

**MINUTES OF THE JANUARY 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 January 23, 2024, 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, 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 5:00 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. AC Metz provided the call summary report. We are up 2.4% for calls on the year. One call to note was a small wall fire, the cause possibly being electrical. A second call was a residential fire. There were no commercial fires, shootings or stabbings since the last meeting. AC Metz discussed other non-fire-related calls.

Announcements. There were none.

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

V. **CORRESPONDENCE.** There was a letter from Dr. Rea commending Captain Ryan Anderson for his roles in training. AC Metz commended Captain Anderson as well. Chair Elwell inquired about funding in connection with a study involving training. Chief Gay discussed that.

VI. **I.A.F.F. LOCAL 1461 COMMENTS.** There were none.

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

OPERATIONS: Chief Metz reported on the current operational status, outlining recent developments and ongoing initiatives within the department. He discussed various training opportunities and recruit graduations. In fact, one FF, Pierce, won two awards. The District recently began new protocols for CPR. In February, we will begin interviews for RA19.

FIRE PREVENTION UPDATE: AC Desmarais provided an update on the fire prevention strategies and efforts being implemented by the district. He discussed updates to key fobs and knox boxes and how that plays into the local municipal code

and retrofitting to be implemented. He further discussed timeframes for that in response to an inquiry from Chair Elwell.

FACILITIES: The District completed safety enhancements at Station 28, with the installation of safety grids on the bay doors to ensure the safety of personnel. This improvement, which has been positively received, is part of a plan to implement similar measures at Station 29 in the near future.

The remodeling project at Stations 18 and 19 has begun. During the demolition phase at Station 18, unexpected load-bearing beams, both steel and wood, were discovered within the walls. This unforeseen finding, particularly the sections of the load-bearing wall that had been inadvertently cut out, led to the engagement of a structural engineer to assess the situation and determine the most effective course of action. After thorough discussions, it was concluded that shoring the roof and replacing the affected wall segment would be a more straightforward and potentially cost-effective solution. It is noteworthy that the involvement of engineering services was not included in the original bid scope for this project. However, the engineering services in question were provided in-house. Consequently, such services were already solicited by engaging the architect after an RFQ process was implemented many months ago.

EQUIPMENT: A blitzfire master stream appliance, which had been previously stolen, was returned to the District. It was discovered at a storage unit auction and subsequently returned by the purchaser to South King Fire (SKF), who then contacted the District for retrieval. The value of these appliances is approximately \$5,000 when new.

PERSONNEL: The District was allocated an additional academy slot for RA19, increasing the total to five.

A firefighter resigned on January 15, 2024, in lieu of termination. With the recent graduation of three new firefighters, the District's staffing levels are currently at 21-19-20 per shift. The target is to reach 22 firefighters per shift to enable permanent aid car upstaffing.

EVENTS: The graduation ceremony for Recruit Academy 17 was held on January 18, 2024, at 6:00 PM at the River of Life Fellowship. The District proudly had three recruits graduate, with one recruit notably excelling and receiving two awards.

OTHER: The District has procured two new CPR mannequins and plans to acquire two more soon. This marks a significant upgrade from the current 20-year-old CPR mannequins. The cost of these new mannequins, approximately \$6,000, is funded by Basic Life Support (BLS) core services money from the Medic One levy.

The District has started utilizing Mobile Integrated Health (MIH) funds and BLS Core Services funds from the MEDIC ONE Levy for various departmental requirements.

Chief Gay broached the subject of adopting a new policy as to spending limits, which can be discussed at future meetings.

That concluded the Chief's Report.

VIII. CONSENT AGENDA APPROVAL.

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

1. January 23, 2024 Chief's Report
2. Meeting Minutes: Minutes of the January 9, 2024 Special Board Meeting
3. Approve Declaration of Surplus for obsolete and or damaged equipment not serviceable for current operations (list attached)
4. Voucher Approval for January 2024: Expense Fund: Voucher No. 240101001 through 240101087 in the amount of \$1,821,797.76 and due for payment January 31, 2024.

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

IX. UNFINISHED BUSINESS. There was none.

X. NEW BUSINESS.

1. Commissioner Sitterley moved to approve the addition of a four-year Bachelor's Degree in Biology and Pre-Medical Studies to the Education Pay policy (as outlined in the 2021-2024 CBA) for the additional 1% wage increase, effective January 1, 2024. Commissioner Ziegler seconded the motion, which carried 3-0.
2. Commissioner Sitterley moved to approve and sign Resolution 2024-01 Adopting updated Per Diem Rates for Meals reimbursements per U.S. General Services Administration for 2024. Commissioner Ziegler seconded the motion, which carried 3-0.

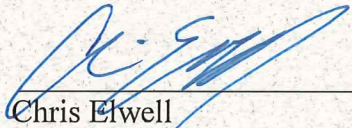
XI. EXECUTIVE SESSION. There was none.

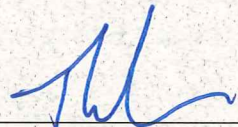
XII. GOOD OF THE ORDER. There was none.

XIII. ADJOURNMENT. Commissioner Sitterley moved to adjourn the meeting at 5:22 PM.


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

Minutes Approved: 2/6/2024,


Chris Elwell
Chairman


Ted Sitterley
Commissioner


Mike Ziegler
Commissioner

ATTEST:

Eric T. Quinn, District Secretary

ATTACHMENTS:

- Attendance Roster
- January 23, 2024 Agenda
- Chief's Report
- Call Volume by Incident Report
- Letter from Dr. Rea
- Letter from Clyde Pruett Re Education Pay
- Clyde Pruett Tacoma
- Resolution Re Meals Per Diem
- Resolution—updated financial policy
- Surplus List for 1-23-2024 Meeting