

**MINUTES OF THE AUGUST 24, 2021 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 remotely on August 24, 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, Trina Norsen, and District Secretary Joseph Quinn. Others in attendance will be shown on the Attendance Roster.

**Call to Order.** The meeting was called to order at 5:04 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 Ray Pettigrew presented the Call Summary Reports. He said there have been 53 fires recently and a good many of those are grass fires. There have been several small, intentionally set fires, and the District has requested the help of the King County fire investigators. There was a vacant building fire on August 3 and five shootings. COVID-19 contacts are increasing for our crews, he said. Last month alone there were 18. We had five possible exposures to positive COVID patients. Overall, this year to date we have had 600 more calls than at the same time in 2020, and about 275 more calls than 2019 year to date.

(2) Announcements: August 25, 2021 the job posting for entry level firefighter position closes. Since September 6, 2021 is Ted Sitterley's birthday we wish him a happy birthday. Also: Oct 21-23, 2021: WFCFA 2021 Annual Conference at the Tulalip Resort.

**Public Comment.** None.

**Correspondence.** WFCFA sent us a notice regarding 2022 Medical Premium Rates. Chair Elwell said there is no premium increase and a dental benefit has been added.

**Local 1461 Comment.** President Matt Ready said he was glad the lid lift passed with 59% voter approval. Chair Elwell expressed his appreciation to the Local for their efforts. Matt Ready said the Governor's vaccine mandate—Proclamation 21-14—has been a hot topic and that labor and management will be meeting about that. He and other union leaders signed a letter to the Governor asking him to rescind the proclamation.

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

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**Facilities.** N/A.

**Equipment.** N/A.

**Personnel.** Chief Marrs said there is a motion under New Business to make a permanent assignment of David Jason to Captain, This is to fill the vacancy created by the Captain Sykes retirement.

Chief Marrs noted that our four new firefighters are starting at an academy.

Chief Marrs said Captain Joe Kupferling is deployed to the Schneider Springs Fire, which is burning near SR 410 east of Chinook Pass.

Chief Marrs said there are four motions under New Business to approve employment contracts for Erin Halter, Christina Parker, Shauna Sheppard and Trina Norsen. These include well deserved merit increases of 6% for all four. Comparables were reviewed and their salaries are still in line with comparable positions in similar departments.

Chief Marrs thanked AC Ray Pettigrew for his efforts to achieve compliance with codes and laws by an illegal nightclub. City officials have been most appreciative of his efforts and apparently an arrest has been made.

Chief Marrs thanked Trina Norsen for her efforts on the lid lift, as she provided information calmly to many citizens, some of whom were not very happy with the proposition.

Chief Marrs updated the board on the COVID-19 situation and with the delta variant. Even before the Governor's vaccine mandate, Dr. Rea and King County EMS were recommending a return to all masking up on EMS calls. The District administration is modifying the work from home expectations to protect each other from COVID to a greater degree. The Chief reminded us that the District had two breakthrough cases of COVID in two fully vaccinated employees. He suggested that board meetings should be conducted virtually through the end of the year. He discussed vaccine booster shots and mentioned the full authorization of the Pfizer-BioNTech vaccine. The District should consider ramping up its efforts to vaccinate the public. We may want to help the King County effort again there. Dr. Rea noted at a meeting that 90- 95% of the COVID positives are in unvaccinated individuals. Only about 10% of the positives are breakthroughs. The booster shots will probably be the exact same formula as used earlier. Chief Marrs said the District is being fully reimbursed for its COVID expenditures such as overtime, PPE, etc. Trina said FEMA previously paid about \$57,000 and we expect another \$120,000 from King County for Covid-tester reimbursement.

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**Events.** N/A.

**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, the minutes of the August 3rd regular board meetings, the Declaration of Surplus (see attached) for obsolete and/or damaged equipment not serviceable for current operations and Voucher Approval for August 2021 as follows: **Expense Fund:** Voucher No. 210801001 through 210801086 in the amount of \$1,466,055.81, due for payment by August 31, 2021.

