

**MINUTES OF THE JANUARY 20, 2025 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 20, 2025, at Station 28 and remotely, 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, Sitterley, and Ziegler; Fire Chief Jason Gay; Assistant Chiefs (AC) Wayne Metz and Ray Desmarais; Finance Manager Charles Chen; District Secretary Eric Quinn; and several others as reflected on the attached attendance roster.

- I. CALL TO ORDER AND FLAG SALUTE.** The meeting was called to order at 5:00 p.m. by Commissioner Elwell, who led the Pledge of Allegiance to our flag.
- II. AGENDA APPROVAL.** Commissioner Sitterley moved to approve the agenda as presented. Commissioner Ziegler seconded the motion, which carried 3-0.
- III. PRESENTATIONS/ANNOUNCEMENTS.**

Presentations

- AC Metz provided the call-summary reports. AC Metz discussed notable calls, but the District is down 133 calls as compared to this time last year. There was a call that involved a fatality. Chair Elwell inquired as to the decrease in calls as to Station 18. ACs Metz and Desmarais discussed the reasons for that. AC Desmarais mentioned there may have been some improvements in fire protection equipment that may be reducing calls.

Announcements

- January 21, 2025 is the graduation for Recruit Class 19 (“RA 19”) from the Firefighter Training Academy at New Life Church located at 15711 152nd Ave SE, Renton, WA 98058, taking place at 6 p.m.
- Chief Gay reminded the Commissioners that April 15 is the deadline for the Commissioners to file their Form F-1 Personal Financial Affairs Statement with the Public Disclosure Commission.

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

V. CORRESPONDENCE.

- There was a letter from a Jim Schulz commending the District’s instructor (Firefighter Austen Tschernega) for his teaching of a CPR class. Mr. Schulz indicated that Austen is very knowledgeable and personable.
- Chief Gay commended District firefighters Tony Rosenthal, Jeff Gallagher, Seth Richmond, Gunnar Wilson, Ryley Haveman and Captain Brian Marcus, for their services at a particular call. Their services are reflected in greater detail in the attached correspondence from Mr. Robert Dietrich.

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VI. I.A.F.F. LOCAL 1461 COMMENTS. There were none.

VII. ADMINISTRATION REPORTS. Chief Gay provided the Chief's report as follows:

OPERATIONAL UPDATE:

AC Metz discussed various training opportunities. He also discussed RA19's graduation. There are five recruits coming out of the RA19 class. The District has three recruits that are starting another class, with graduation to take place in July 2025.

FIRE PREVENTION UPDATE:

AC Desmarais discussed some turnover with City personnel. He also discussed the recent adoption of the Burien fire code and the impacts that will have, specifically pertaining to Knox boxes.

EQUIPMENT:

Chief Gay thanked legal counsel for issuing the opinion as to purchasing the SCBAs. The opinion was positive. Consequently, the new SCBAs have officially been ordered.

Chief Gay has a King County BLS working group meeting on 1/23. He will be looking to get more insight on regional solutions for the looming defibrillator issue. He is leaning towards similarity with our neighboring departments as to defibrillators. King County has been a bit slow on how this will be implemented, but Chief Gay is optimistic that will be addressed soon.

FACILITIES:

On Thursday 1/16, Chief Gay, AC Metz, the Station 19 on-duty crew and a logistics officer walked the grounds of Station 19. The District is working on addressing a safety issue after a private vehicle almost struck the crew's sleeping quarters. The District located a vendor for ecology blocks for Station 19. The blocks are \$60 each and are a reasonable safety feature to ensure the crews remain safe while in their dorms.

The City of Burien's administer manager, along with the City's head of IT and Systems division, are coming over the first week in February to discuss technology and the Emergency Operations Center ("EOC"). Chief Gay discussed plans for updating technology to assist in this area.

Brass Shamrock will be delivering the lumber for the commercial and high-pitch ventilation props to Station 29, around February 12. Construction should begin around February 15.

PERSONNEL:

The personal services contract for the MHP/CARES-car coordinator is ready for commissioner signatures.

