

# NORTH HIGHLINE FIRE DISTRICT COMMISSIONERS' MEETING



## MINUTES OF THE APRIL 22, 2024 REGULAR 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 April 22, 2024, pursuant to proper notice. In attendance, via virtual meeting software GoToMeeting, was Commissioner Julie Hiatt. Attending in person were Commissioner Terri Robison, 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 5:20 p.m. by Commissioner Hiatt.

### **Flag Salute.**

Chief Gay led the Pledge of Allegiance.

### **Agenda Approval.**

Commissioner Hiatt moved to accept the meeting agenda as presented. Commissioner Robison seconded. Motion carried (2-0).

### **Presentations / Announcements.**

#### Presentation

- Assistant Chief Metz presented the Call Reports Summary, which included 457 more calls than in 2023. The most notable calls were aid calls in response to two (2) motor vehicle accidents (MVA) with one requiring extrication, a residential fire of an abandoned structure, and a commercial fire.

## Announcements

- None

## **Public Comment.**

- None

## **Correspondence.**

- None

## **IAFF Local #1461**

- None

## **Commissioners' Reports.**

- Commissioner Hiatt and Commissioner Robison have both confirmed their attendance at the 2024 WFCA Annual Conference in October.

## **Financial Reports.**

The Board received copies of the **March 2024** Treasurer's Report, the **April 2024** Accounts Payable Report, and the Cash Flow Report for the first quarter (Q1).

## **Chief's Report.**

Operations - Assistant Chief Metz reported on the following:

- Training / Testing – Our firefighters participated in various testing and training events, including confined space drills, alongside a BC and an instructor.

Fire Prevention - Assistant Chief Desmarais reported on the following:

- KC Fire Investigation Unit - There are currently several fire investigations that are ongoing in White Center which have been caused by youth.

Chief Gay reported on the following:

- Facilities - Station Improvements - Station 18 has encountered significant issues with the load-bearing walls, leading to a delay in the substantial completion date. The new completion date is expected to fall between June 10 - 12, 2024. The cost associated with the delay will not be charged to the project.

Station 19 is on track with a substantial completion date expected on May 21, 2024. Jaymarc AV is currently installing the alerting system, and the move-back date is anticipated to be by the end of May.

- Equipment - The district received reimbursement from EMS CORE Services for the four (4) CPR Mannequins purchased. These mannequins allow for iGEL training, which is required for the First responder Airway and Compression rate Trial (FACT) study. The cost reimbursement has been applied to the expense fund account.

Engine 318 is still waiting for the final lock for the rear roll-up door. A meeting with the Puget Sound shop is scheduled for this Wednesday to discuss the delay.

On April 10, 2024, an accident involving Reserve Engine 418 occurred at the intersection of 16th Avenue SW and SW 112th in White Center. No crew members were injured. The accident was caused by an individual who was arrested for their negligence.

- Personnel - The four recruits in Recruit Academy 18 are performing exceptionally well. Assistant Chief Metz conducted their second evaluation at the academy and they all received a positive rating. Our team is excelling with considering other department recruits who have been dismissed from the academy.

Firefighter Harshell has notified the department of an accepted conditional offer from Medic One. We are grateful for her contributions to our team and wish her the best in her future endeavors.

Battalion Chief Jim Reed announced his retirement on August 1, 2024, after 33 years of service in the department.

The Senate Bill Report SSB 5925 has been approved, which increases the compensation limits for Fire Commissioners. This applies to fire protection districts that have an operating budget of \$10 million or more.

- Events – Saturday, May 18, 2024 (Burien Elks Lodge) the Annual Appreciation Banquet is scheduled and will take place at the Elks Lodge in Burien, from 5 - 9 PM.

Monday-Thursday, May 20<sup>th</sup> – 23<sup>rd</sup> (Three Rivers Convention Center) the 2024 Washington Fire Chiefs Annual Conference will take place in Kennewick, Washington. Chief Gay and Assistant Chief Metz will be attending this event.

- Other - Preparations for the Washington State Auditor's Annual Report filing and certification are underway for the fiscal year end of 2023 and due May 29, 2024.

As a reminder, the Board will hold a Special Meeting on May 20, 2024, due to a lack of quorum and the Memorial Day holiday.

On April 4, 2024, Wayne Britton, a former Chief, passed away at the age of 91. He was among the original twelve (12) firefighters who were hired by Burien in 1960. He served as the 4th Fire Chief of Burien from 1974 to 1979. Our team took an Engine to Wayne Britton's funeral, which was attended by many former Burien paid and Volunteer staff. The ceremony witnessed a great turnout.

### **Consent Agenda Approval.**

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

### **Meeting Minutes.**

Commissioner Hiatt moved to accept the minutes of the March 25, 2024, regular meeting as presented. Commissioner Robison seconded. Motion carried (2-0).

### **Voucher Approval for February 2024.**

Commissioner Hiatt moved to approve the April 2024 accounts payable vouchers as follows:

240401001 to 240401004 in the amount of \$518,395.33 for payment on April 30, 2024. Commissioner Robison seconded. Motion carried (2-0)

### **Unfinished Business.**

- None

### **New Business.**

Motion to excuse Commissioner Barrera Commissioner Hiatt moved to excuse Commissioner Barrera. Commissioner Robison seconded. Motion carried, 2-0.

### **Good of the Order.**

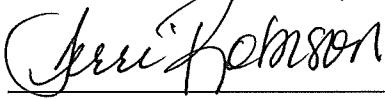
- None

As there was no further business, Commissioner Hiatt moved to adjourn. Commissioner Robison seconded. Motion carried (2-0). The meeting adjourned at 5:40 p.m.

Respectfully submitted,

  
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Secretary of the Board

  
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Chairperson, Commissioner

  
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Commissioner

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Commissioner