



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

BUSINESS: 425-354-1780 FAX: 425-354-1781

RESOLUTION NO. 20-03

A RESOLUTION OF THE COMMISSION OF NORTHSHORE FIRE DEPARTMENT (THE "DISTRICT") PROHIBITING IN-PERSON MEETINGS SUBJECT TO RCW 42.30 AND PROVIDING AN OPTION FOR THE PUBLIC TO CONTINUE TO ATTEND THE PROCEEDINGS REMOTELY BASED UPON A DECLARATION OF PUBLIC EMERGENCY DUE TO THE OUTBREAK OF COVID-19.

WHEREAS, COVID-19, a respiratory disease that can result in serious illness or death to vulnerable or at-risk populations, is caused by the SARS-CoV-2 virus, which is a new strain of coronavirus that had not been previously identified in humans and can easily spread from person-to-person;

WHEREAS, the United States Centers for Disease Control and Prevention (the "CDC") identifies the potential public health threat posed by COVID-19 both globally and in the United States as "high," and has advised that person-to-person spread of COVID-19 will continue to occur globally, including within the United States;

WHEREAS, on January 31, 2020, the United States Department of Health and Human Services Secretary declared a public health emergency for COVID-19, beginning on January 27, 2020;

WHEREAS, on February 29, 2020, Governor Jay Inslee proclaimed a state of emergency within the State of Washington due to COVID-19;

WHEREAS, on March 13, 2020, the President of the United States declared a National Emergency concerning the COVID-19 outbreak;

WHEREAS, on March 24, 2020, Governor Inslee issued Proclamation 20-28, which, in part, prohibited public agencies subject to RCW 42.30 from conducting any meeting subject to RCW 42.30 unless the meeting (i) was not conducted in-person and instead provided an option(s) for the public to attend the proceedings through, at minimum, telephonic access, and may also include other electronic, internet, or other means of remote access, and (ii) provided the ability for all persons attending the meeting to hear each other at the same time. Proclamation 20-28 also prohibited public agencies from taking "action" as defined in RCW 42.30.020 unless the matters were either (i) necessary and routine, or (ii) necessary to respond to the COVID-19 outbreak (collectively, "Meeting Substance Restrictions");

WHEREAS, on March 30, 2020, the District adopted Resolution 20-01 declaring an emergency, authorizing emergency powers, and delegating authority to the Fire Chief in response to the outbreak of COVID-19;

WHEREAS, in response to Proclamation 20-28, the District implemented a procedure for its Board of Commission meetings whereby the meetings have been conducted with all District Commissioners and senior staff present remotely utilizing a video and/or teleconference link provided by Zoom and a phone call-in number with an access code. Notice of these remote procedures has been posted near the door of the District Office and on the District's website. Collectively, these are the "Remote Meeting Procedures;"

WHEREAS, RCW 42.30.077 requires that public agencies make the agenda of each regular meeting of its governing body available online no later than twenty-four hours in advance of the published start time of the

meeting. As a matter of internal policy, the District finalizes its agenda for meetings five days prior to each regular Board of Commissioners meeting. The contents of these agendas form the basis for the District's meeting notices;

WHEREAS, Governor Inslee has amended and extended Proclamation 20-28 several times, most recently on May 29, 2020, by way of Proclamation 20-28.4. Proclamation 20-28.4 provides that language from specific statutory provisions found in RCW 42.30 are waived and suspended as provided therein until 11:59 p.m. on June 17, 2020; provided, however, on June 17, 2020, the legislature extended the waivers in this Proclamation until July 1, 2020. The restriction to matters that are only (i) necessary and routine, or (ii) necessary to respond to the COVID-19 outbreak was not included in Proclamation 20-28.4, meaning that the Meeting Substance Restrictions were no longer in effect as of May 29, 2020;

WHEREAS, on March 23, 2020, Governor Inslee issued Proclamation 20-25 "Stay Home – Stay Healthy." This Proclamation generally required that all people in Washington State immediately cease leaving their home except to conduct or participate in essential activities or for employment in essential business services. It further required that all people in Washington State immediately cease participating in all public and private gatherings and multi-person activities, regardless of the number of people involved;

WHEREAS, on May 4, 2020, Governor Inslee issued Proclamation 20-25.3, which amended earlier Proclamations, including Proclamation 20-25, and established a four-phased approach to reopening Washington State. This approach is called "Safe Start Washington" (the "Plan"). Under Phase I of the Plan, no gatherings are allowed. Under Phase II of the Plan, gatherings of no more than five people outside of one's household are allowed. Under Phase III of the Plan, gatherings with no more than fifty people are allowed. Under Phase IV of the Plan, gatherings with more than fifty people are allowed. Each phase is to last for a minimum of three weeks;

WHEREAS, on May 29, 2020, Governor Inslee issued Proclamation 20-25.4 "Transition from 'Stay Home - Stay Healthy' to 'Safe Start - Stay Healthy' County-By-County Phase Reopening." This Proclamation provides that beginning on June 1, 2020, the Plan will be applied on a county-by-county basis. It further provides that a county that has been in Phase I or II for three weeks may apply to the Secretary of Health to move to the next phase;

WHEREAS, on June 19, 2020, the State of Washington approved King County's application to move into Phase II under the Plan. Under Phase II, gatherings of no more than five people are allowed. This Phase will last a minimum of three weeks;

WHEREAS, based upon the current application of the Plan, King County is not expected to move into Phase III, which allows gatherings of up to fifty people, until sometime after July 10, 2020;

