

NORTH HIGHLINE FIRE DISTRICT COMMISSIONERS' MEETING



MINUTES OF THE DECEMBER 30, 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 December 30, 2024, pursuant to proper notice. Attending virtually via the GoTo Meeting software was Commissioner Julie Hiatt and Commissioner Dominic Barrera. In person were, 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 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

- Chief Gay delivered the Call Reports in place of Assistant Chief Metz. As of today, a total of 13,125 calls have been recorded, with one day left in the calendar year. This marks an increase from the 12,549 calls logged in 2023. Detailed call reports for 2024 will be presented by Assistant Chief Metz at the next meeting.

Announcements

- None

Public Comment.

- None

Correspondence.

- None

IAFF Local #1461

- None

Commissioners' Reports.

- Commissioner Hiatt announced that the King County Fire Commissioners Association (KCFCA) will hold a special session to swear in officers at Station 28 on Wednesday, January 15, 2025, at 7 PM.

Financial Reports.

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

Chief's Report.

Operations

- Battalion Chief Anderson and Zimnisky have completed their ICS Instructor course and are now certified Zone 3 Incident Command instructors for the Blue Card training program.

Fire Prevention

Assistant Chief Desmarais reported on the following:

- Assistant Chief Desmarais announced that Captain Troy Harris is transitioning from the Inspector's Office back to shift work. Additionally, Captain Mativa Lemanu will be joining the Fire Marshals Office (FMO) in the Inspectors' office starting in January 2025. We look forward to working with him in this new role.

Chief Gay reported on the following:

- Reimbursement from the insurance company for the aid car and engine accidents, has been received.

- The new F250 training truck, has arrived and will soon be ready for use.
- Facilities - The remaining tasks for the station remodels include a few minor items. Final payouts are being processed for payment. Once the architects receive photos of the last minor adjustments, they will approve the release of the retainage funds, resulting in the completion of the remodels.
- There will be an upcoming update for Valley Communications. The dispatch platform currently in use will be changing. The Districts IT representative indicated that an upgrade to the firewall is necessary. Further information will be provided once the IT department determines the cost of the upgrade.
- Personnel - The five recruits in RA19 are currently 2-3 weeks into the EMT training portion of the academy. It has been confirmed that all recruits have passed their first test.

Collective Bargaining Agreement (CBA) negotiations are proceeding to mediation.

- Events – Holiday Outreach provided services to 18 families, in the North Highline area except for two families in the Burien area. Santa was present at each delivery stop this year, despite the lower number of families served.

The Christmas Outreach delivery took place on Wednesday (12/18), reaching 18 families to provide holiday assistance. Thank you letters will be sent to Integrus Architecture, Highline Exchange Club, and TriMed Ambulance. Additionally, recognition is given to Captain Stoess in Prevention for the significant planning and organization that contributed to the success of the event. This year, \$7,330 was received from 36 charitable donors. Thank you letters will also be sent to those for whom contact information is available, and a post will be made on the organization's website.

- Other - The Chief expressed gratitude to the Board for their contributions during his first year in the role as Chief, noting the insights shared, viewpoints, and knowledge gained during this time. There is anticipation for another year of collaboration and leadership within the department.

Attachment 1: RA 19 Graduation Flyer

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 November 18, 2024, as presented. Commissioner Robison seconded. Motion carried (3-0).

Voucher Approval for October 2024.

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

241201001 to 241201012 in the amount of \$475,460.59 for payment on December 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 5:15 p.m.


Respectfully submitted,



Secretary of the Board



Chairperson, Commissioner



Commissioner

Commissioner