The administrative assistant job description has been posted. The District has the posting set to expire on February 14. The District expects to have first cuts and then scheduled interviews in the third and fourth week of February. Chief Gay hopes that the District will find the desired candidate, bring them forward for the Board's final approval, and have them available to start ASAP in March.

In addition, this evening the District is scheduled for the annual evaluation of the Fire Chief. Therefore, the District will need an executive session to evaluate or review the performance of a public employee under RCW 42.30.110(1)(g).

EVENTS:

On Monday January 13, the District's CARES team members and Chief Gay, along with the PD Co-response team, presented to the Burien City council. The operations and results from the program were well received.

Tomorrow, January 21, as previously mentioned, is the RA19 graduation in Renton. The District has five recruits graduating.

On January 29, at 6 p.m., Chief Gay will be involved in a Coffee with the City Manager - Public Safety Q&A/conversation at the Burien community center. The Burien City Manager, Burien Police Chief and Chief Gay will be engaging with the public. Chief Gay implored all to attend.

On January 31, Chief Gay will be representing the department at the "empty bowls" fund raiser for the White Center and Burien food banks. He will be a soup judge. He encouraged the Commissioners and all to attend.

Chair Elwell discussed a posting by the City about the CARES Car that did not mention the District, and his feeling that this was not productive to the partnership between the District and the City. AC Desmarais commended Lindsey Mueller for her recent presentation about CARES.

Chief Gay will forward further information about event times and locations.

OTHER: There was nothing further to report.

There were no questions for Chief Gay. That concluded the Chief's Report.

VIII. CONSENT AGENDA APPROVAL.

Commissioner Sitterley moved to approve the consent agenda with the following items:

- January 20, 2025 Chief's Report
- Meeting Minutes; Minutes of the January 7, 2025 Regular Board Meeting
- Voucher Approval for January 2025:

Expense Fund: Voucher No. 250101001 through 250101069 in the amount of \$1,589,192.33 and due for payment January 31, 2025.

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

IX. UNFINISHED BUSINESS. There was none.

X. NEW BUSINESS.

- Commissioner Sitterley moved to appoint Jeremy Trivelas to a permanent Captain position effective December 1, 2024, as he has completed his twelve-month probation period.

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

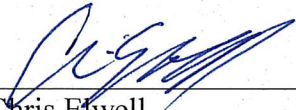
XI. EXECUTIVE SESSION.

- Chair Elwell announced the need for an executive session pursuant to RCW 42.30.110 (1)(g) to review the performance of a public employee. Chair Elwell announced a duration of 20 minutes, to commence at 5:35 P.M., with the executive session to conclude at 5:55 P.M. unless extended by the Board. The Board extended executive session for an additional 20 minute with executive session to conclude at 6:15 P.M. unless extended by the Board. The Board convened into regular session at 6:15 P.M. with no action taken.


XII. GOOD OF THE ORDER. Chief Gay commended District firefighters for always going above and beyond. Chair Elwell asked Chief Gay to inform those firefighters that the Board commends their actions as well.

XIII. ADJOURNMENT. Commissioner Sitterley moved to adjourn the meeting at 6:17 p.m. Commissioner Ziegler seconded the motion, and the meeting was adjourned at 6:17 p.m.

Minutes Approved: 2/4/2025.



Chris Etwell
Chairman




Ted Sitterley
Commissioner



Mike Ziegler
Commissioner

ATTEST:

