

**MINUTES OF THE JULY 11, 2023 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 July 11, 2023, at Headquarters Station 28, commencing at 5:12 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 Mike Marrs, Finance and HR Manager Trina Norsen, Assistant Chief (AC) Ray Desmarais, AC Jason Gay, Local President Matt Ready, NHFDC Commissioner Julie Hiatt, 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 5:12 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.**

There were no presentations.

As for announcements:

- On **Jul 13, 2023**, the bidding process for improvements to Stations 18 & 19 closes
- **Aug 1, 2023** is National Night Out
- **Sep 9, 2023** is Kid's Day

Commissioner Entrialgo inquired as to what National Night Out is. AC Gay indicated that this is a public outreach event in which members of the community can interact with fire and police agencies.

- IV. **PUBLIC COMMENT.** There was none.
 - V. **CORRESPONDENCE.** Reference was made to an email dated July 7, 2023, which related to an aid call. The person that wrote the email thanked the following responders from AID 328 for their services: Firefighter Emily Stoen, Probationary Firefighter Nick Ricci, and volunteer Firefighter Ross.
- I. **I.A.F.F. LOCAL 1461 COMMENTS.** Local President Matt Ready had no comments but reminded the Board that he is available for questions.
 - II. **ADMINISTRATION REPORTS.** AC Jason Gay delivered the chief's report as follows:

OPERATIONS:

AC Wayne Metz could not attend because he is at the MLB All Star Game, so AC Gay provided the operational update. As for a July 4th update, the District had about 30 calls. The District upstaffed an engine but was fortunate to not have any major incidents, for which we were prepared. Zone 3 saw a 955% increase in brush fires and a 600% increase in residential fires.

AC Gay also discussed some non-structure fires that turned out to be trash fires.

The District received an email from DC Webb from the SKFTC. The consortium is under investigation by L&I that was based on an anonymous tip. Current live fire training has been cancelled at St. 68 but will occur at St. 14. No District employees were involved in the incident giving rise to the investigation. SKCFTC does a great job of ensuring safety at training exercises. In a nutshell: 3 PSRFA FFs & 2 Enumclaw FFs have been burned on the tops of their ears. SKFTC is making adjustments and cooperating with the investigation. AC Gay discussed fire behavior and how it can result in incidents despite safety precautions.

PREVENTION UPDATE:

AC Desmarais informed the Board that the 4th of July went off “without a hitch.” We ran a lot of calls but nothing too large. AC Desmarais discussed the King County Fire Investigation Unit.

Chair Elwell indicated that this past Monday, there was a firework that landed in an adult family home near where he was located. AC Desmarais indicated that there were no injuries. There was a lot of fire and this was an impressive stop.

FACILITIES:

We discussed the hood at the last meeting, and this has been resolved. Logistics doesn't believe the District can determine exactly when it stopped functioning or what specifically caused it. Therefore, it may be hard to lay blame at any person's feet and have them pay for it.

There is another fuel issue being tracked. This is the benefit of having Jason the mechanic in house. A FF mentioned to Jason that the fuel cap needed to be replaced. Jason noticed a damaged seal on the fuel cap of the engines and believed there was the possibility of a mixed fuel issue. We have had fuel samples taken from the tanks again which were sent off. The samples came back and St 18's fuel tank is contaminated with unleaded fuel. We are tracking hours for mechanic time and cost, and fuel receipts, sampling, and are considering potential extended warranty costs, due to this being a fuel-supplier-induced error, again.

There were samples taken from all three stations. The District hasn't seen any issues with the apparatus yet. Chair Elwell inquired whether this issue was limited to the fuel tank at Station 18, and AC Gay stated yes. Chair Elwell wondered if there have been issues at other districts with Advanced Petroleum Products (APP), which is on state bid. AC Gay stated that he was unsure. He further stated that APP provides the red dyed tax-exempt diesel the District is allowed to use, which reduces costs exponentially. The District has had issues with water in the fuel, and low levels of unleaded fuel mixed in its tanks previously. This matter is being addressed.

Commissioner Elwell made inquiry about fuel types in the tanks. Chief Marris discussed past problems that have occurred and the extension of warranties. He further mentioned that the Kent fire department had problems as well, so they were a great resource on how this was dealt with.

