

**MINUTES OF THE JANUARY 9, 2024 SPECIAL MEETING  
OF THE BOARD OF COMMISSIONERS OF KING COUNTY FIRE DISTRICT NO. 2**

A special meeting of the Board of Commissioners of King County Fire District No. 2 was held on January 9, 2024, at Headquarters Station 28, commencing at 5:02 p.m., pursuant to proper notice. District officials in attendance, either in person or pursuant to virtual meeting software GoTo Meeting were Commissioners Chris Elwell, Ted Sitterley and Mike Ziegler, Fire Chief Jason Gay, Assistant Chief (AC) Wayne Metz, Finance Manager Charles Chen, and District Secretary Eric Quinn, and several others as reflected on the attached attendance roster.

- I. **CALL TO ORDER AND FLAG SALUTE.** Chair Elwell called the meeting to order at 5:02 PM and led the Board in the Pledge of Allegiance.
- II. **AGENDA APPROVAL.** Commissioner Sitterley moved to approve the agenda as presented and Chair Elwell seconded the motion. The motion carried 3-0.
- III. **PRESENTATIONS/ANNOUNCEMENTS.**

**Presentations.** There were none.

**Announcements.**

- 1. On January 10, 2024, there will be a King County Fire Commissioners Association Membership Meeting at 7 PM. This meeting will focus on the Nominations and Elections for the 2024 Board.
- 2. The graduation ceremony for Recruit Class 17 from the Firefighter Training Academy is scheduled for January 18, 2024. It will be held at the River of Life Fellowship, located at 10615 SE 216th Street, Kent, WA 98031, starting at 18:00.
- 3. Legislative Day will take place in Olympia, WA, at the Helen Sommers Building on January 23, 2024.

- IV. **PUBLIC COMMENT.** There was none.
- V. **CORRESPONDENCE.** There was none.
- VI. **I.A.F.F. LOCAL 1461 COMMENTS.** There were none.
- VII. **ADMINISTRATION REPORTS.** Chief Gay delivered the chief's report as follows:

**OPERATIONAL UPDATE:** Chief Metz provided the operational update. A residential fire occurred at a hoarder house where vagrants were inside the building. The cause of the fire is believed to be accidental. The District has seen an increase in calls, up by

294 for the year, which is a 2.4% increase from the previous year. New CPR requirements are set to come into effect on January 17, 2024.

**FIRE PREVENTION UPDATE:** No report was provided from the fire prevention department.

**FACILITIES:** Remodeling of Stations 18 and 19 has begun. A temporary wall has been constructed, and some beams have been discovered. A structural meeting is planned to address these findings.

**EQUIPMENT:** The new A318 has been put into service. It is being used as the frontline equipment for Station 28 to ensure any potential issues are identified and addressed. A318 is currently operational and on the road.

**PERSONNEL:** An additional academy slot has been granted for RA19, bringing the total to 5. There is a current personnel issue, and a request for an executive session has been made to discuss this matter, expected to last about 10 minutes.

Commissioner Elwell had previously requested a job description and responsibilities for the vacant Chaplain position. This request is still being processed and is noted for the record.

**EVENTS:** The graduation for Recruit Academy 17 is scheduled for January 18 at 1800 hours (6:00 PM) at River of Life Fellowship, located at 10615 SE 216th St, Kent. Three recruits from this class are set to graduate.

**OTHER:** Included in the packets is a surplus declaration list, which encompasses the former iPad, iPhone, and laptop of Chief Marrs. Approval for this declaration of surplus is sought. Additionally, the department received a check for \$112,617.75 from King County for 2022 MIH expenses, which has been receipted and deposited. Last month, a check for \$178,677.96 was received for the 2023 MIH expenses (January to November), bringing the total for the MIH program to \$291,295.71. Last week, an invoice was submitted to King County for the December 2023 MIH expenses in the amount of \$16,124.31, and all is proceeding well on this front.

Chair Elwell had previously requested that we research the current per diem rates. This has occurred and a motion may be placed before the Commissioners at the next meeting.

Commissioner Sitterley inquired as to security cabinets for the rigs. This is a work in progress.

That concluded the Chief's Report.

**VIII. CONSENT AGENDA APPROVAL.**

Commissioner Sitterley moved to approve the consent agenda, which includes the following items:

1. The January 9, 2024 Chief's Report
2. The Meeting Minutes from the December 19, 2023 Regular Board Meeting
3. The approval of a Declaration of Surplus for obsolete and/or damaged equipment that is not serviceable for current operations, as detailed in the attached list

Commissioner Ziegler seconded the motion, which carried 3-0.

**IX. UNFINISHED BUSINESS.** There was none.

**X. NEW BUSINESS.** There was none.

**XI. EXECUTIVE SESSION.** Chair Elwell announced that the Board would convene into executive session to review the performance of a public employee per RCW 42.30.110(1)(g). Chair Elwell announced that ten minutes would be needed for executive session. The Board recessed for five minutes to move participants over to executive session. Executive session convened at 5:20 PM to conclude at 5:30 PM unless extended by the Board. The executive session concluded at 5:30 PM.

**XII. NEW BUSINESS Cont'd**

Commissioner Sitterley moved to terminate the employment of Firefighter William Awadjie, with termination to be effective as of 0700 January 15, 2024. The Employee may resign employment in lieu of termination no later than 0700 January 15, 2024.

Commissioner Ziegler seconded the motion, which carried 3-0.

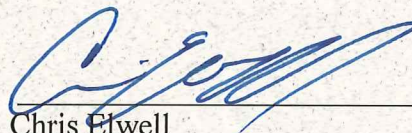
**XIII. GOOD OF THE ORDER.** There was none.

**XIV. ADJOURNMENT.** Commissioner Sitterley moved to adjourn the meeting at 5:31 PM.

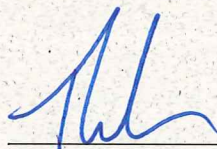
Commissioner Ziegler seconded the motion, which passed 3-0.



Minutes Approved: 1/23/2024



Chris Elwell  
Chairman



Ted Sitterley  
Commissioner



Mike Ziegler  
Commissioner

ATTEST:



[Eric Quinn \(Jan 24, 2024 13:56 PST\)](#)

Eric T. Quinn, District Secretary

ATTACHMENTS: See 1/9/2024 email from CC

- Attendance Roster
- January 9, 2024 Agenda
- Chief's Report
- KCFCFA Meeting Notice for Nominations and Elections
- RA Announcement
- Per Diem GSA Rates Document
- Surplus List for 1-9-2024 Meeting

January 9, 2024






# KCFD2\_Board Meeting Minutes\_2024.01.09

Final Audit Report

2024-01-24

Created:	2024-01-24
By:	Charles Chen (cchen@king2fd.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAPk21UMPXZixfmEQJcCqVgd52bZ01fdC

## "KCFD2\_Board Meeting Minutes\_2024.01.09" History

-  Document created by Charles Chen (cchen@king2fd.org)  
2024-01-24 - 5:07:26 PM GMT
-  Document emailed to Eric Quinn (ericquinn@firehouselawyer2.com) for signature  
2024-01-24 - 5:08:06 PM GMT
-  Email viewed by Eric Quinn (ericquinn@firehouselawyer2.com)  
2024-01-24 - 9:56:33 PM GMT
-  Document e-signed by Eric Quinn (ericquinn@firehouselawyer2.com)  
Signature Date: 2024-01-24 - 9:56:54 PM GMT - Time Source: server
-  Agreement completed.  
2024-01-24 - 9:56:54 PM GMT