

**MINUTES OF THE JANUARY 24, 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 January 24, 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 and Sitterley, Fire Chief Mike Marrs, AC Wayne Metz, AC Ray Desmarais, Jim Reed, Local President Matt Ready, Trina Norsen, and Acting District Secretary Eric Quinn, as well as Evan Bylsma, Alexis Entrialgo and several anonymous callers.

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 2-0 to approve the agenda as submitted immediately prior to the meeting.

Presentations/Announcements. (1) Presentations: The District welcomed Lindsey Mueller to the CARES Team. Lindsey spoke to the Board about her experience and Chief Marrs spoke very highly of her. She is a great addition to the District team, Chief Marrs said.

AC Metz presented the call summary reports. We are down 89 calls compared to last year. AC Metz spoke about some recent fire calls.

(2) Announcements:

- February 17, 2023 – Legislative Day, hosted by Washington Fire Commissioners and Washington Fire Chiefs. (State Capitol, Columbia Room).

Public Comment. None.

Correspondence. None.

Local 1461 Comment. None.

Administration Reports. Chief Marrs delivered the Chief's report as follows:

Operational Update. AC Metz provided the operational update. January 12 was recruit graduation. January 30th we will have new recruits starting to perform duties. We are starting our initial interviews for another recruit academy. AC Metz gave the Board an overview of the JATC program. He spoke about various classes that District firefighters will be attending, including but not limited to behavioral health and wellness.

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Chair Elwell asked a question about the JATC program. AC Metz said the program is managed primarily through the training consortium. Chief Marris added that some program items are unique to our district, but the majority of the program is uniform throughout Zone 3. Chair Elwell asked about our input into the curriculum. Chief Marris said that Jim Reed has a good deal of responsibility involving the JATC program and has developed content for the program. Chair Elwell asked if the District is swapping out all of its SCBA. Chief Marris discussed maintenance of those units. Chair Elwell asked if firefighters are receiving any de-escalation training. AC Metz said the consortium has training materials on that. Jim Reed added that there has been Zone 3 training on that.

Fire Prevention Update. AC Desmarais reported on Fire Prevention. He discussed the new Burien Building Official, and language that he proposed pertaining to sprinkler requirements. They discussed it yesterday. Chair Elwell asked about thresholds for sprinkler requirements, specifically with respect to square footage. AC Desmarais said that this question is the subject of ongoing conversation. Commissioner Sitterley asked about metering, and how that impacts costs. AC Desmarais addressed that briefly. Chair Elwell said the current discussion regarding sprinkler requirements evidences a “step backward” by the City of Burien. Chief Marris discussed the importance of sprinklers in saving lives. Chair Elwell asked if there have been discussions with the City Council, and the response was that they have not. The discussions have all been with the City’s executive team.

Facilities. Chief Marris provided an update on the Station 18 and 19 remodels. Several contractors attended the mandatory bid walkthrough. One of the contractors was McBride, who bought former Station 28 from the District. Another was Bayley Construction, the general contractor on the current Station 28.

Equipment. N/A.

Personnel. Chief Marris again welcomed Lindsey Mueller to the CARES Team.

Firefighter Jeff Meagher will be retiring at the end of January, after almost 35 years of service with North Highline Fire and with our district. The retirement announcement by Valley Com will be over Fire 1 at 0730 on Thursday, January 26th. We want to thank Firefighter Meagher for his service and wish him all the best in retirement!

There are motions under New Business to approve the position and pay rate changes for administrative personnel Christina Parker and Erin Halter, effective February 1, 2023. Final job descriptions are in progress but we will present updated draft job duties related to the pay increases.

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Events. Chief Marrs initiated discussion on a commissioner representative to assist in renegotiating the North Highline interlocal agreement to facilitate the permanent staffing of Aid 318. Chief Marrs said we need to “get a feel for the numbers,” but that this should be a fairly easy conversation. Commissioner Sitterley said he will be out of town between February 6th and 20th, but he would be otherwise available. Chief Marrs said that be doable. Commissioner Sitterley then volunteered to be the District’s representative.

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 January 10, 2023 special meeting, and Voucher Approval for January 2023 as follows: Expense Fund: Voucher No. 230101001 through 230101082 in the amount of \$1,408,554.49, due for payment January 31, 2023.

Unfinished Business. None.

Executive Session. Commissioner Elwell announced that the Board would adjourn into an executive session for 15 minutes, commencing at 5:30 p.m. The purpose of the executive session was to discuss the performance of one or more public employees, pursuant to RCW 42.30.110(1)(g). The session included Commissioners Elwell and Sitterley, AC Metz, AC Desmarais, Chief Marrs, Trina Norsen and Attorney Eric Quinn. The session concluded at 5:45 p.m. and the Board reconvened in open session at that time.

New Business. Motion: Position Change for Christina Parker to North Highline Fire’s District Secretary position.

Commissioner Sitterley moved and Commissioner Elwell seconded, a motion to approve the position change for Christina Parker from Accounting Specialist to North Highline Fire’s District Secretary position, effective February 1, 2023, with an increase in monthly base pay as presented by Chief Marrs. The job description is in progress. Motion carried, 2-0.

Motion: Position Change for Erin Halter to Accounting Specialist.

Commissioner Sitterley moved and Commissioner Elwell seconded, a motion to approve the position change for Erin Halter from Receptionist to Accounting Specialist effective February 1, 2023 with an increase in monthly base pay as presented by Chief Marrs. The job description is in progress. Motion carried, 2-0.

Good of the Order. None.


Adjournment. Pursuant to motion, the meeting was adjourned at 5:48 p.m.

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Attachments. Attached to these Minutes are copies of:

1. the Meeting Notice
2. the Meeting Agenda
3. the Attendance Roster
4. Call Summary Reports
5. Administration Positions Pay Rate Changes
6. Halter – List of Job Duties
7. Parker – List of Job Duties

Minutes Approved: February 7, 2023



Chris Elwell
Chairman

Attest:


Joseph Quinn (Feb 9, 2023 07:44 PST)
Joseph F. Quinn, District Secretary


Ted Sitterley
Commissioner

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01.24.2023 KCFD2 Minutes

Final Audit Report

2023-02-09

Created:	2023-02-08
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-  Document emailed to ted.sitterley@us.belfor.com for signature
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