

NORTH HIGHLINE FIRE DISTRICT COMMISSIONERS' MEETING



MINUTES OF THE JANUARY 27, 2025 REGULAR MEETING

A special meeting of the Board of Commissioners of the North Highline Fire District (NHFD) was held in person and remotely on January 27, 2025, pursuant to proper notice. Commissioner Julie Hiatt attended virtually via the GoTo Meeting software. In person were, Commissioner Dominic Barrera, Commissioner Terri Robison, Chief Gay, Assistant Chief Wayne Metz, Assistant Chief Ray Desmarais, and District Secretary Christina Parker.

Call to Order.

The meeting was called to order at 5:13 p.m. by Commissioner Hiatt.

Flag Salute.

Chief Jason 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 delivered the Call Reports. As of today, a total of 13,146 calls have been recorded, with a difference of 606 more calls logged than in 2023. The most notable calls were a commercial fire and a residential fire.

Announcements

- None

Public Comment.

- None

Correspondence.

Commendation letter from the public for CPR Instructor Tschernega - Chief has shared a commendation received from a community member regarding CPR Instructor Austen Tschernega, praising the exceptional quality of instruction provided during the public class on January 4, 2025. This commendation will be publicly acknowledged and added to firefighter Tschernega's employee file.

Commendation letter from a PT's family regarding an incident that occurred concerning our crew's professionalism - Chief Gay conveyed another letter from a community member expressing heartfelt gratitude toward Captain Brien Marcus and firefighters Tony Rosenthal, Jeff Gallagher, Seth Richmond, Gunnar Wilson, and Ryley Haveman. This letter will also be publicly acknowledged and added to each individual's employee file.

IAFF Local #1461

- None

Commissioners' Reports.

- None

Financial Reports.

The Board received copies of the **January 2025** Accounts Payable Report.

Chief's Report.

Operations

Assistant Chief Metz shared an update on operations related to training for Officers and Acting Officers in the National Tactical Network (NTN) Instructor course. Additionally, Captain Marcus conducted a Rescue Swimmer course, and the crews are making significant progress in their inspections.

Assistant Chief Metz announced the addition of three recruits, who are scheduled to graduate the academy on July 1, 2025.

Fire Prevention

Assistant Chief Desmarais reported on the following:

- Assistant Chief Desmarais expressed appreciation for Capt. Troy Harris, who has recently returned to active duty after transitioning out of the Fire Marshals Office (FMO). As of January 2025, the Prevention Office is now staffed by Capt. Mativa Lemanu, Capt. Chris Reed, and Capt. George Stoess, who collectively brings over 20 years of experience to the team. In addition, Chief Gay has approved an increase in the number of certified CPR Instructors within the department. Capt. Mativa Lemanu and Firefighter Richard Dutton are set to obtain their CPR Instructor certification through LifeTec, enabling them to support Firefighter Austen Tschernega in delivering CPR courses to the community.

Chief Gay reported on the following:

- Equipment – The NSA G1 SCBA units have been ordered in accordance with this year's budget and following recommendations from legal counsel. The current SCBA units are no longer under warranty, leading to increased costs for regular maintenance. Additionally, the SCBA bottles have reached an age where they can no longer be certified, as they require hydro-testing every few years.

Looking ahead, we anticipate that our defibrillators will no longer receive support as of May 2025. We are exploring the option of utilizing our Core Services funds to purchase new defibrillators. This year marks the final opportunity to utilize our EMS Levy funds which are currently on reserve.

To address the defibrillator situation, the Chief is scheduled to attend a King County BLS work group meeting on January 23, 2025. The purpose of this meeting is to discuss regional solutions and ensure our strategies align with those of neighboring departments. Following this, on February 8, 2025, there will be an evaluation of available defibrillator demos, after which a decision will be made. Our goal is to move forward with the acquisition before May 2025 to mitigate any risk to public safety. Further updates will be provided in the next meeting.

- Facilities – The Chief, along with Assistant Chief Wayne Metz, Logistics Officer, and the duty crew, conducted a walkthrough of the station grounds following the recent vehicle crash incident at Station 19, which occurred near the crew sleeping quarters. To enhance safety in this area, ecology blocks will be installed to provide an additional safety barrier.

