

**MINUTES OF THE NOVEMBER 7, 2023 REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF KING COUNTY FIRE DISTRICT NO. 2**

A regular meeting of the Board of Commissioners of King County Fire District No. 2 was held on November 7, 2023, at Headquarters Station 28, commencing at 5:00 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, Alexis Entrialgo and Ted Sitterley, Fire Chief Jason Gay, Former Fire Chief Mike Marrs, Finance and HR Manager Trina Norsen, Assistant Chief (AC) Ray Desmarais, 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 5:00 PM and led the Board in the Pledge of Allegiance.

II. **AGENDA APPROVAL.** Commissioner Sitterley moved to approve the agenda as presented and Commissioner Entrialgo seconded the motion. The motion carried 3-0.

III. **PRESENTATIONS/ANNOUNCEMENTS.**

Presentations. There were none.

Announcements. There were none.

IV. **PUBLIC COMMENT.** There was none.

V. **CORRESPONDENCE.** There was none.

VI. **I.A.F.F. LOCAL 1461 COMMENTS.** President Matt Ready had nothing to report.

VII. **ADMINISTRATION REPORTS.** Chief Gay delivered the chief's report as follows:

OPERATIONS: AC Metz was unable to attend. Consequently, there was no report from operations.

PREVENTION UPDATE: AC Desmarais provided the fire prevention update. The City of Burien interviewed someone for the Building Official position today. We have had a fair number of fire calls lately. There was an arson near St. Vincent De Paul. There was a tent-encampment fire recently (one tent). Christmas Outreach is in the works. AC Desmarais spoke highly of the exchange program and their involvement in Christmas Outreach.

FACILITIES:

1. **Apparatus Bay Door Repair:** The broken glass pane in the apparatus bay door has been successfully replaced.
2. **Safety Panel Proposal:** Enclosed in the Commissioners packets is a quotation, along with a CAD drawing, from Door Engineering. This is for the procurement of safety panels for the lower sections of our apparatus bay doors. These panels are intended to deter theft attempts and enhance the safety of our personnel. A motion for the approval of this purchase is scheduled under new business.
3. **LNI Investigation Report:** Also included in the commissioner packets are the findings from the LNI investigation concerning the live fire exercise at Station 68. Two penalties, totaling \$8,000, were imposed on PSRFA. As the principal entity of the training consortium, PSRFA was held accountable. The investigation details and revised protocols for future live fire training exercises have been duly posted on our station safety boards, as mandated, for a period of seven days.

EQUIPMENT:

1. **Media Coverage on Equipment Theft:** A news story by KOMO-TV, included in the commissioner packets, reports on thefts targeting first responders, in which our department was unfortunately involved (though not named explicitly). The report details the theft of our equipment and its subsequent use in an attempted ATM break-in. Theft is becoming a very serious issue throughout King County. Chair Elwell inquired as to how locking doors when at scenes may impact operations. The compartments on the apparatus, at present, do not lock, and we are working on retrofitting apparatus to permit full locking on apparatus.
2. **Equipment Replacement Quotes:** The commissioners would find a quotation from LN Curtis for the replacement of the stolen Blitzfire ground monitor and nozzles. A claim for the cost of the Blitzfire (\$5,302.14) has been filed with district insurance, which has confirmed a payment of \$4,302.14, after accounting for a \$1,000 deductible.
3. **Bunker Gear Acquisition:** Additionally, a quotation from SeaWestern Fire Fighting Equipment is provided for the refitting of four firefighters with bunker gear, which has a lifespan of 10 years. A motion to approve this purchase is on the agenda.
4. **Surplus Hose Motion:** Included is a list of defective hoses, identified during the annual hose testing and based on their service life as per NFPA 1962 recommendations. A motion to declare these hoses as surplus is sought.

PERSONNEL: Welcome aboard, Madi Simpson, as our new HR administrative assistant! An executive session is being proposed to finalize Fire Chief Gay's contract.

