

NORTH HIGHLINE FIRE DISTRICT COMMISSIONERS MEETING



August 15, 2016

The regular North Highline Fire District Fire Commissioners' Meeting for August was called to order at 7:00 PM by Commissioner Liz Giba with Commissioners Dominic Barrera and Julie Hiatt present. Also in attendance were Gill Loring, Mike Marrs, Pat Price and Charlotte Ryan.

Chief Marrs led the Pledge of Allegiance.

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

Meeting Minutes

Julie Hiatt moved to accept the minutes of the July 18, 2016 minutes as presented. Dominic Barrera seconded. Motion carried (3-0).

Accounts Payable

Julie Hiatt moved to approve Vouchers 1608101 through 1608335 totaling \$310,481.01. Dominic Barrera seconded. Motion carried (3-0).

Correspondence

- **Fire Training Academy Open House**

The event will be held August 17 at 1:00 PM, and it is advertised as a forum to discuss recent changes and future plans for the State Fire Training Academy facility. A copy of the invitation is on file with the minutes.

- **King County Fire Commissioners Association Meeting**

This month's meeting is scheduled for 6:00 PM on August 17 at King County Fire District 20 (Skyway). A representative from the Washington State Trauma Council will discuss how the Trauma Council affects the fire service. A copy of the notice is on file with the minutes.

Public Comment

None.

Commissioners' Report

Commissioner Hiatt reported on the following items:

1. She spoke with a citizen who is concerned about safety due to the close proximity of the homeless encampment located off Myers Way. Although the camp is technically in the City of Seattle, Commissioner Hiatt asked if we, as a fire department, have any responsibility to protect our citizens. After a discussion about specific fire and safety issues, Commissioner Giba suggested that anyone concerned contact her (as President of the North Highline Unincorporated Area Council), and she would refer them to the appropriate authority.
2. Commissioner Hiatt then stated that the Annual Awards Banquet will be held Saturday, December 10 at the Burien Elks Club. This facility is centrally located so that members of both North Highline and District 2 can attend. Dinner will be \$25 for spouses and guests, and we will again have games and prizes like last year's event.
3. The Department newsletter is scheduled for an October release. Commissioner Hiatt asked Commissioner Barrera if he would draft an article on the Puget Sound Skills Center by October 1. Because we don't mail out our newsletter, a small discussion was held regarding other ways to distribute it. One idea was to provide the newsletter to fast-food restaurants in the area.
4. The Washington Fire Commissioners Annual Conference will be held October 26 – 29 in Yakima this year. Commissioner Hiatt is planning to attend, and she asked if any other Board members would like to go. Commissioner Barrera can't, but Commissioner Giba said she would check to see if she could attend.

Commissioner Barrera reported that North Highline Fire District hosted the King County Fire Commissioners Association's July meeting. The turnout was good, and there was an informative presentation on the Fire Benefit Charge. He thanked all those who participated.

Commissioner Giba asked Chief Marris whether North Highline Fire had helped an elderly man by taking off the deck of his house. Chief Marris explained that King County Code Enforcement determined that the deck in question was unsafe. After it was brought to Commissioner Giba's attention, she contacted Chief Marris who thinks it will be a good "salvage and overhaul" training exercise, but he has not heard more about it.

Financial Reports

Chief Marris discussed the July 2016 Treasurer's and Cash Flow Reports. Some of the line items that are trending higher than anticipated are highlighted on the report. After reviewing them, he said that there is nothing overly concerning – just some unanticipated costs (like replacing a light bar on one of the engines). Copies of the financial reports are on file with the minutes.

Commissioner Hiatt asked the status of the roof budget. Chief Marris replied that we haven't replaced the roof yet, nor have we purchased the bunker washers. The new defibrillators have arrived and the TICs (thermal imaging cameras) have been ordered. We will put the roof replacement high on our priority list so it can be completed before winter.

Chief's Report

Chief Marris said that the Kent Training Consortium's Recruit Academy is starting on September 1 and, therefore, he is conducting interviews this Wednesday to fill the vacant firefighter position.

