

# NORTH HIGHLINE FIRE DISTRICT COMMISSIONERS' MEETING



## MINUTES OF THE MAY 20, 2024 SPECIAL MEETING

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A special meeting of the Board of Commissioners of the North Highline Fire District (NHFD) was held in person and remotely on May 20, 2024, pursuant to proper notice. In attendance, via virtual meeting software GoToMeeting, was Commissioner Dominic Barrera. Attending in person were Commissioner Julie Hiatt, Commissioner Terri Robison, 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 Hiatt.

### **Flag Salute.**

Assistant Chief Wayne Metz led the Pledge of Allegiance.

### **Agenda Approval.**

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

### **Presentations / Announcements.**

#### Presentation

- Assistant Chief Metz presented the Call Reports Summary, which included 438 more calls than in 2023. The most notable calls were aid calls in response to a motor vehicle accident (MVA) involving a motorcycle, two (2) commercial fires at an apartment complex and an elementary school, a residential fire with one person being displaced, two (2) shootings both in White Center, and an aid call also involving a child in White Center.

## Announcements

- None

## **Public Comment.**

- None

## **Correspondence.**

- None

## **IAFF Local #1461**

- None

## **Commissioners' Reports.**

- Commissioner Hiatt would like to express her gratitude to the crew for their prompt response to her residence last week, and she also appreciates AID 28 for transporting her family member.
- Commissioner Hiatt is interested in attending the annual NAEFO Conference and would appreciate receiving further details about the event.

## **Financial Reports.**

The Board received copies of the **April 2024** Treasurer's Report, and the **May 2024** Accounts Payable Report.

## **Chief's Report.**

Operations - Assistant Chief Metz reported on the following:

- Training / Testing – Our firefighters took part in different testing and training events, such as the Pump Academy. Crews are also participating in the annual Live Fire refresher training and other various trainings in May. Additionally, we have 3 recruits in Recruit Academy 18 who will graduate on July 1, 2024.
- Our new hires came in for fittings and to finalize paperwork. The district hosted a Family Night last week for all the new recruits of Recruit Academy 19. They will start working on August 12, 2024, and graduate on January 22, 2025.

Fire Prevention - Assistant Chief Desmarais reported on the following:

- KC Fire Investigation Unit - Station 19 - Contract with GLY was called in for the final inspection by the Fire Department on May 30, 2024. They are nearly finished with everything.
- Assistant Chief Desmarais commented on the commercial fires mentioned by Chief Metz, stating that there have been six (6) or seven (7) instances this year where sprinklers saved lives with no loss of life.

Assistant Chief Metz reported on the following:

- Facilities - Station Improvements - Station 18 required additional asbestos abatement in the main meeting room due to the glue mastic that may have been used to seal the tiles.

Integrus retracted the Change Order for the in-house structural engineering cost to cover the expense of the bedroom wall, amounting to approximately \$6,500, due to their error.

- Equipment - The claim for the accident involving Reserve Engine 418, which occurred in White Center due to an impaired driver, has been submitted to the insurance. We have received our first repair quote of over \$40,000.
- Personnel - The four (4) recruits in Recruit Academy 18 continue to perform well. They have completed training on the fire portion and are starting EMT training.

The retirement of Battalion Chief Jim Reed was announced last month after 34 years of service in the department. His retirement will be effective this year and was forecast to be part of the 2025 budget year, which will impact the 2024 budgeted wages. His planned retirement date is August 1, 2024.

The district will participate in the annual Washington Fire Commissioners Association (WFCA) Wage and Benefit Program survey to gain as much information as possible to help with our Collective Bargaining Agreement (CBA) negotiations later in the year.

- Events – The Annual Appreciation Banquet at the Elks Lodge took place on Saturday, May 18, 2024, and was well-attended with approximately 120 RSVPs. Captain Cissell was awarded Fire Officer of the Year, and Firefighter Seth Richmond was recognized as Firefighter of the Year by their peers.

Chief Gay is attending the Washington Fire Chiefs Annual Conference in Kennewick this week. It will conclude on Wednesday, May 23, 2024.

- Other - District Secretary, Christina Parker continues to work on the Washington State Auditor's Annual Report filing and certification for the fiscal year end of 2023 due May 29, 2024.

### **Consent Agenda Approval.**

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

### **Meeting Minutes.**

Commissioner Hiatt moved to accept the minutes of the April 22, 2024, regular meeting as presented. Commissioner Robison seconded. Motion carried (3-0).

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

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

240501001 to 240501008 in the amount of \$547,005.88 for payment on May 29, 2024.

Commissioner Robison seconded. Motion carried (3-0)

### **Unfinished Business.**

- None

### **New Business.**

- None

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

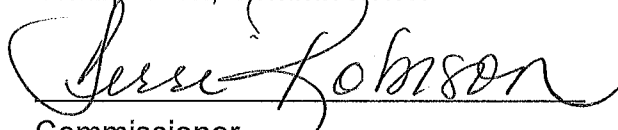
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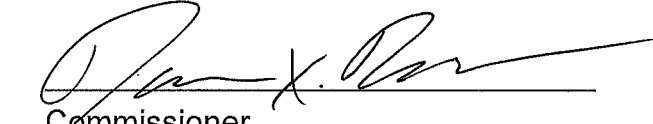
As there was no further business, Commissioner Hiatt moved to adjourn. Commissioner Robison seconded. Motion carried (3-0). The meeting adjourned at 5:24 p.m.

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