AC Gay provided an update on the St. 18 and 19 remodels. There will be two phases for each station. The work should take about three months total, but we will have a better idea when the bids come in.

APPARATUS:

In the past, the District has been proficient on forecasting out the replacement cycle for apparatus. BC Kupferling has done some work on that. The next Chief is going to need to develop a staff vehicle replacement cycle list. B428, the B/U battalion unit, is a 2005 Chevy Tahoe which is nearing 18-19 years old. The Tahoe was not set up in the same manner, nor is it outfitted in the same manner, as other District battalion units. This particular Tahoe's operational capacity is limited.

AC Gay discussed the ILA with North Highline and how that impacts the share of apparatus-replacement costs. AC Gay further discussed the limitations of other District apparatus that will be in need of repair, replacement or potential upgrades.

PERSONNEL:

New at Station 28: We have scrolling photos of our dedicated staff members on display on the lobby monitor. AC Gay expressed thanks to PFF Walsh, Capt. Jason & FF Lamoureux for their work on this project, which will replace the old photo board. Logistics will be reaching out to the commissioners about having some photos taken for the new photo display.

We received word of a veteran's picnic July 12th 1130-1400 @ Seahurst park for adults 55+. We are sending an engine to make an appearance and perform community outreach.

Chief Marris gave an update on the Prothman process. On July 13 there will be a phone call about that. On July 30, the application period will expire. We are having applications trickle in for all three of the positions. On August 9, 10 and 11 there will be a narrowing down to about 4-6 candidates. Prothman will provide a written recommendation on or around August 11. On August 15 there will be a special meeting, in which there will be a discussion of candidates in executive session. There will also be a scheduling of the meet and greet. There will be approximately three stakeholder groups in which there will be panel interviews. The results of those interviews will further narrow the candidates for a potential decision in September.

For the HR and Finance positions, there will be a phone call on August 11 to discuss that. Those positions will also be narrowed down from 4-6 candidates. Those candidates are hopefully going to start interviews in late August. Chief Marris wondered whether the Board is comfortable with himself and Trina doing the interviews. The Board indicated that they were comfortable with that.

We have four new hires starting recruit class on August 28.

EVENTS AND REMINDERS.

AC Gay discussed Kids Day and provided reminders for the next few meetings:

- There will be a **Special Meeting on July 25** in place of the July 18 meeting (which will be cancelled).
- There will be a **Regular Meeting on August 1**.
- There will be a meeting on **August 15** (a regular meeting date), however the meeting will primarily be an executive session, with Prothman in attendance, to discuss candidates.
- There will be a **Special Meeting on August 22** (which will consist of our normal meeting topics).

Chair Elwell stated that it would help him a lot if we can get some clarifications on exact dates in the Prothman process so that he can confirm his availability. Chief Marrs mentioned that he will have that hammered down after this Thursday.

AC Gay reminded the Board that the WA CARES Act went into effect on July 1.

That concluded the Chief's report.

III. CONSENT AGENDA APPROVAL.

Commissioner Sitterley moved to approve the consent agenda as follows:

- Chief's Report for July 11, 2023
- Meeting Minutes: Minutes of the June 20, 2023 Regular Board Meeting

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

IV. UNFINISHED BUSINESS. There was none.

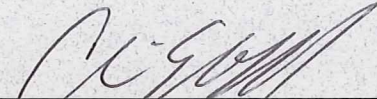
V. NEW BUSINESS. There was none.

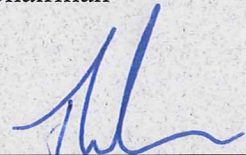
VI. EXECUTIVE SESSION. There was none.


VII. GOOD OF THE ORDER. NHFD Commissioner Julie Hiatt mentioned that the 4th of July parade was fun. She dressed up like Sparky the Dog. Commissioner Entrialgo attended with her and had a great time.

VIII. ADJOURNMENT. Sitterley moved to adjourn at 5:42. Entrialgo seconded the motion, which carried 3-0. The meeting was adjourned at 5:42 PM.

