

# NORTH HIGHLINE FIRE DISTRICT COMMISSIONERS' MEETING



## MINUTES OF THE DECEMBER 18, 2023 SPECIAL MEETING

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A regular meeting of the Board of Commissioners of the North Highline Fire District (NHFD) was held in person and remotely on December 18, 2023, pursuant to proper notice. In attendance, via virtual meeting software GoToMeeting, were Commissioners Giba, and Local 1461 President Matt Ready. Attending in person were Commissioner Hiatt, Commissioner Barrera, Chief Mike Marrs, Chief Jason Gay, Assistant Chief Wayne Metz, Assistant Chief Ray Desmarais, and District Secretary Christina Parker.

### **Call to Order.**

The meeting was called to order at 5:05 p.m. by Commissioner Giba.

### **Flag Salute.**

Chief Gay led the Pledge of Allegiance.

### **Agenda Approval.**

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

### **Presentations / Announcements.**

#### Presentation

- Assistant Chief Metz presented the Call Reports Summary, which included two extrications. The call reports show an increase in the overall call volume by 425 compared to the same time last year.

- Commissioner Hiatt recognized Commissioner Giba and expressed her appreciation for her many years of invaluable service as Fire Commissioner and Chairman to the community and the North Highline Fire District.
- Commissioner Giba shared her thoughts of appreciation and thanked both Commissioners Hiatt, Barrera, and the Chiefs.
- Chief Marrs presented a letter of recognition addressed to the Board of Fire Commissioners. He reiterated his sentiments and thanked Commissioner Giba for her dedication to the community of North Highline and for her friendship.

**Public Comment.**

- None

**Correspondence.**

- Letter of December 18, 2023, from Chief Marrs to the Board of Fire Commissioners thanking the commissioners for their support, trust, and guidance over the years. He is excited to see how the district will grow in the future.

**IAFF Local #1461**

- None

**Commissioners' Reports.**

- None

**Financial Reports.**

The Board received copies of the **November 2023** Treasure's Report, and Accounts Payable Report.

**Chief's Report.**

Assistant Chief Metz reported on the following:

- Training / Testing – Our firefighters continue to attend several testing and training events.
- Recruit Academy Graduation – As an update, the three (3) recruits in Recruit Academy 17 are doing well and remain on track to graduate at the beginning of the year.

Assistant Chief Desmarais reported on the following:

- King County Fire Investigator Unit is investigating a fire with multiple points of ignition.
- The Holiday Outreach delivery is scheduled for Wednesday, December 20, with crews delivering to 25 families in the community.

Chief Gay reported on the following:

- Facilities – Both station 18 and station 19 remodels will begin in January. The contractor will mobilize the week prior to construction.
- Personnel – Two administrative personnel service contracts are set for approval at the KCFD2 meeting.
- Firefighter Walsh submitted his resignation effective December 31, 2023; we will add an additional hire for Recruit Academy 19 to fill this slot.
- We have submitted for Mobile Integrated Health (MIH) monies this year that we have not utilized in the past.
  
- Events – The Local 1461 hosted their annual Holiday Party and was appreciated by all in attendance.
- Holiday Outreach delivery is scheduled for December 20, 2023. The department will participate in the delivery of holiday donations to 25 families.
- Recruit Academy 17 is scheduled for January 18, 2024, with three (3) recruits graduating.
  
- Other - The district received a compensation increase notification from the Washington Fire Commissioners Association (WFCA) adjusting the rate for commissioner compensation, from \$128 to \$161 per meeting/event, effective January 1, 2024.
- The district received a mileage increase notice from the Internal Revenue Service (IRS), increasing the standard mileage rate to 0.67 cents per mile, up 1.5 cents from 2023.
- The VPSI group of the KCEMS works with a group called Centro Rendu. They discussed educational supports in place specifically for the Spanish-speaking population and could assist the district with the CPR courses we provide to our community.

### **Consent Agenda Approval.**

Commissioner Hiatt moved to approve the Consent Agenda as presented.  
Commissioner Barrera seconded. Motion carried (3-0).

**Meeting Minutes.**

Commissioner Hiatt moved to accept the minutes of the November 13, 2023, special meeting, the November 27, 2023, regular meeting, and the November 30, 2023, special meeting as presented. Commissioner Barrera seconded. Motion carried (3-0).

**Voucher Approval for December 2023.**

Commissioner Hiatt moved to approve the December 2023 accounts payable vouchers as follows:

231201001 to 231201010 in the amount of \$340,607.83 for payment on December 29, 2023.

Commissioner Barrera seconded. Motion carried (3-0)

**Unfinished Business.**

- None.

**New Business.**

- None.

**Good of the Order.**

- Commissioner Hiatt extended her gratitude to Chief Marrs.
- Commissioner Barrera reiterated that sentiment and expressed his appreciation.

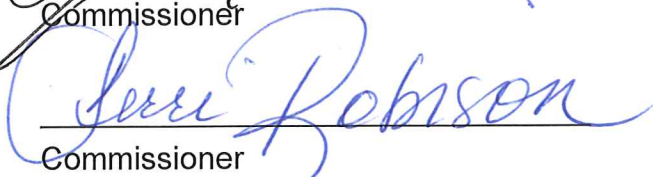
As there was no further business, Commissioner Hiatt moved to adjourn. Commissioner Barrera seconded. Motion carried (3-0). The meeting adjourned at 5:27 p.m.

Respectfully submitted,

  
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Secretary of the Board

  
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Chairperson, Commissioner

  
\_\_\_\_\_  
Commissioner

  
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Commissioner