

NORTH HIGHLINE FIRE DISTRICT COMMISSIONERS MEETING



October 4, 2011

The first regular meeting of the North Highline Fire District Board of Fire Commissioners for October was called to order at 6:00 p.m. by Chairman Wayne Alishokis with Commissioner Rob Spreier present. (Commissioner Austin arrived at 6:18 p.m.) Also in attendance were:

Roger Anderson
Colby Cruz
Barbara Dobkin
Liz Giba
Bob Lawson

Rebecca Lopes
Gill Loring
Steve Marstrom
Vinh Pham
Bob Price

Pat Price
Charlotte Ryan
Brian Snure
Kevin Sykes

Chairman Alishokis led the Pledge of Allegiance.

Ray Austin moved to approve the meeting's agenda as presented. Rob Spreier seconded. Motion carried (2-0).

Consent Agenda

- Minutes of September 20, 2011 regular meeting
- Expense Fund Vouchers No. 10001 through 10028 in the amount of \$27,307.66

Rob Spreier moved to approve the consent agenda as presented. Wayne Alishokis seconded. Motion carried (2-0).

Correspondence

None

Public Comment

Liz Giba reported that the Burien City Council voted to proceed with the process to annex the remainder of North Highline at their meeting last evening. She said that while this is just the first step to accomplish annexation, but it's a big step.

Commissioners' Report

- Chairman Alishokis had no report.
- Commissioner Spreier had no report.

Local #1810 Report

No report.

Local #3780 Report

No report.

Financial Reports

Chief Marstrom suggested that both the Expense and Fund Balance reports will be presented at the second monthly meeting from now on.

Chiefs' Report

- **Department Staffing**

We still have one employee on extended sick leave through at least November 1.

Twelve firefighters participated in the latest promotional exam. Of those that tested, Kevin Sykes came out number one and has been promoted to A shift Lieutenant effective October 1 to fill the vacancy created by Lt. Strom's retirement. Chief Marstrom pinned a new badge and bugles on Lt. Sykes' uniform and congratulated him on his promotion.

- **Local 1810 – Proposed Letter of Understanding**

Chief Marstrom presented the Board with a draft LOU regarding Kelly day and vacation scheduling. He explained that the District will schedule seven of the Kelly days (which will not be moved) and the remaining seven will be treated as if they

were vacation days. Each firefighter shall have their own individual FLSA cycle beginning at 1200 hours every 54 days, thus eliminating FLSA overtime. Vacation scheduling will be limited to two off on any shift with the exception of peak holiday months (June to September) and the Thanksgiving and Christmas holiday. The draft LOU is a tentative agreement for the Board's review, and no action is needed at this meeting.

- **Give Burns the Boot**

Our firefighters collected \$1,170.44 last Saturday for the Northwest Burn Foundation.

- **Annexation Update**

As Ms. Giba reported earlier in the meeting, the Burien City Council passed a resolution calling for annexation of the remaining North Highline area at their meeting last evening. The next step is for the matter to go before the Boundary Review Board.

Chief Marstrom stated it is now time to have our Attorney research the ramifications if the "Delta Marine triangle" and the "Sliver on the River" are not included. Mr. Snure will research the questions.

- **Firefighter Hiring Policy**

As a follow up from the last meeting's discussion on the firefighter hiring policy (#2411P), Chief Marstrom presented a revised draft containing the suggested changes. It now includes language that requires a psychological evaluation for all new hires, it states that North Highline "may" test in cooperation with District 2 instead of "will," and some of the prerequisites have been changed to better line up with those of District 2. The draft policy has now been posted for the required 30-day comment period and will be brought to a meeting in November for adoption.

- **District 2 Service Contract**

Chief Marstrom deferred his report on this topic until Commissioner Austin's arrival.

Attorney's Report

None

Unfinished Business

A committee (consisting of Ed Marrs, Roger Anderson, Amy Benner, and Chief Marstrom) has been deliberating the best use of the \$44,282 donation from Mary Costello's estate. The goal was that it should be visible, be of direct benefit to the

citizens and responders, be consistent with our perception of her spirit, and be a one-time expense. After some consideration, the committee recommends the following:

- | | |
|---|-------------------|
| 1. Firefighter Wellness. Purchase two (2) treadmills, two (2) rowing machines, and two (2) dumbbell weight packages (additional weights for existing setups). | \$14,000.00 |
| 2. Memorial. Initial set up costs for this are not readily available. This is an estimate for a one-time setup to the area and installation of the Mary Costello memorial. | \$3,000.00 |
| 3. EMS Equipment. Purchase up to five (5) AED's at \$1,500 each and two (2) Combi-carriers at \$750 each. | \$10,000.00 |
| 4. Firefighting Equipment. Two (2) portable monitors at \$3,000 each, five (5) jack sets at \$200 each, and two (2) piercing nozzles at \$1,500 each. | \$10,000.00 |
| 5. Prevention. Supplement our bicycle helmet and smoke detector programs with remaining funds. | <u>\$6,282.00</u> |
| | \$44,282.00 |

Two items that were discussed but not recommended were a scholarship fund (deemed too hard to manage) and public relations (overtime pay for station tours).

The Board concurred with the committee's recommendations.

- **District 2 Service Contract (continued from the Chief's Report)**

The Attorneys and Chiefs from both fire districts met on September 29 to finalize negotiations on the 6th Amendment. The meeting was very productive, and the latest draft is very close to being final. Chief Marstrom said that because he wanted the Board to have sufficient time to review the document, no action should be taken at this meeting.

He then gave a summary of the agreement and explained some of the most recent provisions (sick leave, interest rate on cash transfer, Station 19 lease). Chief Marstrom stated his confidence that the negotiated document serves and protects both fire districts.

Because Chairman Alishokis has a conflict and may not be able to attend our next regular meeting, Chief Marstrom suggested the Board hold a special meeting sometime next week to approve the 6th Amendment and other related matters. After discussion, the Board decided to hold a special meeting on Tuesday, October 11, 2011 at 6:00 p.m.

New Business

Chief Marstrom previously suggested we reorganize our four reserve funds into two sub-funds (see minutes of 8/2/2011). He presented Resolution No. 447, which

accomplishes that change, and he recommended the Board adopt the document. Rob Spreier moved to adopt Resolution No. 447 as presented. Ray Austin seconded. Motion carried (3-0).

Executive Session

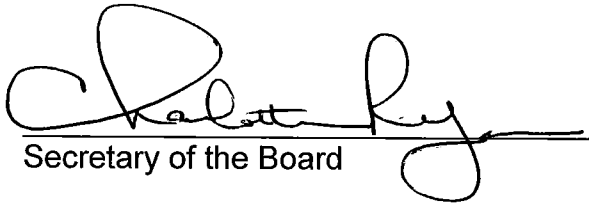
None

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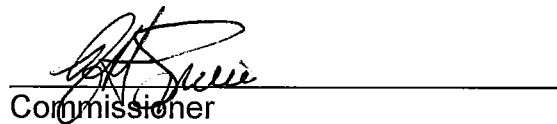
None

As there was no further business, the meeting adjourned at 6:54 p.m.

Respectfully submitted,


Secretary of the Board


Chairman, Commissioner


Commissioner

Commissioner