**Unfinished Business.** None.

**New Business.** 1. Motion: Memorandum of Understanding Regarding Probationary/Trainee Firefighter.

Commissioner Sitterley moved, and Commissioner Peden seconded, a motion to approve and authorize Chief Marrs to sign the Memorandum of Understanding between King County Fire District No. 2 and IAFF Local 1461 regarding CBA Section 10.2.20-Probationary/Trainee Firefighter. Motion carried, 3-0.

2. Motion: Permanent Assignment to Captain – David Jason.

Commissioner Sitterley moved, and Commissioner Peden seconded, a motion to authorize Chief Marrs to promote David Jason to a permanent shift Captain position. The start date for the promotion is September 1, 2021 with a probation period of six months, with the promotion made from the 2019-2021 Captain promotional list. Motion carried, 3-0.

3. Motion: Employment Contract Renewal – Erin Halter.

Commissioner Sitterley moved, and Commissioner Peden seconded, a motion to approve the Employment Contract for Erin Halter for the position of Office Administrator/Receptionist as submitted, with the contract being effective for the period January 1, 2021 through December 31, 2023. In recognition of the increased workload resulting from the agreement with North Highline Fire District, the contract includes a merit increase of 6% of base pay. Motion carried, 3-0.

4. Motion: Employment Contract Renewal – Christina Parker

Commissioner Sitterley moved, and Commissioner Peden seconded, a motion to approve the Employment Contract for Christina Parker for the position of Accounting Specialist as submitted, with the contract being effective for the period January 1, 2021 through December 31, 2023. In recognition of the increased workload resulting from the

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agreement with North Highline Fire District, the contract includes a merit increase of 6% of base pay. Motion carried, 3-0.

5. Motion: Employment Contract Renewal – Shauna Sheppard

Commissioner Sitterley moved, and Commissioner Peden seconded, a motion to approve the Employment Contract for Shauna Sheppard for the position of Public Educator/PIO and NHF District Secretary as submitted, with the contract being effective for the period January 1, 2021 through December 31, 2023. In recognition of the increased workload resulting from the agreement with North Highline Fire District, the contract includes a merit increase of 6% of base pay. Motion carried, 3-0.

6. Motion: Employment Contract Renewal – Trina Norsen

Commissioner Sitterley moved, and Commissioner Peden seconded, a motion to approve the Employment Contract for Trina Norsen for the position of Finance & HR Manager as submitted, with the contract being effective for the period January 1, 2021 through December 31, 2023. In recognition of the increased workload resulting from the agreement with North Highline Fire District, the contract includes a merit increase of 6% of base pay. Motion carried, 3-0.

**Good of the Order.** Chair Elwell mentioned that PSERN (the King County emergency communications radio network) has now hired its first permanent employee, Mike Webb, as Executive Director. Commissioner Sitterley said he is recovering from his torn tendon injury.

**Executive Session.** At 5:52 p.m. the Board adjourned into Executive Session for an estimated 30 minutes to discuss contract negotiations about the impacts of a vaccine mandate ordered by the Governor of the State of Washington, pursuant to RCW 42.30.140(4)(a), as outside the scope of the Open Public Meetings Act. At 6:22 p.m. the board extended the session for 20 more minutes, and concluded the session at 6:42 with no further business to be taken.

**Adjournment.** Pursuant to motion, the meeting was adjourned at 6:44 p.m.

**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. MOU on Probationary/Trainee Firefighter
6. Four Employment Contracts
7. Draft MOU on trial program for added Captain for Logistics and Fire Marshal and for staffing for CARES and/or MIH program


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Minutes Approved: September 21, 2021

  
Chris Elwell (Sep 21, 2021 18:24 PDT)

Chris Elwell  
Chairman

Attest:

  
Joseph Quinn (Sep 22, 2021 08:07 PDT)

Joseph F. Quinn, District Secretary

  
Ted Sitterley (Sep 23, 2021 10:52 PDT)

Ted Sitterley  
Commissioner

  
Rudy Peden (Sep 21, 2021 21:37 EDT)

Rudy Peden  
Commissioner

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