

NORTH HIGHLINE FIRE DISTRICT COMMISSIONERS' MEETING



MINUTES OF THE MARCH 23, 2026 REGULAR MEETING

A regular meeting of the Board of Commissioners of the North Highline Fire District (NHFD) was held in person and remotely on March 23, 2026, pursuant to proper notice. In person were, Commissioner Dominic Barrera, Commissioner Terri Robison, Chief Jason Gay, Assistant Chief Wayne Metz, and District Secretary Christina Parker.

Attendees: Matt Ready

Call to Order.

The meeting was called to order at 5:16 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 provided an update on the Call Summary, stating that his data shows that as of the last 48 hours, we have run 2,787 calls this month. Among the most significant incidents reported were three shooting incidents.

Announcements

- None

Public Comment.

- None

Correspondence.

- It was announced that former Fire Commissioner Liz Giba unexpectedly passed away on March 18, 2026, as reported by her sister Patricia Giba.

IAFF Local #1461

- None

Commissioners' Reports.

- None

Financial Reports.

The Board received copies of the **March 2026** Accounts Payable Report

Chief Gay presented an update on the financials, highlighting this month's increase in expenses attributed to Harts Plumbing Service, concerning the sewer repairs at Station 18.

Chief's Report.

Operations

Assistant Chief Wayne Metz delivered an operational update that included various trainings as well as the upcoming SCBA testing conducted by Captain Williamson.

Fire Prevention

- No report

Chief Gay reported on the following:

- Facilities – Air Exchange, a division of the Plymovent Company, has communicated to Chief Gay that the completion of the work has been postponed until the end of March 2026.

Logistics Captain will facilitate the procurement of bunker gear extractors, as outlined in the existing budget. Additional information is required prior to finalizing this purchase.

- Equipment – No updates

Personnel – Chief Metz attended the FIFA World Cup Planning Symposium for three days, two weeks ago. Chief Gay reached out to the King County Department of Local Services Director to try to determine if they are planning for a “Fan Zone” in White Center. We did apply for a grant to allow us to upstaff an engine on each of the game days as a safety buffer for our communities.

We conducted Chiefs interviews last week for new hire candidates. We are looking to hire 4 individuals and will get King 2 Board approval at the next meeting.

In conjunction with our 2026 Appreciation Banquet, the nomination forms for the Firefighter of the Year (FFOY) and Fire Officer of the Year (FOOY) have been distributed.

The promotion to captain, to fill the vacancy created by the retirement of Ernie Brown, will take effect on April 1st 2026. Congratulations to Calen Regnier on this achievement. Chief Gay extended the invite to the North Highline Board for the Captain Promotional pinning ceremony at the King 2 Board meeting on March 24, 2026, at 5 PM.

- Events

May 2, 2026 (Glen Acres Golf & Country Club) – **Appreciation Banquet**

June 6, 2026 (Lake Chelan) **WFCA Spring Series – Lake Chelan Seminar**

September 15 – 17, 2026 (Bainbridge Island) **2026 King County Fire Chiefs Leadership Summit**

October 21 – 24, 2026 (Spokane) **2026 WFCA Annual Conference & Snure Seminar**

- *Hotel reservations open. Classes to be announced in August when registration opens*

- Other – Chief Gay will be asking for two separate motions to address the notice that we received from US Bank of our Petty Cash Checking account with a balance of \$2,000 and US Bank Advance Travel account with a balance of \$1,000 that remain idle. The District now utilizes the US Bank credit card for such purchases. Chief Gay will ask for a motion to close these accounts and another motion to roll over the remaining funds into the Expense Fund 001 for a total roll-over amount of \$3,000.

During the last Labor Management Meeting on March 19, 2026, several important topics were discussed. The District presented a range of policies that require attention. These policies are outdated and will be revised to align with the procedural models adopted by the King County Fire Chiefs.

KCEMS notified us that we had another opportunity to apply for unused EMS funds that were left towards the North Highlines EMS Levy allocation.

We were notified that at the end of 2026, we will no longer have access to the CARES car. The vehicle is the property of King County and was part of the initial establishment of the CARES program in coordination between the Burien Police Department, City of Burien, and KING2. Chief Gay will be looking into the purchase of a new vehicle, which will be brought forward for commissioner consideration, as this is an unforeseen expenditure.

Consent Agenda Approval.

Commissioner Barrera moved to approve the Consent Agenda as presented. Commissioner Robison seconded. Motion carried (2-0).

Meeting Minutes.

- None

Voucher Approval for March 2026.

Commissioner Barrera moved to approve the March 2026 accounts payable vouchers as follows:

260301001 to 260301007 in the amount of \$626,557.92 for payment on March 31, 2026. Commissioner Robison seconded. Motion carried (2-0)

Unfinished Business.

Motion: Close US Bank Petty Cash Account ending in 4288

Commissioner Barrera made a motion to close the US Bank Petty Cash Account ending in 4288 and transfer the account funds totaling \$2,000 to the Expense Fund 100110010. Commissioner Robison seconded. Motion carried (2-0).

Motion: Close US Bank Advance Travel Account ending in 4296

Commissioner Barrera made a motion to close the US Advance Travel Account ending in 4296 and transfer the account funds totaling \$1,000 to the Expense Fund 100110010. Commissioner Robison seconded. Motion carried (2-0).

New Business.

Commissioner Barrera made a motion to excuse Commissioner Hiatt from the March 23rd meeting. Commissioner Robison seconded. Motion carried (2-0).

Good of the Order.

- None

As there was no further business, Commissioner Hiatt moved to adjourn. Commissioner Barrera seconded. Motion carried (2-0). The meeting adjourned at 5:38 p.m.

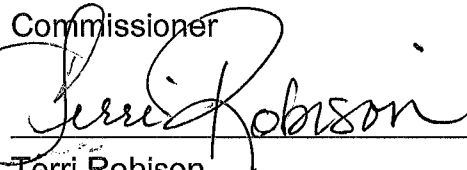
Respectfully submitted,



Secretary of the Board



Julie Hiatt
Chairperson, Commissioner

Dominic Barrera
Commissioner


Terri Robison
Commissioner