

NORTH HIGHLINE FIRE DISTRICT COMMISSIONERS MEETING



December 23, 2019

The regular North Highline Fire District Fire Commissioners' Meeting for December was called to order at 6:02 PM by Commissioner Julie Hiatt with Commissioner Dominic Barrera in attendance and Commissioner Liz Giba participating via conference call. Also in attendance were Mike Marrs and Shauna Sheppard.

Chief Marrs led the Pledge of Allegiance.

Dominic Barrera moved to accept the meeting agenda as presented. Liz Giba seconded. Motion carried (3-0).

Meeting Minutes

Dominic Barrera moved to accept the minutes of the November 25, 2019 regular meeting; Liz Giba seconded. Motion carried (3-0).

Accounts Payable

Dominic Barrera moved to approve the November accounts payable vouchers as follows:

- 191201001 to 191201009 in the amount of \$278,084.96 (December month-end vouchers)
- 191301001 to 191301003 in the amount of 618.46 (4th Quarter Commissioner Payroll & Payroll Taxes)
- 191401001 to 191401001 in the amount of \$5.62 (4th Quarter L & I)

Liz Giba seconded. Motion carried (3-0).

Correspondence

- None

Public Comment

- None

Commissioners' Report

Commissioner Hiatt reminded the board that the King County Fire Commissioners' Association Annual Banquet will be held at Emerald Downs on January 8, 2020 at 5:00 PM with a sit-down dinner at 7 PM.

AFF Local #1461

- None

Financial Reports

- The Board received copies of the November 2019 Treasurer's and Cash Flow Reports. Per Chief MARRS, we are still working with Hawthorne & Co. accountants to get a better process regarding the annual review of 2019.
- Aid Car staffing at Station 18 is a challenge. We want to avoid burn out of the crews with too much overtime. We only use mandatory overtime to maintain minimum staffing levels. We do not use mandatory overtime for Aid 318 up-staffing. We are working toward filling the service gap. Three recruits will be graduating from the academy in January 2020. Three more are in the hiring process and will start in the February 2020 academy. We are planning to hire three more recruits in early/mid 2020.

Chief's Report

Chief MARRS reported on the following:

- Update on Christmas Outreach – Thanks to the crews, off-duty crews and volunteers for delivering all the food and gifts to the DSHS sponsored families. Captain Stoess did a fantastic job organizing. The duty crews worked hard collecting, sorting, and organizing to fulfill the holiday wishes of 50 families in our community.
- Update on 11 Patient Multiple Casualty Incident (MCI) at Ross Dress for Less in Burien on Monday, December 16, 2019 - Over half the Medics in South King County responded. Our crews did an amazing job. There was great feedback that our crews made smart decisions and were seamless in their management of this scene. Chief MARRS is very proud of our crews and their professionalism. There were no casualties. The toddler who was in critical condition is now breathing on his own. His recovery is looking promising.
- Update on Peer Support – We are reaching out to a few resources and referrals to find a mental health professional to work with us. We are building the peer support group from the ground up. Its structure is much like a hazmat team, consisting of individuals with different levels of training.

- Update on MIH Car – At a meeting with a representative of the City of Burien and Burien’s Police Chief Ted Boe last week, we received some data that will help us review calls for both districts, including specifics as to time, types of calls, and baseline information regarding frequency. HIPAA laws need to be reviewed to determine how we can share pertinent information with partner agencies. Chief Marrs will discuss this with our attorney. Chief Boe is also looking into how Burien’s Police Department can share its data with us. A HIPAA Agency Agreement might resolve this issue.
- Update on the 2018 Audit – Auditors will deliver the final audit at our January 27, 2020 regular meeting. It will include three items:
 - (1) Auto-populate Excel spreadsheet - Omitting a zero impacted the final calculations for the Pension Asset for PERS 2. The C-4 and Schedule 9 will be amended to reflect the update.
 - (2) Reserved or Unreserved for the Bond – It should be Reserved going forward.
 - (3) Election costs for even-years in December should be automatically taken from King County.

Attorney’s Report

- None

Unfinished Business

- None

New Business


- Commissioner Giba asked that an addition be made to the commissioners’ information on the website to include when they were re-elected and the year that their current term expires

Good of the Order

- Merry Christmas!


As there was no further business, Liz Giba moved to adjourn. Dominic Barrera seconded. Motion carried (3-0), and the meeting adjourned at 6:41 PM.

Respectfully submitted,


Secretary of the Board


Chairman, Commissioner


Commissioner


Commissioner