WHEREAS, the Plan provides that under all phases, individuals should engage in physical distancing of at least six feet away from other people and wear cloth face coverings in public places. Although not required, King County Public Health has recommended that all people wear fabric masks in public. Moreover, the District is developing a reopening plan and policies that will include elements regarding personal protective equipment;

WHEREAS, RCW 42.30.040 provides that a member of the public shall not be required, as a condition of attendance at a meeting of a governing body, to register his or her name and other information, or otherwise to fulfill any condition precedent to his or her attendance;

WHEREAS, pursuant to Proclamation 20-28 and its amendments, the District has established the Remote Meeting Procedures and arranged for remote attendance by the public at those meetings. The District's remote meetings and Remote Meeting Procedures have become unexceptional;

WHEREAS, while Proclamation 20-28 and its amendments have been in effect, the District has experienced an increase in public engagement at its meetings that are subject to RCW 42.30 that have been held remotely in conformance with Proclamation 20-28, as amended;

WHEREAS, the District is concerned that when the waivers contained in Proclamation 20-28.4 expire on July 1, 2020, King County will still likely be in Phase II under the Plan, in which no more than five people will be

allowed to gather, meaning the five members of the Board of Commissioners in addition to the Fire Chief would exceed the limitation; and

WHEREAS, the District desires to continue conducting meetings that are subject to RCW 42.30 during the COVID-19 outbreak in a manner that allows for public participation with the fewest restrictions.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the District, State of Washington, that the District hereby ratifies the Remote Meeting Procedures it has established under Proclamation 20-28 regarding remote attendance for meetings subject to RCW 42.30, the Open Public Meetings Act. For purposes of clarity, the Remote Meeting Procedures do not include the Meeting Substance Restrictions.

BE IT FURTHER RESOLVED that:

1. Recitals. The foregoing Recitals are expressly adopted herein.

2. Duration. This Resolution shall be in effect from July 1, 2020 until the seventh day after King County enters Phase III of the Plan, or as otherwise amended or rescinded by action of the Commission. The seven intervening days after King County enters Phase III of the Plan will allow the District to finalize its agenda and provide proper notice to the public of its meeting procedure.

PASSED AND ADOPTED by the Commission of Northshore Fire Department in open session on the 24th day of June 2020, and duly authenticated by the signatures of the Commissioners voting in favor thereof.

BOARD OF COMMISSIONERS:

RICHARD VERLINDA, Commissioner

JOSH PRATT, Commissioner

DON ELLIS, Commissioner

RICHARD WEBSTER, Commissioner

DAVID MAEHREN, Commissioner

ATTEST:

KATE HANSEN, District Secretary

Board of Commissioners

From: [Dave Maehren](#)
To: [Kate Hansen](#)
Subject: RE: Electronic Signature - Resolution 20-03 CORRECTED VERSION
Date: Friday, June 26, 2020 5:08:10 PM
Attachments: [image002.png](#)
[image001.png](#)
[image003.png](#)
[image005.png](#)
[image007.png](#)

The following document is Approved and Electronically Signed this 26th day of June, 2020, by Commissioner David C. Maehren.

- **Resolution 20-03 (Prohibiting In-Person Meetings)**

David Maehren
Fire Commissioer – Board Chair
Northshore Fire Department
Business Office 425.354.1780
Cell 206 604-3683



Proudly Serving the Citizens of Kenmore and Lake Forest Park

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From: Kate Hansen
Sent: Friday, June 26, 2020 1:50 PM
To: Commissioners <e-mailcommissioners@northshorefire.com>
Cc: Greg Ahearn <gahearn@northshorefire.com>
Subject: Electronic Signature - Resolution 20-03 CORRECTED VERSION

Good Afternoon Commissioners,

It has come to my attention that the approved version of Resolution 20-03 is different than the version that was previously distributed for your electronic signature. Attached please find the updated version of Resolution 20-03 which contains the corrections that were discussed and approved in the June 24th Special Meeting. Please respond to this e-mail at your earliest convenience using the verbiage below:

The following document is Approved and Electronically Signed this ___ day of ____, 2020, by Commissioner _____.

- **Resolution 20-03 (Prohibiting In-Person Meetings)**

Thank you,

Kate Hansen

Administrative Specialist
Northshore Fire Department
7220 NE 181st St., Kenmore, WA 98028
Office: 425-354-1780
Direct: 425.354.1779
khansen@northshorefire.com



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From: [Josh Pratt](#)
To: [Kate Hansen](#)
Subject: RE: Electronic Signature - Resolution 20-03 CORRECTED VERSION
Date: Friday, June 26, 2020 7:44:59 PM
Attachments: [image002.png](#)
[image004.png](#)
[image006.png](#)
[image008.png](#)

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From: [Rick Verlinda](#)
To: [Kate Hansen](#)
Subject: Re: Electronic Signature - Resolution 20-03 CORRECTED VERSION
Date: Saturday, June 27, 2020 10:54:37 AM
Attachments: [image001.png](#)
[image003.png](#)
[image005.png](#)
[image007.png](#)

The following document is Approved and Electronically Signed this 27th day of June, 2020, by Commissioner Rick Verlinda.

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From: [Richard Webster](#)
To: [Kate Hansen](#)
Subject: RE: Electronic Signature - Resolution 20-03 CORRECTED VERSION
Date: Saturday, June 27, 2020 11:29:58 AM
Attachments: [image002.png](#)
[image004.png](#)
[image006.png](#)
[image008.png](#)

The following document is Approved and Electronically Signed this 27th day of June, 2020, by Commissioner Rick Webster.

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