He then reported that we visited many block parties on National Night Out. The event was originally designed to highlight public safety and a chance for citizens to get to know their local law enforcement, but fire personnel have also participated in recent years.

Attorney's Report

None.

Unfinished Business

Today was the deadline to appeal the Boundary Review Board (BRB) decision to allow the City of Seattle to go forward in their endeavor to annex the rest of the North Highline area. Chief Marris stated we will continue to work with the City regarding timely

Advanced Life Support (ALS) services in the North Highline area (see minutes of 7/18/2016).

New Business

Chief Marrs handed out a proposed 2017 budget timeline. If followed, we should adopt a final 2017 budget by the December 19 meeting. A copy of the timeline is on file with the minutes.

We also received the renewal contract with Interface Systems Management (Neil Blindheim) to manage the 2017 fire benefit charge. Commissioner Hiatt asked if there were other options rather than Mr. Blindheim. Chief Marrs replied that there aren't many people who manage fire benefit charges – our options are Mr. Blindheim, Mr. Rabel (Kent Fire RFA), or creating the database in-house. After a brief discussion, it was decided that we would place this topic on our March 2017 calendar to review our options for the 2018 budget process. Julie Hiatt moved to authorize Chief Marrs to sign the 2017 contract with Interface Systems Management. Dominic Barrera seconded. Motion carried (3-0).

The Board called the department attorney (Brian Snure) on the telephone for his input on the next agenda item. Commissioner Giba explained that a new 298 unit, low-income housing complex is being constructed in North Highline. The developers (Vintage LLC) have applied for a tax credit on the property. Because their Operating Performa (which outlines estimated revenue and expenses) does not include the fire benefit charge, she asked Mr. Snure if we should inform them of the oversight prior to the Housing Commission meeting on August 25.

Mr. Snure stated that we don't know if the Operating Performa has the benefit charge listed, as it could be under another category, such as 'Other Operating Expenses.'

The Board discussed the matter of the high concentration of low-income households in our area and the District's capacity to serve all our citizens. After the discussion was complete, Julie Hiatt moved to have our Attorney draft a letter to Vintage LLC to ensure they know the District has a fire benefit charge as well as the reason we have the fire benefit charge. Dominic Barrera seconded. Motion carried (3-0).

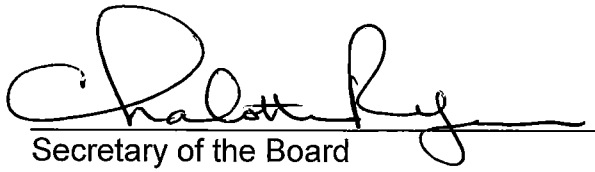
Executive Session

A 10-minute executive session was called at 8:40 PM to discuss union negotiations per RCW 42.30.140(4)(b). The session was extended an additional 20 minutes at 8:50 PM.

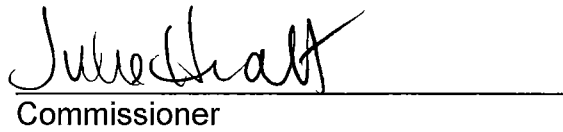
The meeting reconvened at 9:10 PM.

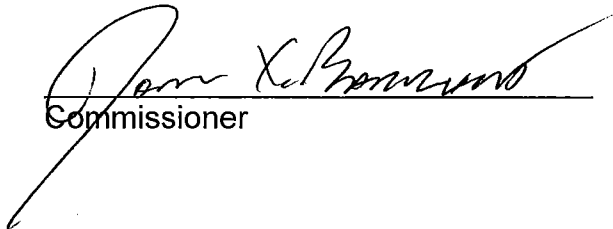
As there was no further business, Julie Hiatt moved to adjourn. Dominic Barrera seconded. Motion carried, and the meeting adjourned at 9:10 PM.

Respectfully submitted,


Secretary of the Board


Chairman, Commissioner


Commissioner


Commissioner