

**MINUTES OF THE JANUARY 6, 2026 REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF KING COUNTY FIRE DISTRICT NO. 2**

The regular meeting of the Board of Commissioners of King County Fire District No. 2 was held on January 6, 2026, at Headquarters Station 28, commencing at 5:03 p.m., pursuant to proper notice. District officials in attendance, either in person or via GoToMeeting, were Commissioners Chris Elwell, Mike Ziegler and Robert Lawson, Fire Chief Jason Gay, Assistant Chief (AC) Ray Desmarais, AC Wayne Metz, Finance Manager Charles Chen and District Secretary Eric Quinn, in addition to several others as reflected on the attached attendance roster.

- I. **CALL TO ORDER AND FLAG SALUTE.** Chair Elwell called the meeting to order at 5:03 p.m. and led the Board in the Pledge of Allegiance.
- II. **FIRST ORDER OF NEW BUSINESS.** Christina Parker, notary public, administered the oath of office to Commissioner Robert Lawson and notarized the oath before the public.
- III. **AGENDA APPROVAL.** The agenda was approved by unanimous vote.
- IV. **PRESENTATIONS/ANNOUNCEMENTS.**

Presentations. There were none.

Announcements.

- January 27, 2026 is the date for the graduation of Recruit Class 21 from the Firefighter Training Academy, which will take place at the River of Life Fellowship at 10615 SE 216th Street, Kent, WA 98031, at 6 p.m. There will be three recruits graduating.
 - January 29, 2026 will be Legislative Day in Olympia, WA at the State Capitol Legislative Building: Columbia Room (from 8 to 10 a.m.)
- V. **PUBLIC COMMENTS.** There were none.
 - VI. **CORRESPONDENCE.** There were letters from Dr. Rea, recognizing numerous responders for their services during various EMS calls. Those responders are Cole Manahan, Humberto Pena, Josef Kupferling, Ernie Brown, Emily Stoen, Richard Dutton, Kody Henderson, Ethan Stuart, Austin Makowski, Tyrone Guadiz and Erik Clafin.
 - VII. **I.A.F.F. LOCAL 1461 COMMENTS.** President Lemanu provided comments on behalf of the Union, which welcomed Commissioner Lawson to the Board. He indicated to the Board that firefighter safety is paramount.
 - VIII. **ADMINISTRATION REPORTS.** Chief Gay delivered the Chief's Report as follows:

OPERATIONAL UPDATE:

AC Metz indicated that there were 12,617 calls in 2025, 557 less than 2024. The District attributes this decrease in calls to the CARES unit reducing low-acuity calls. AC Metz also discussed calls of note, and further discussed recruit-academy graduations and training opportunities.

FIRE PREVENTION UPDATE:

AC Desmarais provided the fire-prevention update. He discussed new officials at the City of Normandy Park and efforts to improve the permitting process. He also discussed software systems in the context of fire prevention. He indicated that there were 162 plan reviews in 2025. Furthermore, 29 special permits were issued and 1,637 inspections were performed last year.

LABOR MANAGEMENT MEETINGS.

The District and the Union are setting schedules for LMC meetings this year.

FACILITIES. There was nothing to report under Facilities.

PERSONNEL.

On December 10, 2025, Chief Gay sent the commissioners a couple of items for review regarding personal services contracts. He is seeking any follow-up on those items.

Following up on the last meeting of 2025, administration had some additional unfinished business based on the requests of commissioners for information. Chief Gay provided that information to the commissioners.

Chief Gay requested executive sessions under RCW 42.30.110(1)(g) to discuss the performance of a public employee.

EVENTS. See above under Presentations and Announcements.

STRATEGIC PLANNING. There was nothing to report.

OTHER. See report.

As a follow-up, the District is still preparing for the tax implications from the OBBBA. Payroll, Finance, and HR are working with the Operations Chief to ensure proper formulation of the needed information.

The District recently received the paperwork for the EMS Trauma Grant the District receives annually. In 2026, the total is stated to be \$965.00. In 2025, the amount was \$778.00, and has trended up \$10-\$15 per year for the last two years.