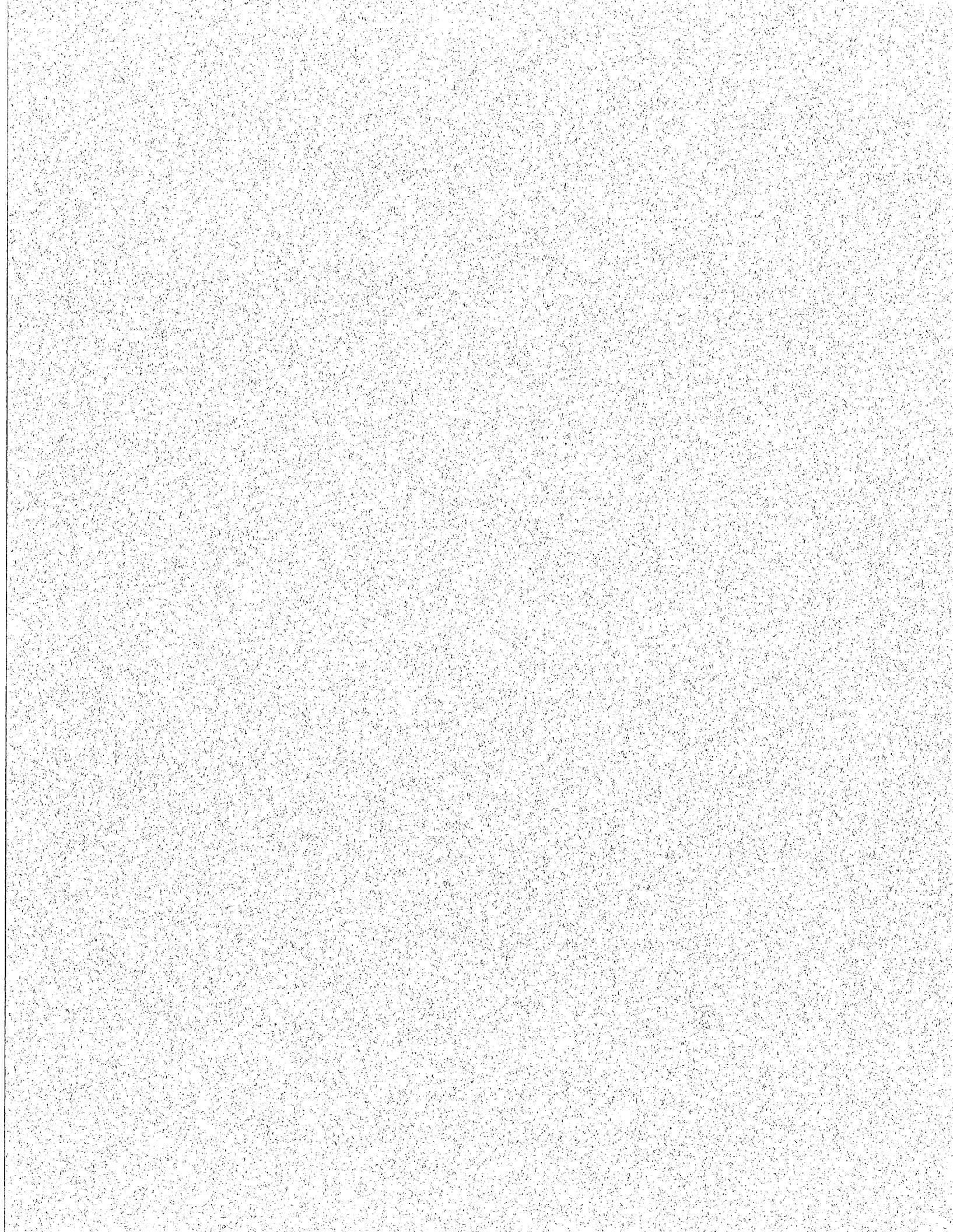


[Eric Quinn \(Feb 6, 2025 17:07 PST\)](#)
Eric T. Quinn, District Secretary

ATTACHMENTS:

- Attendance Roster
- January 20, 2025 Agenda
- January 20, 2025 Chief's Report
- Call Summary Reports (Station and Incident Type)
- Correspondence from Robert Dietrich
- Correspondence from Jim Schulz

January 20, 2025








01.20.2025 KCFD2 Meeting Minutes_Need E-Signature

Final Audit Report

2025-02-07

Created:	2025-02-06
By:	Charles Chen (cchen@king2fd.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAwpFsUQe9lxI5rSIUs1b6GqRCVJjmYpGZ

"01.20.2025 KCFD2 Meeting Minutes_Need E-Signature" History

-  Document created by Charles Chen (cchen@king2fd.org)
2025-02-06 - 11:18:43 PM GMT
-  Document emailed to Eric Quinn (ericquinn@firehouselawyer2.com) for signature
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