

**MINUTES OF THE JUNE 1, 2021 REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF KING COUNTY FIRE DISTRICT
NO. 2**

A regular meeting of the Board of Commissioners of King County Fire District No. 2 was held remotely on June 1, 2021, commencing at 5:00 p.m., pursuant to proper notice. District officials in attendance, pursuant to virtual meeting software Go To Meeting were: Commissioners Elwell, Sitterley, and Peden. Also attending virtually were: Chief Mike Marrs, Assistant Chief Ray Pettigrew, Assistant Chief Wayne Metz, Trina Norsen, and Acting District Secretary Eric Quinn. Others in attendance will be shown on the 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: None.

(2) Announcements: June 17th – Academy Graduation at New Life Church. Chief Marrs will be contacting Board members about how to attend.

Correspondence. Chief Marrs said a letter was received from Captain John Zilke who is applying for the Salary Savings Plan. Thus far, two employees have applied.

Public Comment. None.

Local 1461 Comment. None.

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

Facilities. N/A.

Equipment. N/A.

Personnel. Assistant Chief Metz led off by speaking about the recruits and how they are performing. Starting tomorrow, the Auburn Covid-19 testing site is closing down but the district will be sending members out to a Tukwila testing site. Chair Elwell asked a question about the status of the building at the North Bend fire academy. Chief Marrs said he knows that the academy has received state money for repairs to the building.

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Commissioner Elwell is running unopposed for another six-year term. Chief Marrs thanked him for his continued service.

There will be a motion to approve hiring Robert Stoll effective August 23, 2021 from the eligibility list. (Mr. Stoll will replace George Alvarez, who declined the employment offer.)

Captain Desmarais has moved to days in Logistics effective June 1st.

Events. As a Covid update, the King County Department of Health has expressed appreciation of the district for its vaccination efforts. The Covid case rate is looking great. We are at 135 cases per 100,000 people in King County. The vaccination program appears to be working well.

Commissioner Sitterley asked if there has been guidance on open meetings from the Governor. This is a work in progress.

Under New Business, there will be a resolution and policies pertaining to electronic signatures for consideration.

The paperwork for the lid lift has been submitted. Denny Lockett has applied to be on the Pro Committee and has submitted a statement in favor of the lid lift. No one signed up for the Con Committee.

The 2019 audit continues but is close to completion. Trina Norsen has a meeting with the audit manager this Friday. Trina filed the district's 2020 annual report last week.

Chief Marrs present the Day Shift Captain MOU pertaining to CARES. He asked that the Board review that. He wants the district to move closer to formal Mobile Integrated Health (MIH) program for low acuity/non-emergent callers. The district is interested in partnering with various agencies on this. Hopefully, we can work toward a one-year trial period for an MIH/CARES program, with whatever collaborative agencies the district can find to partner with. This is a work in progress.

Chief Marrs reminded the Board that the June 15th meeting has been moved to June 22nd instead.

The contractual consolidation with North Highline Fire, in terms of the volume of payroll changes, increased the amount of work that the auditor had to do. Thus, the bill for the 2019 audit will be significantly higher than it was in 2017 or 2018. Chief Marrs indicated that the district may seek recompense from North Highline for its attributable share of the payroll review costs.

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Consent Agenda. The Consent Agenda, all of which was approved 3-0, upon a motion made by Commissioner Sitterley and seconded by Commissioner Peden, consisted of the Chief's Report and the minutes of the May 18th meeting.

Unfinished Business. None.

Executive Session. None.

New Business. 1. Motion: Conditional Employment Offer for Firefighter Position.

Commissioner Sitterley moved, and Commissioner Peden seconded, a motion to authorize Chief Marrs to make a conditional offer of employment to Robert Stoll, to be effective August 23, 2021. This conditional offer of employment is subject to the successful completion of a background check, medical and psychological tests, drug screen test, and completion of the academy. There is also a one-year probationary period. Motion carried, 3-0.

2. Motion: Resolution Allowing Electronic and Digital Signatures.

Commissioner Sitterley moved, and Commissioner Peden seconded, a motion to approve Resolution 2021-03 allowing for Electronic and Digital Signatures for District Business. Motion carried, 3-0.

3. Motion: Policy and Procedure on Electronic/Digital Signature Use.

Commissioner Sitterley moved, and Commissioner Peden seconded, a motion to approve and adopt the Electronic and Digital Signature Technology Use Policy & Procedural Guideline, to be effective June 1, 2021. Motion carried, 3-0.

Good of the Order. Commissioner Sitterley congratulated Commissioner Elwell for running unopposed for his fourth term as a fire commissioner.

Adjournment. Pursuant to motion, the meeting was adjourned at 5:38 p.m.

Attachments. Attached to these Minutes are copies of:

1. the Meeting Notice
2. the Meeting Agenda
3. the Attendance Roster
4. Resolution 2021-03
5. Policy & Procedure Guideline

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6. MOU on Dayshift Captains

Minutes Approved: **June 23, 2021**

SIGNATURE PENDING
Chris Elwell
Chairman

Attest:

SIGNATURE PENDING
Joseph F. Quinn, District Secretary

SIGNATURE PENDING
Ted Sitterley
Commissioner

SIGNATURE PENDING
Rudy Peden
Commissioner

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