The head of Administration for the City of Burien and former head of IT, who previously led the IT and Systems division, will be visiting Station 28 in the first week of February. The purpose of this visit is to discuss technology improvements and the Emergency Operations Center (EOC). The goal is to create a unified vision for the EOC and explore ways to upgrade our technology to facilitate hybrid meeting capabilities, as our current systems are outdated. Implementing this functionality would significantly enhance our meeting space.

Brass Shamrock is scheduled to deliver lumber materials for the commercial and high-pitch ventilation props to Station 29 on February 12, 2025. This initiative was included in this year's budget to support the crews in vent prop training, representing a valuable improvement to the existing training resources. Construction on these props is expected to commence around February 15, 2025.

- Personnel – King County Fire District #2 has officially signed the personal services contract for Lindsey Mueller, who will serve as the Mental Health Professional and CARES Car Coordinator, effective February 1, 2025. This addition is expected to enhance the department's services and positively impact the community.

In other personnel updates, Jeremy Trivelas has been appointed to a permanent Captain position after completing his one year of probation. Congratulations are extended to Captain Trivelas on this accomplishment.

The District has posted the job description for the Administrative Assistant position, which will remain open until February 14, 2025. Plans are in place to review all applications and conduct interviews during the third and fourth weeks of February, aiming for a hire date in March.

Negotiations for the Collective Bargaining Agreement (CBA) moved into the mediation phase. The first mediation meeting took place today, marking an important step in moving toward a contract.

The newest recruits are in their two-week Pre-Academy at Station 28. The five Post-Academy recruits were also at the station at the same time and are now on shift. As of February 1, 2025, the Aid Car is fully staffed.

- Events – On January 13, 2025, Chief Gay, alongside members of the CARES team and the Police Department's Co-response team, presented an overview of their operations and results to the City of Burien City Council. The feedback from the Council was positive, and discussions are underway regarding ongoing funding for the co-response team program, which is currently supported by ARCA funds set to expire next year. The District is eager to collaborate with the Police Department to enhance both the CARES program and the police initiative.

On January 21, 2025, the Fire Academy held a graduation ceremony for Recruit Class 19, celebrating the achievement of five recruits. Notably, two recruits were recognized with top honors, including one Probationary Firefighter who received two individual awards.

An upcoming event on January 29, 2025, at 6 PM will feature Chief Gay participating in a "Coffee with the City Manager," a Public Safety Q&A session alongside the Burien City Manager and the Burien Police Chief, which will take place at the Burien Community Center. Community members are encouraged to attend.

Additionally, on January 31, 2025, Chief Gay will represent the department at the "Empty Bowls" fundraiser benefiting the White Center and Burien Food Banks, where he will serve as a soup judge. All are invited to join in supporting this event.

- Other - The District has successfully secured funding for the Mobile Integrated Health (MIH) program for the period of January 2024 through November 2024. A request for the December 2024 funding has also been submitted, and the District anticipates receiving those funds soon.

Consent Agenda Approval.

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

Meeting Minutes.

- None

Voucher Approval.

Commissioner Barrera moved to approve the January 2025 accounts payable vouchers as follows:

250101001 to 250101005 in the amount of \$433,368.83 for payment on January 31, 2025.
Commissioner Robison seconded. Motion carried (3-0)

Unfinished Business.

- None

New Business.

- None

Good of the Order.

- Commissioner Hiatt expressed her satisfaction with hosting the North Highline monthly Board meetings at Station 18 again.


Chief Gay informed the Board that the May meeting coincides with the Memorial Day holiday. To accommodate this, he proposed rescheduling the meeting to May 19, 2025. A Resolution will be prepared for presentation at the upcoming Board meeting.

As there was no further business, Commissioner Hiatt moved to adjourn. Commissioner Barrera seconded. Motion carried (3-0). The meeting adjourned at 5:33 p.m.

Respectfully submitted,


Secretary of the Board


Chairperson, Commissioner


Commissioner

Commissioner