EVENTS: Nothing under Events.

OTHER:

1. **2024 Budget Preparation:** The preparation for the 2024 budget is progressing smoothly, under the capable management of Trina and Charles.
2. **Commissioner's Position #1 Election:** The election process for the Commissioner's Position #1 is currently underway. We extend our best wishes to all candidates and eagerly await the outcome.

That concluded the Chief's Report.

VIII. CONSENT AGENDA APPROVAL.

Commissioner Sitterley moved to approve the consent agenda as follows:

Chief's Report
Meeting Minutes:

- Minutes of the October 24, 2023 Special Board Meeting
- Minutes of the November 1, 2023 Special Board Meeting

Approve Declaration of Surplus for obsolete and/or damages equipment not serviceable for current operations (list attached)

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

IX. UNFINISHED BUSINESS. There was none.

X. NEW BUSINESS.

1. Commissioner Sitterley moved to approve and authorize Chief Gay to purchase Firefighting Equipment for re-fitting four existing Fire Firefighters, with the purchase to be made from SeaWestern, for a total price not to exceed \$16,700.00. Commissioner Entrialgo seconded the motion, which passed 3-0.
2. Commissioner Sitterley moved to approve and authorize Chief Gay to pay for the repair and upgrade of the Station 28 Bay Doors, with the purchase to be made from Door Engineering and Manufacturing for a total price not to exceed \$5,146.80. Commissioner Entrialgo seconded the motion, which passed 3-0.

- XI. **EXECUTIVE SESSION.** Chair Elwell announced the need for an executive session for purposes of professional negotiations, pursuant to RCW 42.30.140 (4)(b). Chair Elwell announced that the executive session would last for 30 minutes, to conclude at 5:55 PM. Present were District Secretary Quinn, the Board, Trina Norsen, Mike Marrs, Chief Gay and Charles Chen. The ES was extended for 30 minutes at 5:55 PM, to conclude at 6:25 PM unless extended. The ES was extended for an additional 30 minutes at 6:25 PM, to conclude at 6:55 PM unless extended. Executive session concluded at 6:55 PM.

The Board took no action after concluding executive session.

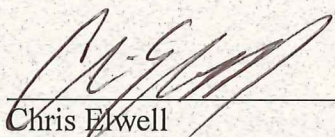
- XII. **GOOD OF THE ORDER.** Commissioner Entrialgo took the opportunity to thank crew members for helping her friend's son. She specifically thanked district firefighters Chris Reed, Tyrone Guadiz and William Awadjie, and Medic One paramedics Michael Farrell and Julie Aldrich.

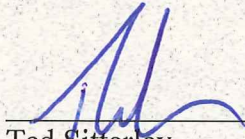
Commissioners Elwell and Entrialgo were provided with awards for their participation in the NAEFO conference. Commissioner Entrialgo asked whether the next meeting is set for November 21. The answer to that was yes. Commissioner Entrialgo indicated that she would be attending the November 21 meeting remotely.

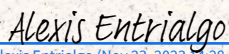
- XIII. **ADJOURNMENT.** Commissioner Sitterley moved to adjourn the meeting at 6:59 PM.

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

Minutes Approved: Nov 21, 2023


Chris Elwell
Chairman


Ted Sitterley
Commissioner


Alexis Entrialgo (Nov 23, 2023 14:28 PST)
Alexis Taylor Entrialgo
Commissioner

November 7, 2023

ATTEST:



Eric T. Quinn, District Secretary

ATTACHMENTS:

- Agenda
- Komo News Story
- Quotes from SeaWestern and Door Engineering and Manufacturing
- Attendance Roster
- Citation and Notice of Assessment to Puget Sound Regional Fire Authority
- SKCFTC Safety Directive

November 7, 2023







11.07.2023 KCFD2 Meeting Minutes

Final Audit Report

2023-11-23

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