

NORTH HIGHLINE FIRE DISTRICT COMMISSIONERS' MEETING



MINUTES OF THE NOVEMBER 18, 2024 SPECIAL MEETING

A special meeting of the Board of Commissioners of the North Highline Fire District (NHFD) was held in person and remotely on November 18, 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 Wayne Metz, Assistant Chief Ray Desmarais, and District Secretary Christina Parker.

Call to Order.

The meeting was called to order at 5:08 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's presented the Call Summary Reports which included 507 more calls than in 2023. The most notable calls included three (3) motor vehicle accidents (MVA), a residential kitchen fire, a shooting and a stabbing.

Announcements

- None

Public Comment.

- None

Correspondence.

- None

IAFF Local #1461

- None

Commissioners' Reports.

- None

Financial Reports.

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

Chief's Report.

Operations

- Training / Testing - As of this year, the storm procedure training has been completed. Ladder 329 supported the pump academy during the big Water Day event. Additionally, four individuals have completed the Truck Academy, while one is set to begin Incident Command training. One candidate is scheduled to take the IFSAC driver pump operator test next week. Looking ahead, six (6) hires will complete their journey in the JATC program next month by passing their 3B test. On December 5, 2024, Chief Gay and Assistant Chief Metz will attend the third and final evaluation for the recruits on the fire side, after which the recruits will transition into the EMT course.

Fire Prevention

Assistant Chief Desmarais reported on the following:

- Assistant Chief Desmarais provided an update on Fire Prevention, beginning with the Holiday Outreach program. Captain George Stoess initiated this year's outreach project, which previously supported 25 families from the Department of Social and Health Services (DSHS). This year's initial list of recipients is notably low. Upon further inquiry with DSHS, it was clarified that specific eligibility criteria must be met. Several families that qualify under these criteria reside in the Willows and Mary's Place, contributing to the reduced list this year. In response, plans are underway to collaborate with these agencies and modify the delivery format for this year's outreach. Commissioner Hiatt inquired about any assistance needed for the delivery process. Chief Desmarais

indicated that while the standard support is sufficient for this year, additional help would certainly be appreciated. Commissioner Hiatt also asked about the delivery date, to which Assistant Chief Desmarais confirmed that it is scheduled for December 18, 2024. Commissioner Hiatt expressed her willingness to assist, drawing from her previous experience, and Chief Desmarais will ensure she remains informed of any updates.

Chief Gay reported on the following:

- Events – **December 18, 2024** - Holiday Outreach Delivery day of the holiday donations.
- Other - Chief Gay presented the North Highline Amendment, which pertains to the minimum staffing requirements for Station 18 concerning the addition of the Aid Car and the number of personnel assigned to that station. Additionally, the cost share ratio has increased from 20% to 29%. The Chief is requesting the Board's approval to sign the Amendment. Commissioner Barrera raised a question regarding the upstaffing, specifically inquiring whether the increase in personnel is directly related to the percentage increase in costs. Chief Gay clarified that the staffing levels correspond to the minimum requirements established for the station.
- The most recent Preliminary Levy Limit Worksheet was presented showing a slight increase but have not received the final worksheet to date and Ordinance 2152 will be sent to the Chairman of the Board for signature.

Attachment 1: FD 11 Preliminary Levy Limit Worksheet 11.07.2024

Attachment 2: ILA Amendment

Consent Agenda Approval.

Commissioner Barrera 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 October 28, 2024, Regular Board Meeting and the November 11, 2024, Special Meeting FBC Budget Hearing & Public Hearing & Budget Review.

Voucher Approval for October 2024.

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

241101001 to 241101003 in the amount of \$379,291.95 for payment on November 29, 2024. Commissioner Barrera seconded. Motion carried (3-0)

Unfinished Business.

Motion: To Approve the Amendment to the Interlocal between District #2 and District #11
Commissioner Barrera moved to approve and authorize Chairman Hiatt to sign the amendment to the ILA between King County Fire District 2 and North Highline Fire District 11. Commissioner Robison seconded. Motion carried, 3-0. A copy of the amendment is on file with the meeting minutes.

New Business.

Motion: Resolution 536 to Authorize 2025 Property Tax Increase
Commissioner Barrera moved to adopt and sign Resolution 536. Commissioner Robison seconded. Motion carried, 3-0. A copy of Resolution 536 is on file with the meeting minutes.

Motion: Resolution 537 to Levy 2025 Property Taxes
Commissioner Barrera moved to approve Resolution 537 and authorize Commissioner Hiatt to sign the Levy Request Certificate for 2025. Commissioner Robison seconded. Motion carried (3-0). A copy of Resolution 537 is on file with the meeting minutes.

Motion: Resolution 538 to Impose a 2025 Fire Benefit Charge
Commissioner Barrera moved to approve and sign Resolution 538 to Impose a 2025 Fire Benefit Charge of \$2,250,000. Commissioner Robison seconded. Motion carried (3-0). A copy of Resolution 538 is on file with the meeting minutes.

Motion: Resolution 539 Operating Budget
Commissioner Barrera moved to approve and sign Resolution 539 adopting an Operating Budget for the 2025 year based on the levy figures received from King County. Commissioner Robison seconded. Motion carried (3-0). A copy of Resolution 539 is on file with the meeting minutes.

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 5:25 p.m.


Respectfully submitted,



Secretary of the Board



Chairperson, Commissioner



Commissioner

Commissioner