

**MINUTES OF THE FEBRUARY 17, 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 February 17, 2026, at Headquarters Station 28, commencing at 5:00 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. **AGENDA APPROVAL.** The agenda was approved by unanimous vote.
- III. **PRESENTATIONS/ANNOUNCEMENTS.**

Presentations. AC Metz presented the call summary report. He discussed calls of note, one involving a commercial fire (specifically a dumpster fire).

Announcements.

- March 14 - Seminar regarding New & Experienced Commissioner, Chief & Secretary Training. This will take place in Spokane or via webinar.
- Chief Gay reminded the Commissioners to file Form F-1 Personal Financial Affairs Statement with the Public Disclosure Commission.
- April 18 - Seminar regarding Roles & Responsibilities of Fire Commissioners & Fire Chiefs. This seminar is taking place in Tacoma or via webinar.
- May 2 - Seminar regarding New & Experienced Commissioner, Chief & Secretary Training. This will take place at the Suquamish Resort or via webinar.
- June 6 - Seminar regarding Transforming Fire Service Culture: Leadership, Mental Health, & Commissioner's Role. This training will take place in Chelan.

- IV. **PUBLIC COMMENTS.** There were none.
- V. **CORRESPONDENCE.** There was none.
- VI. **I.A.F.F. LOCAL 1461 COMMENTS.** There were no comments from Local 1461.
- VII. **ADMINISTRATION REPORTS.** Chief Gay delivered the Chief's Report as follows:

OPERATIONAL UPDATE.

AC Metz provided the operations update. The first round of new-hire interviews is set to take place from March 2 through March 5.

FIRE PREVENTION UPDATE.

AC Desmarais had no update from fire prevention.

LABOR MANAGEMENT MEETINGS (“LMM”):

The District had a brief LMM on February 12. Labor mentioned that at the next meeting they would be bringing forward some thoughts on the Uniform policy.

The L&I FIIRE grant process was discussed. The District is currently saving 10% on its monthly L&I costs and is in the process of completing the Safety Improvement Plan (SIP). Chief Gay has pushed to have the safety committee involved in helping determine which items they find as most helpful in reducing carcinogen contact and musculoskeletal injuries. Finally, the District provided the Financial Affairs policy to the Local. The Local had no input.

FACILITIES:

Chief Gay received word from the Highline Amateur Radio Club that the club would be having a company pick up the container on the SE corner of Station 18 on Friday February 20. The list is in the packets. The items are out-of-service bunker gear and old SCBAs. The old Scott SCBAs were replaced due to age and lack of warranties.

In addition, over half of the SCBA bottles are beyond time for hydrostatic testing. Once surplused, the District would like to donate them to an individual who collects old salvageable fire equipment and transports it to less fortunate communities in South America.

Chief Gay received contact from Air Exchange (Plymovent company). Air Exchange is waiting on parts for Stations 28 and 29. Toward the end of this month, they will begin the upgrading process for the two northern stations, then move south for initial installation of the Plymovent systems at Stations 28 and 29.

PERSONNEL:

RA22 (recruits Rogers, Hessler, Knoles, Rincon, and Monroe, listed by seniority) are wrapping up week 2 in the academy. On March 13th AC Metz will attend their 1st evaluation. So far, no news is good news. Firefighters Kavin Tayag, Megan Hughes, and Nicholas Barron have completed their 18 months of probation and Chief Gay would appreciate a motion to make them permanent firefighters with KING2.

EVENTS:

A Save-the-Date was issued via email for the May 2nd, 2026 Appreciation Banquet at the Glen Acres Country Club.

STRATEGIC PLANNING:

IT infrastructure was a recent topic at a meeting between Mark Halverson, Joe Kupferling, and Chief Gay on 2/12. The goal was to hit upon the Strategic Plans Goal A: Excellent Service and Operations, specifically how the District enhances its ability to effectively manage its information-technology resources. What the District was hoping to accomplish according to the plan was:

- Prioritizing immediate IT needs
- Developing an IT roadmap with short-Med-Long term IT goals.

The group discussed prioritizing the immediate need to move the District's environment to a cloud-based solution in Office 365 (O365) and having all three of the current domains sync to O365. This will alleviate the need for different logins up north and down south. With the current two groups (Admin and FFs) once the District moves to O365, all computers will be king2.fid users and will sign in with their email. This is a large move and the challenging part is managing the break between on-premises accounts and O365 accounts. Mark has a plan for the transition. Additionally, the District is going to establish "Data Czars" to help determine the necessary old files to maintain. FF accounts will be migrated first and all users will still have access to all office programs. Admin will be last.

In dealing with the roadmap for short-Med-Long term goals, the District has determined that the last upgrade to Office was \$15-20k. The District still has some life in the system but will be looking at FFs using boxed sets for its 25 workstations (likely costing \$7.5-10k), then eventually, long term, the District will purchase different licenses post-migration once boxed sets are unavailable, which will likely be about \$2,000 per month as everything is moving to subscription-based services.

