

# NORTH HIGHLINE FIRE DISTRICT COMMISSIONERS' MEETING



## MINUTES OF THE OCTOBER 28, 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 October 28, 2024, pursuant to proper notice. Attending virtually via the GoTo Meeting software was Commissioner Julie Hiatt. In person were, Commissioner Dominic Barrera, Commissioner Terri Robison, Chief Gay, Assistant Chief Ray Desmarais, and District Secretary Christina Parker.

### **Call to Order.**

The meeting was called to order at 5:01 p.m. by Commissioner Barrera.

### **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

- Chief Gay presented the Call Reports Summary in Assistant Chief Metz's absence, which included 547 more calls than in 2023. The most notable calls included a motor vehicle accident (MVA), a commercial fire in an apartment complex, and a shooting.

#### Announcements

- None

**Public Comment.**

- None

**Correspondence.**

- None

**IAFF Local #1461**

- None

**Commissioners' Reports.**

- None

**Financial Reports.**

The Board received copies of the **October 2024** Accounts Payable Report.

**Chief's Report.**

Operations

- None

Fire Prevention

Assistant Chief Desmarais reported on the following:

- Assistant Chief Desmarais provided an update on Fire Prevention Month, highlighting the efforts of the Fire Marshal's Office (FMO). The FMO is actively engaging with local schools, conducting smoke house presentations, and educating children and their families on escape plans. As part of these educational strategies, the engine companies are also participating by offering tours of the fire engines. Looking ahead to November, the FMO plans to visit daycares in the area to continue their educational outreach. Feedback from the crews involved has been positive, indicating the success of these efforts.

Chief Gay reported on the following:

- Equipment - During the King County Fire District 2 (KCFD2) commissioners meeting held on October 22, 2024, the Board initiated the procurement process to facilitate the acquisition of two new fire engines, one designated for Station 18 and the other for Station 19. The KCFD2 Board approved the execution of the contract. Payment for the

engines will be required three months prior to the scheduled pickup date, which is anticipated to be between 47 and 52 months. It is important to note that, the manufacturing timeline for these engines is estimated to be between 50 and 55 months.

- Facilities - The remaining tasks associated to the remodels are anticipated to be completed by Thanksgiving. As we proceed with the outfitting of the Meeting Room at Station 18 the meeting room should be ready to hold the District 11 Commissioners meetings at Station 18 at the start of the new year.
- Personnel - Following the preliminary agreement reached between the King County Fire District 2 (KCFD2) commissioners and Labor concerning the upstaffing Amendment, the KCFD2 commissioners passed a motion to increase the minimum staffing level, effective February 1, 2025. Chief Gay will be drafting an Amendment to the Interlocal Agreement (ILA) to present to the board for signature. This amendment will stipulate a change in the percentage of personnel costs funded by North Highline (NH) for the year 2025. This action represents the final step required to establish a permanently staffed aid car at Station 18. This development marks significant progress for our department. Chief extended his gratitude to all parties involved as this initiative will enhance service delivery to the community by providing a permanent aid car in the northern sector of our service area.

The Chief has consulted with Human Services for the Community Outreach Board (COB). Funding from the American Rescue Plan Act (ARPA) will be exhausted by 2026. Currently, we can finance the CARES car through Mobile Integrated Health (MIH) funds allocated under the existing KCEMS Levy. The available funds within our current allocation can sustain permanent staffing for the Mental Health Professional (MHP) position through the end of this levy period. If the next levy passes, it includes an increased allocation for MIH or continued support of the in-house funding for the CARES car throughout the subsequent levy term. Discussions at the KING2 board meeting proposed the possibility of establishing the MHP position as a permanent role within KCFD2, utilizing ARCA funds set to expire in 2026. We have MIH resources to integrate a Social Worker into our organization, which is invaluable for incorporating a mental health provider into our team.

Commissioner Barrera inquired about the station from which the CARES car operates. The Chief responded by stating that the CARES program office is housed at that particular station.

Collective Bargaining Agreement (CBA) negotiations remain ongoing.

Last week, we extended three conditional hire offers, all of which were promptly accepted by our top candidates. They are currently undergoing the evaluations necessary in preparation for Recruit Academy 20 (RA20). One of our recruits was taken to the Emergency Room following an accident at the recruit academy. Chief, accompanied by a representative from the CARES car went to the ER, and were present during the evaluation. The recruit has since been released back to full duty status and will be reintegrated into the academy without any loss of time. He is presently under monitoring status at the academy until Friday, October 25.

- Events – Holiday Outreach preparation will begin soon. Integrus Architecture expressed a desire to be involved in the process. They will coordinate with the Prevention office who heads the program for the District. We appreciate their gesture and look forward to their participation. The Highline Exchange Club is expected to assist with delivery, and TriMed will provide the toys for all families again this year.
- Other - Valley Communications' rate will increase to \$52.44 for each dispatchable call, representing a \$0.64 increase from last year's rate of \$51.80 per call. The company is recognized for its system capabilities. Commissioner Hiatt inquired about the potential for supporting PulsePoint within the Zone and specifically referenced the upgrade to Versaterm, asking whether it could accommodate PulsePoint. Chief Gay will follow up to obtain a response. Commissioner Hiatt also provided an overview of the PulsePoint app, which is designed to alert CPR-trained individuals nearby during a cardiac arrest event, enabling them to provide timely CPR and potentially improve survival chances.

Attachment 1: None

**Consent Agenda Approval.**

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

**Meeting Minutes.**

Commissioner Barrera moved to accept the minutes of the August 26, 2024, and September 23, 2024, regular meetings as presented. Commissioner Robison seconded. Motion carried (3-0).

**Voucher Approval for October 2024.**

Commissioner Barrera moved to approve the October 2024 accounts payable vouchers as follows:

2410001001 to 241001003 in the amount of \$372,856.67 for payment on October 31, 2024. Commissioner Robison seconded. Motion carried (3-0)

**Unfinished Business.**

- None

**New Business.**

- None

**Good of the Order.**


- None

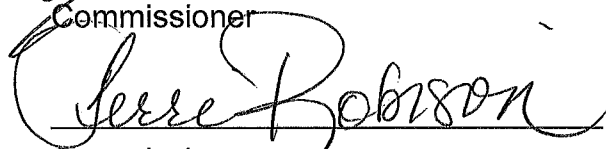
As there was no further business, Commissioner Hiatt moved to adjourn. Commissioner Barrera seconded. Motion carried (3-0). The meeting adjourned at 5:27 p.m.

Respectfully submitted,

  
Secretary of the Board

  
Chairperson, Commissioner

  
Commissioner

  
Commissioner