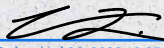
Minutes Approved: July 25, 2023


Chris Elwell
Chairman


Ted Sitterley
Commissioner

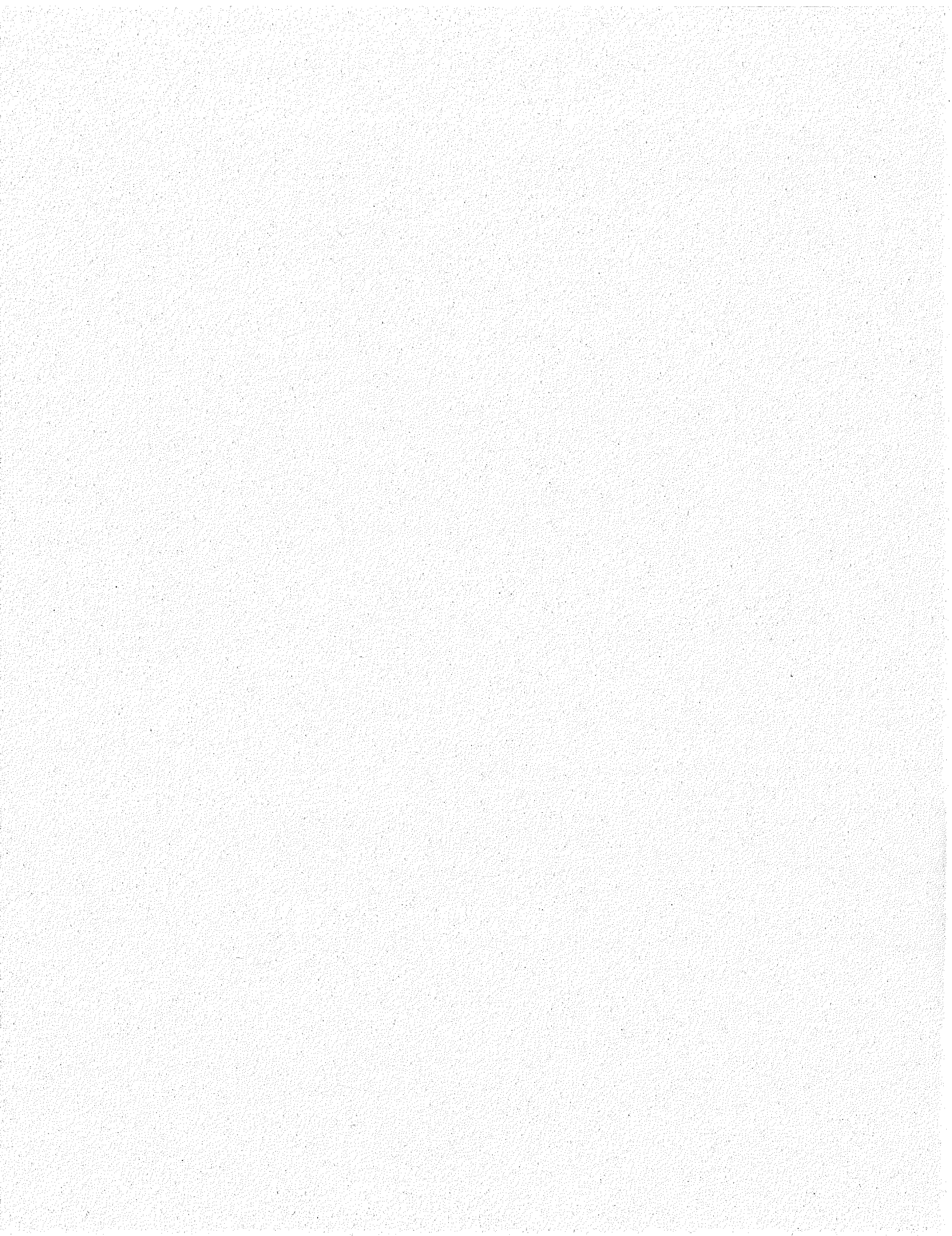

Alexis Taylor Entrialgo
Commissioner

ATTEST:


Eric Quinn (Jul 26, 2023 10:35 PDT)
Eric T. Quinn, District Secretary

ATTACHMENTS:

- July 11, 2023 Chief's Report
- Agenda
- Correspondence - Email of Thanks
- Position Profiles from Prothman (3)








07.11.2023 KCFD2 Minutes

Final Audit Report

2023-07-26

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