE DISTRICT COMMISSIONERS MEETING



## February 13, 2018

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The regular North Highline Fire District Fire Commissioners' Meeting for February was called to order at 7:00 PM by Commissioner Liz Giba with Commissioner Julie Hiatt in attendance. Also in attendance were Eric Boutwell, David Dilley, Bob Lawson, Bob Price, Pat Price, Jim Reed, Calen Regnier, Shauna Sheppard, and Brian Snure.

Julie Hiatt moved to excuse Commissioner Barrera from the meeting, Liz Giba seconded. Motion carried (2-0).

Chief Marrs led the Pledge of Allegiance.

Julie Hiatt moved to accept the meeting agenda as presented. Liz Giba seconded. Motion carried (2-0).

- Meeting Minutes

Julie Hiatt moved to accept the minutes as presented of the January 22, 2018 regular meeting. Liz Giba seconded. Motion carried (2-0).

- Accounts Payable

Julie Hiatt moved to approve the January, 2018 re-issued voucher and February, 2018 accounts payable vouchers as follows:

- 18013012 in the amount of \$90.29 (Re-issued/Corrected January Voucher)
- 1802201 to 1802255 in the amount of \$99,074.73 (February mid-month/month-end)
- 1803101 to 1803107 in the amount of \$46,334.47 (February payroll)
- 1803108 to 1803139 in the amount of \$207,529.71 (February payroll - ACH)

Liz Giba seconded. Motion carried (2-0).

- Correspondence
- 4th Quarter King County Sheriff Fire Investigator's Report. A copy of the report is on file with the meeting minutes
- Public Comment
- None

Commissioners' Report

- Commissioner Hiatt reported on the following topics:

King County Fire Commissioners' meetings have been moved to the second Wednesday of the month due to conflicts of surrounding district meetings. The next meeting is in Burien on February 14, 2018 starting at 6:00 PM. Most of the meetings will be held in Burien. However, it is not appropriate for District 2 to pay for food at all the meetings they will be hosting. *Julie Hiatt moved* to have North Highline District sponsor one King County Fire Commissioners' meeting in 2018 for \$150.00. *Liz Giba seconded.* *Motion carried (2-0).*

- The newsletter has a target release date of April, 2018. Highlights will include NHF's 2017 Volunteer Fire Fighter of the Year, Seth Richmond, as well as an article featuring the Puget Sound Skill Center.
- Commissioner Hiatt will not be attending the June, 2018 Commissioners' meeting in Lake Chelan.
  - IAFF Local #1461
- None
  - Financial Reports

The Board received copies of the January, 2018 Treasurer's and Cash Flow Reports. Chief Marrs confirmed that expenses were at anticipated budgetary levels for 2018. Copies of the reports are on file with the minutes.

- Chief's Report

Chief Marrs reported on the following:

- 1<sup>ST</sup> week report on new hire – Good feedback to date and looking for him to be a solid leader with his history and experience as a volunteer in Skyway.
- King County Sheriff Investigator's Fire District Report update.
- Update on recent arson fires. Liz Giba asked if squatters were the cause of a fire that is suspected of being arson. Chief Mike Marrs explained that one house

was left unsecured. The second house has been vacant for 10 years, is in a dilapidated state, but had utilities connected.

- Update on Chief Marris' meeting with representatives of the City of Seattle. Chief Marris noted that there was a disconnect between Seattle and Burien fire as to where they are in the process. Kenny Pittman indicated Seattle still intends to proceed with annexation, but the timeline is not clear. A discussion of the Board ensued about a variety of issues surrounding a possible annexation, including the sales tax money and the timing of two elections. Chief Marris said there is a list of items that both police and fire would like to obtain for their service and currently there is no clear direction. Pat Price asked if any septic tank issues were discussed and Chief Marris explained that 50 parcels are on septic and if they fail, the City of Seattle has an ordinance in place that would require them to connect to city sewer.
- Update on 2018 EMS Funding – Chief Marris explained that the low acuity calls in the programs such as CMT, FD Cares, and Mobile Integrated Health are all evaluated in different ways. There is an effort to set a standard so comparisons can be made. The Mobile Integrated Health program seems to be the front runner in establishing a county-wide system.
- Fire Marshall George Stoess is gathering information for the Survey and Rating Bureau for both Burien and North Highline Fire District.
- Julie Hiatt suggested taking a more proactive approach and developing a strategic plan for the future of North Highline Fire District and proposed a long-term planning session for the Board of Commissioners. A retreat was scheduled for March 6, 2018 from 10:30 am – 3:30 pm at Global Fulfillment, located at 4 South Idaho Street · Seattle, WA 98134-1119

- Attorney's Report

- None.

Unfinished Business

Surplus Items – A list of obsolete, damaged, or no longer serviceable items was presented. Julie Hiatt moved to give Chief Marris authority to dispose of items on the list. Liz Giba seconded. Motion carried (2-0).

- New Business

- Chief Marris explained that NHFD needs a procurement policy to align with state guidelines. Three samples were provided. Attorney Brian Snure stated that Sample 2 Purchasing Procurement policy follows the law and statutory thresholds. Chief Marris prefers Sample 2. Julie Hiatt moved that Sample 2 Purchasing Procurement Policy be accepted and implemented. Liz Giba seconded. Motion carried (2-0).
- Pension Participation Certification Form for the volunteer Firefighters and Reserve Officers Relief and Pension Act signed by Liz Giba.

- Fire Benefit Charge Correction: King County Housing Authority has notified us that a benefit charge has been assessed on a building that was demolished. Chief Marrs will make sure that it is gone. Assuming the building is gone, NHFD will treat KCHA's contact as an appeal of the benefit charge. .

- Good of the Order

Captain Milton Guerreiro will be retiring, effective February 23, 2018. His retirement will be acknowledged on February 26, 2018 at Station #28 at 10:30 AM – 12:00PM.

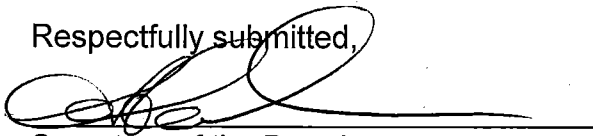
Pat Price shared that the King County Sheriff is holding a meet and greet with the community at Starbucks on February 16, 2018 at 9:00AM-11:00AM.

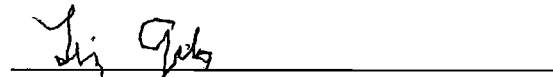


- Executive Session

A 30-minute executive session was called at 8:55PM to discuss labor negotiations per RCW 42.30.140(4) (b).

As there was no further business, Julie Hiatt moved to adjourn. Liz Giba seconded. Motion carried, and the meeting adjourned at 9:25 PM.

Respectfully submitted,

  
Secretary of the Board

  
Chairman, Commissioner  
  
Commissioner  
  
Commissioner