

NORTH HIGHLINE FIRE DISTRICT COMMISSIONERS MEETING



December 17, 2018

The regular North Highline Fire District Fire Commissioners' Meeting for December was called to order at 2:00 PM by Commissioner Liz Giba with Commissioner Julie Hiatt with Commissioner Dominic Barrera in attendance. Also in attendance were Ernie Brown, David Dilley, Matt Lemanu, Mike Marrs, Bob Price, Shauna Sheppard, Jennifer Ramos, and Joseph Ramos.

Chief Marrs led the Pledge of Allegiance.

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

Assistant State Auditor Joseph Ramos and lead Auditor Jennifer Ramos presented their results of the 2017 annual audit. The accountability report noted that district operations complied with applicable state laws, regulations, and its own policies, and provided adequate controls to safeguard public resources. The financial statements audit found that the financial statements were presented fairly in all material aspects, did not find any deficiencies of internal controls and disclosed no instances of noncompliance or other matters. A copy of the report is on file with the meeting minutes.

Meeting Minutes

Julie Hiatt moved to accept the minutes as presented of the November 19, 2018 regular meeting. Dominic Barrera seconded. Motion carried (3-0).

Accounts Payable

Julie Hiatt moved to approve the December accounts payable vouchers as follows:

Accounts Payable (Expense & Capital Funds)

- 181202001 to 181202026 in the amount of \$67,305.26 (December mid-month)
- 181203001 to 1812031043 in the amount of \$56,856.22 (December month-end vouchers)

- 181304001 to 181304031 in the amount of \$246,726.00 (December payroll - ACH)
- 181405001 to 181405007 in the amount of \$52,961.03 (December payroll)
- 181405008 in the amount of \$44,144.66 (4th Quarter L & I Payment)
- 181130001 in the amount of \$729.06 (November volunteer association)

Dominic Barrera seconded. Motion carried (3-0).

Correspondence

- None

Public Comment

- None

Commissioners' Reports

Commissioner Hiatt – (1) The Joint Chiefs and Fire Commissioners banquet will be held on January 16th at Boeing Field. It will be a casual event. Admission to the Museum of Flight will be free all day. The hope is it will be well attended. (2) The NHRFD sign off of 128th needs repair. (3) Legislative day will be at the end of January. Commissioners Hiatt and Barrera will be attending.

Commissioner Barrera – He contacted Senator Kaiser about the tax issue, but has not yet received a response.

IAFF Local #1461

- Ernie Brown noted that the MOU has been progressing. Local #1461 will be lobbying in January session regarding a bill that is not favorable to District #11.

Financial Reports

The Board received copies of the November 2018 Treasurer's and Cash Flow Reports.

Chief Marris noted that overall, we are within budget for the year. Overtime is over budget, but that is to be expected at this point in the year.

Chief's Report

Chief Marris reported on the following:

- Update on Hiring Process – Written tests and oral boards have been conducted. Chief Marris thanked Jason Gay, Tim Zimnisky, Eric Boutwell, and Troy Harris for conducting oral interviews with the top 30 candidates. Chief Marris conducted the top 20 interviews

and is compiling the 2-year list. There were fewer applicants, however, they were high quality candidates. There are many dedicated people looking for jobs in fire service.

- AMR Strike – Seattle has a franchise agreement with AMR and we are not directly affected because more than 95% of our transports are through Tri-Med and Matt Gow. Chief Skoggins is putting together a strategy on how they will handle downtown Seattle. Tri Med does not have capacity to cover the downtown Seattle area and will not pull resources to cover that area. They are proposing a state mobilization structured agreement to gain resources for off-duty firefighters and reimburse the districts and pay over-time rates for the crew. We are reviewing our capacity to see if we can provide additional service to assist the City of Seattle after we receive more information about the strategic plan. The vote is scheduled for Friday, December 21, 2018. Reviewing other labor issues after the vote and will revisit. Ernie Brown commented that we will take care of customers in the event of emergencies and the union has a position that we will try to staff an aid car and create an MOU to accomplish support and still support their union brothers and sisters.
- Fire investigation report - Minor offenses and zero financial loss. Cascade Middle School had a small incident of toilet paper being set on fire. It was immediately extinguished. Charges have been filed.
- Christmas Outreach –Deliveries to 50 families whose information was provided by DSHS will be made on December 20, 2018. Sunnydale Elementary School is the loading area and the crew will head out from there to deliver packages.

Attorney's Report

- None

Unfinished Business

- Washington State Auditor – Representation Letter – Julie Hiatt moved to authorize Chair Person Liz Giba to sign the representation letter. Dominic Barrera seconded. Motion carried (3-0). A copy of the representation letter is on file with the meeting minutes.
- Brian Snure – Legal Matters Inquiry Letter – A copy of the letter is on file with the meeting minutes. Assessor John Wilson's response to commissioners regarding Coronado Springs Apartments. A copy of the response letter is on file with the meeting minutes. Commissioner Hiatt and Commissioner Barrera asked that we reply asking for further clarification, as the Assessor's letter is not clear and questions are not answered. Commissioner Giba agreed, but noted we should also follow-up with the state, as Mr. Wilson suggested. Commissioner Hiatt stated that we need to keep the data reliable, accurate, and accountable. Chief Marrs commented that we need to go back 5-7 years to provide historical data. He will call the state and follow-up with Brian Snure to create a reply to Mr. Wilson.
- Resolution 499 changing the January 21st, 2019 and February 18th, 2019 regular meetings to January 28th and February 25th, 2019, due to holidays falling on our regular meeting dates. Julie Hiatt moved to adopt resolution 499 to change the regular meeting dates to

the new dates proposed. Dominic Barrera seconded. Motion carried (3-0). A copy of the resolution is on file with the meeting minutes

- Motion to adopt the Interlocal Agreement (ILA) to contractually consolidate NHFD #11 and KCFD #2; contingent upon successful negotiations of an MOU with the Local #1461. Julie Hiatt moved to adopt and have Liz Giba, Dominic Barrera, and Julie Hiatt sign the Interlocal (ILA) Agreement for contractual consolidation as presented contingent upon successful negotiations with Local #1461 and authorize Chief Marrs to execute the MOU. Dominic Barrera seconded. Motion carried (3-0).

New Business

- None

Good of the Order

- Letter from Tri-Med in response to Captain Eric Boutwell’s letter of recognition.
- Commissioner Julie Hiatt sold her business to Kaye-Smith and is looking forward to the change.

As there was no further business, Julie Hiatt moved to adjourn. Dominic Barrera seconded. Motion carried (3-0), and the meeting adjourned at 3:09 PM.

Respectfully submitted,




 Secretary of the Board

Chairman, Commissioner



 Commissioner



 Commissioner