

**MINUTES OF THE JULY 25, 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 25, 2023, at 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 Go To Meeting were: Commissioners Elwell, Sitterley and Entrialgo, Fire Chief Mike Marrs, AC Wayne Metz, AC Jason Gay, AC Ray Desmarais, Trina Norsen and Acting District Secretary Joseph Quinn, and several others as reflected on the attached attendance roster.

Call to Order. The meeting was called to order at 5:00 p.m. by Commissioner Elwell who led the Pledge of Allegiance to our flag.

Agenda Approval. It was moved, seconded and carried 3-0 to approve the agenda as submitted immediately prior to the meeting.

Presentations/Announcements. (1) Presentations: AC Wayne Metz presented the Call Summary Reports and described various significant incidents including stabbings and shootings. Calls are up by 74, as compared to the first six months of 2022. One firefighter made a good save of a patient trapped in a burning residence.

(2) Announcements:

- August 1, 2023 – National Night Out
- September 9, 2023 – 2023 Kids’ Day
- September 18-19 – NAEFO Conference in Las Vegas

Public Comment. None.

Correspondence. Jason Gay discussed the insurance renewal and quote through VFIS, for the policy year August 2023-August 2024.

Local 1461 Comment. None.

Administration Reports. Chief Gay delivered the Chief’s report as follows:

Operational Update. AC Metz provided the operational update. He discussed driver certifications. The A318 chassis is done. The new recruits will be starting in August.

Fire Prevention Update. AC Desmarais said the Burien Building Official, Joe Stapleton, has resigned. The city will be contracting for service temporarily and Ray has

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met Crystal, the contracted building official. He noted that during the last year Burien has had four different Building Officials. He said Mr. Stapleton's staff appreciated him and were sad that he was leaving. On November 1, 2023, the new code will take effect. The homeless camps in White Center are being cleaned up. It has been quieter there (for the department's crews) in the last few weeks.

Facilities. Chief Gay updated the Board on the Station 18 and 19 remodels. The drawings were in the Board packets. The bid opened on July 13, 2023 was about \$200,000 lower than the earlier bid. The total bid for the two stations is approximately \$1,026,200 plus taxes. With the additives, the King 2 share is about \$504,219.10 plus taxes. Our "budget" was about \$600,000. There will be motions under New Business to move this forward. Those motions include a Motion to approve Notice of Award for the Station 19 work, a contract approval for GLY Construction for those improvements, and a Motion to authorize Chief Marrs to issue a Notice to Proceed as to that contract. There needs to be two separate contracts because Station 18 is owned by North Highline Fire, so the Notices of Award and Notice to Proceed must be separate and the other owner-contractor agreement needs to be approved by North Highline legal counsel.

Equipment. On July 18, 2023, the 2001 Ford F-450 ambulance sold for \$18,211.00 and the aerial ladder truck sold for \$8,300.00.

Personnel. The renewal notice for insurance showed an increase of \$16,000 per year. They admitted their numbers were wrong last year so we enjoyed a lower price. VFIS does have the best rates.

A Captains test will be administered to establish a promotional list in September. We do this every two years. We also use the list for acting Captain assignments. Currently, twelve employees are signed up to take the test.

Four new hires start recruit class on August 28th. Zero Week begins August 21, to help candidates get ready for academy. Firefighter Josh Lee will lead the recruits again through Zero Week. The program has been highly successful, as King 2 recruits have won many awards at academy such as valedictorian, chief's company, etc.

Chief Marrs mentioned that Prothman Recruiting reports five applicants thus far for Fire Chief, twelve for Finance Manager, and twenty (20) for HR Manager, and we expect more applications for each position as they do not close until July 30th. On or about August 11, 2023, Prothman will provide a written summary of the top candidates for each position. The Board will meet on August 15th to discuss all top candidates. At some point, the list of candidates will be narrowed to the top two for each post. The process will also include stakeholders' input or interviews and station tours.

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Events. As mentioned above, National Night Out is on August 1st. Each apparatus at each station will have a list of parties that they can visit that day; this is a great opportunity to interact socially with the public.

The annual Kids' Day is back after a two (or more) year hiatus. As mentioned above, it is September 9, 2023. Again, great public outreach. BC Tim Zimmisky, who started organizing this, is back on shift, so Captain Harris is managing the event.

Reminders: Consideration should be given to cancelling the August 1, 2023 regular meeting. Commissioner Sitterley then mentioned that he will not be available on August 1st anyway. The August 15th meeting will be limited to the hiring discussion mentioned above and the August 22nd special meeting will be like our second regular meeting of the month.

Consent Agenda. It was moved, seconded and carried unanimously to approve the Consent Agenda, which consisted of the Chief's Report, the meeting minutes of the July 11, 2023 special meeting, and Voucher Approval for July 2023 as follows: Expense Fund: Voucher No. 230701001 through No. 230701080 in the amount of \$1,535,468.85 due for payment July 31, 2023.

Unfinished Business. None.

New Business. 1. Motion: Approval of Notice of Award: Commissioner Sitterley moved, and Commissioner Entrialgo seconded, a motion to authorize Chief Marrs to sign the Notice of Award for GLY Construction, Inc. to perform the remodel work for Station 19. Motion carried, 3-0.

2. Motion: Approval of Contract with GLY Construction, Inc.: Commissioner Sitterley moved, and Commissioner Entrialgo seconded, a motion to authorize Chief Marrs to proceed in creating and executing a contract with GLY Construction, Inc. for Station 19 building improvements, for an amount not to exceed \$600,000 plus applicable sales tax. Motion carried, 3-0.

3. Motion: Approval of Notice to Proceed: Commissioner Sitterley moved, and Commissioner Entrialgo seconded, a motion to authorize Chief Marrs to sign and issue the Notice to Proceed to GLY Construction for the Station 19 building improvements. Motion carried, 3-0.

4. Motion to Cancel August 1, 2023 Meeting. Commissioner Sitterley moved, and Commissioner Entrialgo seconded, a motion to cancel the August 1st board meeting. Motion carried, 3-0.

Executive Session. None.

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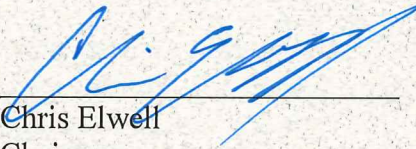
Good of the Order. Chair Elwell said it was great to have the “guest” chiefs do the Chief’s report.

Adjournment. Pursuant to motion, the meeting was adjourned at 5:20 p.m.

Attachments. Attached to these Minutes are copies of:


1. the Meeting Notice
2. the Meeting Agenda
3. the Attendance Roster
4. the Call Summary reports.
5. The insurance renewal quote
6. Notice of Award and bid documents

Minutes Approved: Sept 5, 2023




Chris Elwell
Chairman

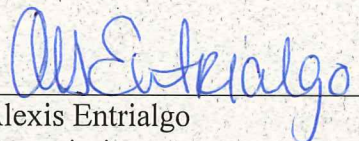
Attest:



Eric T. Quinn, District Secretary



Ted Sitterley
Commissioner



Alexis Entrialgo
Commissioner

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