

**MINUTES OF THE FEBRUARY 4, 2025 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 on February 4, 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 Chief (AC) Ray Desmarais; 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 There were none

Announcements

- February 6, 2025 will be Legislative Day in Olympia, WA at the State Capitol: Columbia Room
- There is a special event on March 18, 2025: Attorney Brian Snure will be presenting a Q&A Webinar, courtesy of the Washington Fire Chiefs Administrative Support unit.

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

V. **CORRESPONDENCE.**

- In the board packet was a letter from Fire Academy Recruit Chun-Hei Kyle Wong requesting consideration of his Bachelor's Degree for the additional 1% Education Premium. Chair Elwell inquired as to whether there was any issue with a person being on probation/attending academy. Chief Gay indicated no.

- VI. **I.A.F.F. LOCAL 1461 COMMENTS.** IAFF Local 1461 President Mativa Lemanu had nothing to report. He indicated he is looking forward to future LMC and negotiation meetings.

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

**OPERATIONAL UPDATE:**

There was no update from operations

### **FIRE PREVENTION UPDATE:**

AC Desmarais informed the Board that Prevention is ramping up. He indicated that Captain Lemanu started recently and praised a separate employee for their work in Prevention.

### **EQUIPMENT:**

There was nothing to report under Equipment.

### **FACILITIES:**

This morning, Chief Gay met with the City of Burien's head of Administration and former head of IT and Systems division, along with other city officials. The parties discussed the space offered for the EOC and discussed a shared vision. The parties plan on developing a linked vision for the EOC and are discussing technological updates to establish a more functional EOC, along with improved hybrid meeting functionality. Chief Gay looks forward to moving forward with updating and upgrading our equipment. There is a company that the City has used multiple times to work through these issues. This project should be completed in the next couple of months.

### **PERSONNEL:**

On Monday, February 3, District CARES, PD, Fire, and the City had a meeting to work on a mutual vision for the future of CARES. Since the District brought on its CARES program staff in-house, it has freed up some money. Consequently, the City was asking if we had any ideas that would help us and the program.

There are 38+ applicants for the administrative assistant job description. Finance Manager Chen and Chief Gay are hoping to perform first cuts and then schedule the first round of interviews.

Chief Gay noted a letter from a new District employee. He is requesting the 1% additional pay stipend for his bachelor's degree. Chief Gay sought a motion as whether to approve the request or not.

The District is currently in mediation for the CBA. The first meeting went well. Chief Gay requested a short executive session under RCW 42.30.140(4)(b) pertaining to that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining.

Chief Gay also requested a brief executive session under RCW 42.30.110(1)(g) to evaluate the performance of an employee. In addition, after the executive session, Chief Gay requested a motion to authorize him to hire an additional employee for RA21.

In addition, Chief Gay requested an executive session under RCW 42.30.110(1)(g) to evaluate or review the performance of a public employee, specifically the annual performance of the Fire Chief.

The City wants to know what it can do for the District in terms of the co-response model. Apparently, there are some issues with federal funding, Chief Gay implored the Commissioners to reach out to him with any questions.

#### **EVENTS:**

On Wednesday, January 29, Chief Gay participated in a Public Safety Q&A/conversation at the Burien community center. The Burien City Manager, Burien Police Chief and Chief Gay were joined by a group of active Burien residents and did answered questions. There were approximately 15 to 17 people in attendance.

Last Friday, January 31, Chief Gay represented the department at the "empty bowls" fund raiser for the White Center and Burien food banks. He participated as a soup judge with about 10 other judges. It was a great event. He found out that it is their "big" annual fundraiser and it usually generates \$10-15k for the food banks. It was a packed house and Chief Gay was able to talk to a lot of Burien residents. He encouraged the commissioners to attend this event in the future. He also commended the El Centro restaurant for the delicious soup.

#### **OTHER:**

Chief Gay noted that since the re-establishment of the Nurse line, the current percentage of calls re-routed back to 911 is 3%. It averaged 28% under the replaced TRP program.

Shortly, the District will be in full swing with its WSRB audit. The District is scheduled for the last week of April or the first week of May. The District just started receiving preliminary emails and explanations of desired information.

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:

- February 4, 2025 Chief's Report
- Meeting Minutes: Minutes of the January 20, 2025 Special Board Meeting

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

**IX. UNFINISHED BUSINESS.** There was none.

**X. NEW BUSINESS.**

- Commissioner Sitterley moved to approve the addition of a four-year Bachelor's Degree in History and German Linguistics to the Education Pay policy (as outlined in the 2021-2024 CBA) for the additional 1% wage increase, effective February 1, 2025.

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

**XI. EXECUTIVE SESSION.**

- Chair Elwell announced the need for an executive session pursuant to RCW 42.30.140 (4)(b), to discuss the planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress. Executive session commenced at 5:15 PM to conclude at 5:25 PM unless extended by the Board. The Board reconvened into regular session at 5:25 PM. No action was taken.
- 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 CITE THE WHOLE STATUTE. Chair Elwell announced a duration of five minutes, to commence at 5:26 P.M., with the executive session to conclude at 5:31 P.M. unless extended by the Board. The Board reconvened into regular session at 5:31 P.M. with no action taken.
- 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 ten minutes, to commence at 5:32 P.M., with the executive session to conclude at 5:42 P.M. unless extended by the Board. The Board reconvened into regular session at 5:42 P.M.

**XII. ADDITIONAL NEW BUSINESS**

- Commissioner Sitterley moved to authorize Chief Gay to make a conditional offer of employment for an additional individual for Fire Academy – Recruit Class 21, to be effective August 18, 2025. This conditional offer of employment is subject to the candidate's successful completion of a background check, medical and psychological tests, drug screen test, completion of fire academy, and subject to an

eighteen-month probation period. Seniority ranking will be based on the numerical position on the New Hire Interview Final Results list, and as listed above. In the event that a candidate declines the offer, or fails to meet the requirements of this conditional offer, Chief Gay is authorized to make a conditional offer to the next candidate on the New Hire Interview Final Results list.

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

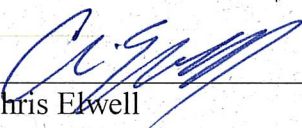
- Commissioner Sitterley moved to authorize a 4.5% increase in the salary of Fire Chief Jason Gay pursuant to the terms of his personal services contract.

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

**XIII. GOOD OF THE ORDER.** Chief Gay asked the commissioners to look at their calendars for availability with respect to strategic planning—which would take place in the form of an approximately one-day retreat. The Commissioners discussed scheduling. The retreat would commence at 8:30 A.M., March 21, 2025.

**XIV. ADJOURNMENT.** Commissioner Sitterley moved to adjourn the meeting at 5:50 p.m. Commissioner Ziegler seconded the motion, and the meeting was adjourned at 5:50 p.m.

Minutes Approved: 2/19/2025

  
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Chris Elwell  
Chairman

  
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Ted Sitterley  
Commissioner

  
\_\_\_\_\_  
Mike Ziegler  
Commissioner

ATTEST:

  
\_\_\_\_\_  
Eric Quinn (Feb 19, 2025 09:48 PST)

Eric T. Quinn, District Secretary

February 4, 2025

ATTACHMENTS:

- February 4, 2025 Agenda
- Chief's Report
- Correspondence re: education premium
- WFC Announcement

February 4, 2025






# 02.04.2025 KCFD2 Meeting Minutes\_Need E-Signature

Final Audit Report

2025-02-19

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