

**MINUTES OF THE APRIL 23, 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 April 23, 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) Wayne Metz, 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.** Commissioner Elwell, attending virtually, requested that Commissioner Sitterley act as chair for the meeting. Commissioner Sitterley 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. AC Metz presented the call summary reports. Compared to the first quarter of last year, the District is up 398 calls. There were four notable incidents over the last month. AC Metz discussed those. One incident involved a vehicle extrication. There was also an incident involving drivers that were injured at least partially because they were not wearing their seat belts. There was also a commercial fire. There were no questions from the Board.

Announcements.

- A reminder: On June 1st, the WFCFA Seminar for Strategic Planning will take place at Campbell's Resort in Chelan.
- Save the date: The KCFCA Annual Leadership Summit will be held from September 17th to 19th at Clearwater Casino & Resort in Suquamish.

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

OPERATIONS:

AC Metz provided an update on training in various respects. There will be training on rescue-swimming and confined-space rescue, to name a couple of training opportunities.

FIRE PREVENTION UPDATE:

AC Desmarais indicated that there has been a strain of fires up north. This is under investigation by King County. It looks like it is a group of kids between the ages of 8 and 12.

FACILITIES:

St 18 & 19 Remodel: St 18 is targeting a substantial completion date of 6/10-6/12 due to extensive issues with load-bearing walls. This allows punitive costs to be a "no-cost" for the movement of the substantial completion date past 5/31. St 19's substantial completion date is expected to be around 5/21. Jaymarc is installing the alerting system, and the move back in date will be refined shortly.

EQUIPMENT:

A reimbursement check has been received from EMS CORE Services for the four CPR Mannequins that were purchased, and credit has been applied accordingly.

E318 is currently awaiting the final lock for the rear roll-up door, and a meeting with PS shops concerning the delay is scheduled for this Wednesday.

There was an accident involving reserve engine E418 on April 10th, attributed to a drunk driver. Fortunately, no crew injuries were reported, and the individual responsible was arrested for DUI.

Lastly, a motion is proposed to approve the sale of the 1947 fire engine in accordance with the former agreement established with Chief Marrs and Local 1461.

PERSONNEL:

The recruits in RA18 are performing well with their second evaluation at the academy.

FF Harshell has accepted a conditional offer from Medic One and is requesting a two-year leave of absence.

BC Jim Reed has given notice of retirement effective August 1st, 2024, after 33 years of service.

There is a resolution proposed to officially appoint Charles Chen as the Auditing Officer for the District.

Chief Gay discussed SB5925, a law relating to increases in commissioner compensation.

Chief Gay recently issued performance evaluations to AC's Metz and Desmarais.

EVENTS:

Chief Gay provided a final reminder for the Annual Appreciation Banquet scheduled for May 18th.

AC Metz will be attending the Washington Fire Chief Convention in Kennewick from May 20th to 23rd.

OTHER:

Charles Chen is currently working on the annual report certification for the WA State Auditor's office, which is due by May 29th.

A meeting was held with former commissioner Willis to discuss the history of the Fire Department.

An engine was taken to Wayne Britton's funeral, who was a former Burien Fire Chief.

A notice of refund from SKCFTC was received due to personnel involvement in teaching activities.

That concluded the Chief's Report.

VIII. CONSENT AGENDA APPROVAL.

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

- April 23, 2024 Chief's Report
- Meeting Minutes: Minutes of the April 2, 2024 Regular Board Meeting
- Voucher Approval for April 2024:

Expense Fund: Voucher No. 240401001 through 240401081 in the amount of \$1,561,708.42 and due for payment April 30, 2024.

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

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

X. **NEW BUSINESS.**

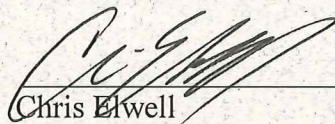
- Commissioner Ziegler moved to approve and sign Resolution 2024-03 appointing Charles Chen as Auditing Officer for the District. Commissioner Elwell seconded the motion, which passed 3-0
- Commissioner Ziegler moved to authorize Chief Gay to sign the Vehicle Bill of Sale, facilitating the sale of the 1947 Chevrolet Fire Truck to the IAFF Local 1461 for \$1.00. Commissioner Sitterley suggested a friendly amendment, stipulating that the District retains the first right of refusal should the IAFF Local 1461 decide to sell the engine, which the District could then purchase for no more than \$1.00. Commissioner Elwell seconded the motion with the amendment, which was subsequently passed with a 3-0 majority vote.

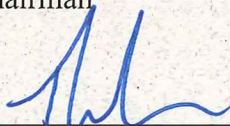
XI. **GOOD OF THE ORDER.** Commissioner Ziegler spoke very highly of BC Jim Reed and thanked him for his years of service.

XII. **EXECUTIVE SESSION.** Commissioner Sitterly announced that the Board would convene into executive session for 20 minutes, to conclude at 5:50 PM. The Board convened into executive session pursuant to RCW 42.30.110 (1)(g) to discuss the performance of a public employee. Executive session concluded at 5:50 PM with no action taken.

XIII. **ADJOURNMENT.** Commissioner Elwell moved to adjourn the meeting at 5:51 PM. Commissioner Ziegler seconded the motion, which passed 3-0.

Minutes Approved: 5/7/2024,


Chris Elwell
Chairman


Ted Sitterley
Commissioner


Mike Ziegler
Commissioner

April 23, 2024

ATTEST:


Eric Quinn (May 8, 2024 10:04 PDT)

Eric T. Quinn, District Secretary

ATTACHMENTS:

- April 23, 2024 Agenda
- April 23, 2024 Chief's Report
- April Call Volume by Incident Report
- April Call Volume by Station Report
- Bill of Sale
- Letter of Appreciation: Ashley Harshell
- SKFTC 1st Quarter Billing Letter
- Resolution appointing Charles Chen auditing officer
- Email from Nichelsen & Associates Re personalized risk consulting
- Correspondence Re Amended Commissioner Compensation Law
- Copy of RCW 42.24.080

April 23, 2024






04.23.2024 KCFD2 Meeting Minutes_Need E-Signature

Final Audit Report

2024-05-08

Created:	2024-05-08
By:	Charles Chen (cchen@king2fd.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAQkkJlirGOplf9_LP69w7syrTRSmwCh1t

"04.23.2024 KCFD2 Meeting Minutes_Need E-Signature" History

-  Document created by Charles Chen (cchen@king2fd.org)
2024-05-08 - 4:22:45 PM GMT
-  Document emailed to Eric Quinn (ericquinn@firehouselawyer2.com) for signature
2024-05-08 - 4:22:53 PM GMT
-  Email viewed by Eric Quinn (ericquinn@firehouselawyer2.com)
2024-05-08 - 5:04:27 PM GMT
-  Document e-signed by Eric Quinn (ericquinn@firehouselawyer2.com)
Signature Date: 2024-05-08 - 5:04:46 PM GMT - Time Source: server
-  Agreement completed.
2024-05-08 - 5:04:46 PM GMT