Chief Gay is looking for any feedback on the Financial Affairs Policy that he sent out in early December. If the Board approves of the policy, Chief Gay will bring the policy to the next LMC meeting for Union review.

Chief Gay provided a CARES update. The District had a 6% total drop in calls to the three assisted living facilities within the District's boundaries. This resulted in a decrease of **44%** in unnecessary calls to these facilities.

The District's in-service time (IST) increased by **70%**. In 2024, the District had nearly 38 hours of IST. That increased to almost 57 hours in 2025. A large portion of these hours can be attributed to Obvious Death calls and CPRs. For obvious deaths, the District arrives and places the unit in service and waits for PD to arrive. Lindsey Mueller also starts the grief process and assists the family with next steps. For CPRs, Lindsey Mueller is the liaison between the family and the crew/medics and helps them with their grief. Chief Gay will usually go to the hospital with the patient and medics to keep the rigs in service.

In the packet there is an IRS mileage-reimbursement document that is supporting the forthcoming resolution.

There will be some signatures needed on some accounts-payable documents. There is also some information pertaining to insurance-premium increases.

That concluded the Chief's Report.

IX. CONSENT AGENDA APPROVAL.

Commissioner Ziegler moved to approve the consent agenda, consisting of the following items:

- January 6, 2026 Chief's Report
- Meeting Minutes: Minutes of the December 22, 2025 Special Board Meeting

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

X. UNFINISHED BUSINESS. There was none.

XI. NEW BUSINESS.

- Commissioner Ziegler moved to approve Resolution 2026-01 for Year 2026 Mileage Reimbursement in the amount of 72.5 cents per mile effective January 1, 2026. Commissioner Lawson seconded and the motion passed 3-0.

XII. EXECUTIVE SESSION.

- The Board convened into executive session pursuant to RCW 42.30.110(1)(g), to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public. Chair Elwell announced that the executive session would conclude at 5:38 p.m. unless extended by the Board. The Board reconvened in regular session at 5:38 p.m. with no action taken.
- The Board convened into executive session pursuant to RCW 42.30.110(1)(g), to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public. Chair Elwell announced that the executive session would conclude at 5:55 p.m. unless extended by the Board. The Board extended the executive session for five minutes to conclude at 6 p.m. unless extended by the Board. The Board reconvened in regular session at 6:00 p.m. with no action taken.

XIII. OTHER NEW BUSINESS.

Commissioner Elwell moved that the Board issue a finding of full performance as it pertains to the annual performance evaluation of Fire Chief Gay and that a merit increase of 3.0% be applied to the Fire Chief's 2026 salary that, when added to the CPI increase provided for in the Fire Chief's contract, shall result in a 2026 salary increase of 5.7% for the 2026 contract year. Commissioner Ziegler seconded the motion, which carried 3-0.


- XIV. GOOD OF THE ORDER.** Commissioner Ziegler commended Tony and Lindsey for their efforts with the CARES car. Chair Elwell seconded that commendation. A round of applause was had. Chair Elwell welcomed Commissioner Lawson to the Board.

XV. **ADJOURNMENT.** Commissioner Ziegler moved to adjourn the meeting and the meeting was adjourned at 6:04 p.m.


Minutes Approved: January 20, 2026


Chris Elwell
Board Chair


Mike Ziegler
Commissioner


Robert Lawson
Commissioner

ATTEST:


Eric Quinn (Jan 20, 2026 18:39:58 PST)
Eric T. Quinn, District Secretary

ATTACHMENTS

- January 6, 2026 Chief's Report
- January 6, 2026 Regular Meeting Agenda
- Recruit Academy 21 Graduation Flyer
- WFCM Legislative Day Flyer
- IRS notice regarding mileage reimbursement
- Resolution 2026-01 regarding IRS mileage reimbursement
- Correspondence regarding admirable performance by EMS personnel
- Attendance Sheet

January 6, 2026






01.06.2026 KCFD2 Meeting Minutes_Need E-Signature

Final Audit Report

2026-01-21

Created:	2026-01-21
By:	Charles Chen (cchen@king2fd.org)
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"01.06.2026 KCFD2 Meeting Minutes_Need E-Signature" History

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