

**MINUTES OF THE APRIL 2, 2024 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 April 2, 2024, at Headquarters Station 28, commencing at 5:01 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) 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 5:01 PM and led the Board in the Pledge of Allegiance.
- II. **AGENDA APPROVAL.** Commissioner Sitterley moved to approve the agenda as presented and Commissioner Ziegler seconded the motion. The motion carried 3-0.
- III. **PRESENTATIONS/ANNOUNCEMENTS.**

Presentations. There was none.

Announcements.

- April 15th – Chief Gay provided a final reminder to the Commissioners to file Form F-1 Personal Financial Affairs Statement with the Public Disclosure Commission
- April 19 – There will be a Procurement Law Update Seminar presented by Brian Snure (Zoom Webinar)
- May 31 – There will be a Fire Commissioners’ & Fire Chief’s Legal Update presented by John K. Murphy JD at Campbell’s Resort (Chelan)
- June 1st – There will be a WFCA Seminar for Strategic Planning at Campbell’s Resort (Chelan)
- October 23-26 – WFCA Annual Conference at the Davenport Grand (Spokane)

Chief Gay implored the commissioners to inform him if they wished to attend the aforementioned training opportunities.

- IV. **PUBLIC COMMENT.** There was none.
- V. **CORRESPONDENCE.** There was none.
- VI. **I.A.F.F. LOCAL 1461 COMMENTS.** President Matt Ready expressed his appreciation to Chief Gay for attending the LERA conference. It was a good opportunity to hear the perspective of mediators and arbitrators. Chair Elwell stated that LERA was excellent this year.
- VII. **ADMINISTRATION REPORTS.** Chief Gay delivered the chief’s report as follows:

OPERATIONS:

AC Wayne Metz is on vacation and therefore did not provide an operational update.

FIRE PREVENTION UPDATE:

AC Desmarais spoke briefly about Knox box installations on all of the rigs. Other than that, it was “business as usual.” Chair Elwell wondered whether building permits were up or down compared to last year.

FACILITIES:

As for an update on Station 18 and 19 tenant improvements: Station 19 is looking great. They were able to demo the floor at Station 18. The substantial completion date on Station 18 is likely going to be moved based upon some demolition and other construction issues causing some delay. Substantial completion on Station 18 is looking like it will be June 10. Station 19 will be responding out of Station 28 starting on April 8, 2024. This could last until mid-late May. Station 19’s substantial completion date is likely to be May 31.

EQUIPMENT:

There is an invoice from Systems for Public Safety. The District is looking into getting A328 paint repairs completed at Braun, following a backing accident on April 2. The District is contacting its insurance carrier about covering the cost of this repair.

AC Desmarais briefly discussed construction of a new smoke house, with that to be administered by the skills center. The District is looking to downsize from a two-story smoke house to a one-story smoke house. Chair Elwell inquired as to whether this may constitute a public work. Attorney Quinn indicated that he would follow up with Chief Gay.

PERSONNEL:

The WFCA spring seminar on March 23 was a great opportunity for learning. There was also great learning at the LERA conference.

Chief Gay will have the annual evaluations sent to the commissioners shortly.

There is a King County Medic One employee leaving. Said employee should be here until June.

EVENTS:

Chief Gay reminded the commissioners about the Annual Appreciation Banquet on May 18. Save the date!

OTHER:

Chief Gay talked about the benefit of having new individuals in the office and how that improves administration. Madi Simpson talked about Box.com, which is a Cloud-based storage service that the district is already using. Madi discussed the potential for Box.com to be used for the issuance of pay stubs electronically, rather than sending out paper pay stubs. Every individual would have secure access to their pay stubs.

AC Metz has become a new member of the LEOFF 1 pension board. Chief Gay congratulated him.

Chief Gay made a mention that former Chief Wayne Britton is in poor health and may pass soon.

Our radios are having preventative maintenance performed by PSERN on April 2-3. The District will be the first in the zone to receive the preventative maintenance.

Chief Gay discussed the FIIRE program, which is a program the District can enroll in to reduce the incidence of firefighter occupational injuries. Departments can participate in a one-year trial with the FIIRE program and that can result in a 10% premium reduction in each year of participation in the program.

King County EMS Levy meetings are underway. The levy needs to go on the ballot by the City of Burien in 2025. The levy meetings consist of the levy task force, BLS, ALS and Regional Services. Chief Gay reached out to the mayor of Burien about assisting in the process. Chair Elwell opined that hopefully the mayor would assign a City designee to be involved in this process.

Chief Gay provided a chart showing total time saved by virtue of having a CARES car on the scene rather than an apparatus specific for EMS. The chart demonstrated that out-of-service time for District EMS apparatus is reduced by having the CARES car available. Chief Gay also discussed how information about the CARES car is posted online.

Chief Gay wondered whether we can move the April 16 meeting to April 23. The commissioners indicated that they are amenable to that.

That concluded the Chief's Report.

VIII. CONSENT AGENDA APPROVAL.

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

1. Chief's Report
2. Meeting Minutes: Minutes of the March 19, 2024 Regular Board Meeting

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

IX. UNFINISHED BUSINESS. There was none.

X. NEW BUSINESS. There was none.


XI. EXECUTIVE SESSION. No executive session was needed.

XII. GOOD OF THE ORDER. There was none.

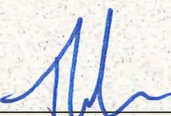
XIII. ADJOURNMENT. Commissioner Sitterley moved to adjourn the meeting at 5:36 PM.

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

Minutes Approved: 4/23/2024


Chris Elwell (Apr 27, 2024 07:07 PDT)

Chris Elwell
Chairman


Ted Sitterley
Commissioner


Mike Ziegler
Commissioner

April 2, 2024

ATTEST:



Eric T. Quinn, District Secretary

ATTACHMENTS:

- Attendance Roster
- April 2, 2024 Agenda
- Chief's Report
- Incident/Call Summary Reports
- Training Information Pamphlets/Forms
- PSERN Billing Letter
- Systems for Public Safety Invoice

April 2, 2024

04.23.2024 KCFD2 Meeting Minutes_Need E-Signature

Final Audit Report

2024-04-27

Created:	2024-04-25
By:	Charles Chen (cchen@king2fd.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAATCPBLd5syMtHUMzkxjJ_yrUIPStYta95

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2024-04-25 - 0:16:29 AM GMT
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2024-04-25 - 0:16:34 AM GMT
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2024-04-27 - 2:06:47 PM GMT
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