

**MINUTES OF THE AUGUST 22, 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 August 22, 2023, 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, Alexis Entrialgo and Ted Sitterley, Fire Chief Mike Marrs, Finance and HR Manager Trina Norsen, Assistant Chief (AC) Jason Gay, AC Wayne Metz, AC Ray Desmarais, Local President Matt Ready, 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 Entrialgo seconded the motion. The motion carried 3-0.
- III. **PRESENTATIONS/ANNOUNCEMENTS.**

AC Metz provided the call summary reports. We are up 151 calls for the year from the previous year. AC Metz discussed various calls, including a couple of “vehicle v. pedestrian” calls. There was also a commercial fire, and a shooting. We also had a dive rescue with assistance from other departments. There was also a drowning at Angle Lake Park involving a young child. We had a large brush fire last week. We had another busy month, in a nutshell.

As to the Prothman Fire Chief hiring process, all six of the candidates are going to be present for the meet and greet. Prothman casts a “wide net” for this. On Wednesday, August 30, we will have a full day of interviews with the candidates.

**Announcements**

- **Aug 29, 2023** is the Retirement celebration for Chief Dave Mataftin of South King Fire & Rescue, 2 pm at Station 62 (31617 1st Ave S, Federal Way)
- **Aug 29, 2023** is the “Meet & Greet” for the Fire Chief Candidates. This is scheduled to be held from 5:00 pm – 6:30 pm at Station 28
- **Aug 30, 2023** – Interview Day for Fire Chief Candidates
- **Sept 9, 2023** – KID’S DAY!
- **Sept 10, 2023** – White Center Eagles First Responder Dinner, 5 pm at White Center Eagles Hall

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

V. **CORRESPONDENCE.** There was none.

August 22, 2023

- I. **I.A.F.F. LOCAL 1461 COMMENTS.** Local President Matt Ready had no comments related to IAFF Local 1461 but he did speak to the high level of professionalism at the recent child drowning referenced above.
- II. **ADMINISTRATION REPORTS.** Chief Marrs delivered the chief's report as follows:

**OPERATIONS:** AC Metz discussed Joe Kupferling leading a strike team to a wildland event in Spokane. Many structures have been lost there. AC Metz also discussed various recruits that are undergoing training, including but not limited to grant writing. We have four recruits at Recruit Academy beginning August 28, with graduation in January 2024.

**PREVENTION UPDATE:** AC Desmarais provided the fire prevention update. He discussed succession planning for the King County Fire Marshal that will be retiring shortly. He also discussed an investigation of a potential arson. There is a Stage 2 burn ban in effect. AC Desmarais discussed the "Ready Set Go" four-county initiative.

**FACILITIES:** AC Gay provided an update on the Tenant Improvements at Stations 18 and 19. The preliminary contracts have been provided by Integrus and have been reviewed by legal counsel to both districts. GLY agreed to split the contract cost between the two stations.

**EQUIPMENT:** There was nothing to report under equipment.

**PERSONNEL:** Chief Marrs discussed the HR/Finance Manager recruitment process. We have some great candidates. There were approximately 20 applicants for the positions. Trina and Mike will bring approximately two of those applicants to the Board for interviews.

Update on Chief's hiring process: Chief Marrs announced the list of the six candidates (Jason Gay, Ray Desmarais, Wayne Metz, David Wolf, Derek Robinson and Kevin Nalder. We have been working on the interview schedules. Chief Marrs listed out individuals that will be working on the separate interview panels. Logistically, the interview process is going to happen at Station 28.

## **EVENTS AND REMINDERS.**

See the above presentations and announcements. The Board decided that September 19 will be fine for a regular meeting of the Board, with Commissioners Entrialgo and Elwell can attend remotely while they are in Las Vegas for the NAEFO conference.

That concluded the Chief's Report.

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**III. CONSENT AGENDA APPROVAL.**

Commissioner Sitterley moved to approve the consent agenda as follows:

- A. August 22 Chief's Report
- B. Voucher Approval for August 2023:

**Expense Fund:** Voucher No. 230801001 through 230801076 in the amount of \$1,577,438.68 and due for payment August 31, 2023.

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

- IV. **UNFINISHED BUSINESS.** There was none.

- V. **NEW BUSINESS.** Commissioner Sitterley moved to approve and authorize Chief MARRS to purchase bunker gear from *SeaWestern Fire Fighting Equipment* for three new recruits. Purchase to be made from the current vendor list for a total price not to exceed \$25,000.00. Commissioner Entrialgo second the motion, which carried 3-0.

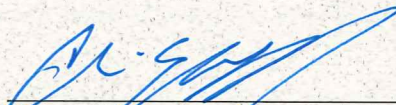
- VI. **EXECUTIVE SESSION.** There was none.

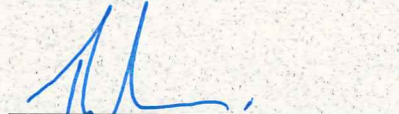
- VII. **GOOD OF THE ORDER.** Chief MARRS had one item for Good of the Order, relating to WFCR rate increases. Medical went up 6% and dental went up 2%.

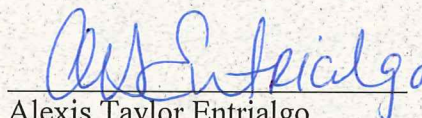
- VIII. **ADJOURNMENT.** Sitterley moved to adjourn at 5:32. Entrialgo seconded the motion, which carried 3-0. The meeting was adjourned at 5:32 PM.




Minutes Approved: Sept 5, 2023

  
Chris Elwell  
Chairman

  
Ted Sitterley  
Commissioner

  
Alexis Taylor Entrialgo  
Commissioner

ATTEST:

  
Eric T. Quinn, District Secretary

**ATTACHMENTS:**

- Agenda
- Call Summary Reports
- Chief Mataftin Retirement Announcement
- SeaWestern Invoice for Bunker Gear
- Notice from WFCA of 2024 Medical/Dental Premium Rate Changes
- Attendance Roster