Additionally, long term, the District seeks to discontinue active directory accounts, which will require some IT hardware including new dedicated full-feature switches. Thus, the goal is to get a price package and create a Capital IT fund for the 2027 budget. This will allow the District to have funding for the IT roadmap including a three, four, and five-year term for computer inventory replacement based on age, new licensing, hardware, security cameras, MDT, switch, and server replacement cycles.

Additionally, in the packets is an Anonymous email policy. This was developed out of the Strategic plan. Under the Goal B: Strong Team and Culture, with the desire to proactively create a healthy and transparent team environment, one of the items was to develop mechanisms to solicit, recognize, and respond to input from staff, including opportunities for anonymous feedback. The District has created an anonymous email for feedback and ideas. The only issue is that it is truly anonymous. According to IT, there is no way to determine who is sending the email so, the District felt it necessary to develop a policy on proper usage. If the policy is violated, the anonymous account

will be deactivated. Deactivation would occur if the account was used in an inflammatory, derogatory, or threatening manner. Chief Gay will be soliciting input from the commissioners prior to sending it to the union.

Elwell discussed retention issues and how the anonymous-comment policies are being adopted at other agencies.

OTHER:

On a positive note, the District received a reimbursement check from KCEMS from a CORE services purchase related to the new Lifepak defibrillators in the amount of \$31,502.13. The second set of bunker gear was received today, February 17, completing the annual-inspection requirement. The invoice for the bunker gear is higher than anticipated.

As the District moves into the future, it is transitioning items over to digital storage. Chief Gay commended BC Kupferling for his work on creating an online document for apparatus checks, and BC Zimmisky for creating an online version of the monthly probationary FF evaluation form.

That concluded the Chief's Report.

VIII. CONSENT AGENDA APPROVAL.

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

- February 17, 2026 Chief's Report
- Meeting Minutes: Minutes of the February 3, 2026 Regular Board Meeting
- Approve Declaration of Surplus for obsolete and/or damaged equipment not serviceable for current operations (list attached)
- Voucher Approval for February 2026:

Expense Fund: Voucher No. 260201001 through 260201068 in the amount of \$1,936,276.44 and due for payment February 27, 2026.

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

IX. UNFINISHED BUSINESS. There was none.

X. NEW BUSINESS.

- Commissioner Ziegler moved to appoint Kavin Tayag to a permanent firefighter position effective February 12, 2026, as he has completed his eighteen-month probation period.

- Commissioner Ziegler moved to appoint Megan Hughes to a permanent firefighter position effective February 12, 2026, as she has completed her eighteen-month probation period.
- Commissioner Ziegler moved to appoint Nicholas Barron to a permanent firefighter position effective February 12, 2026, as he has completed his eighteen-month probation period.

Commissioner Lawson seconded all of the above motions, all of which passed 3-0.

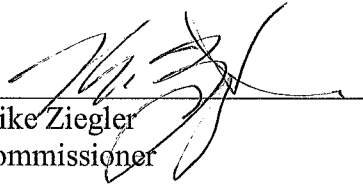
- XI. **EXECUTIVE SESSION.** There was no need for an executive session.
- XII. **GOOD OF THE ORDER.** Discussion was had regarding Chair Elwell's ability to participate virtually at March and April meetings. The Board and Fire Chief Gay worked through the scheduling issues.
- XIII. **ADJOURNMENT.** Commissioner Ziegler moved to adjourn the meeting and the meeting was adjourned at 5:33 p.m.

Minutes Approved: March 3, 2026

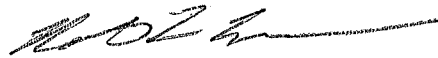


Chris Elwell (Mar 3, 2026 22:36:05 MST)

Chris Elwell
Board Chair



Mike Ziegler
Commissioner



Robert Lawson
Commissioner

ATTEST:



Eric Quinn (Mar 5, 2026 12:01:48 PST)

Eric T. Quinn, District Secretary

ATTACHMENTS:

- Numerous training announcements
- Surplus Lists
- Policy regarding anonymous comments

February 17, 2026

6











02.17.2026 KCFD2 Meeting Minutes_Need E-Signature

Final Audit Report

2026-03-05

| | |
|-----------------|---|
| Created: | 2026-03-04 |
| By: | Charles Chen (cchen@king2fd.org) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAAAnB0_F5raMDhEYHcFxZEy66jGf4AsoRWT |

"02.17.2026 KCFD2 Meeting Minutes_Need E-Signature" History

-  Document created by Charles Chen (cchen@king2fd.org)
2026-03-04 - 1:29:05 AM GMT
-  Document emailed to Eric Quinn (ericquinn@firehouselawyer2.com) for signature
2026-03-04 - 1:29:10 AM GMT
-  Document emailed to celwell@king2fd.org for signature
2026-03-04 - 1:29:10 AM GMT
-  Email viewed by Eric Quinn (ericquinn@firehouselawyer2.com)
2026-03-04 - 1:48:47 AM GMT
-  Email viewed by celwell@king2fd.org
2026-03-04 - 5:35:34 AM GMT
-  Signer celwell@king2fd.org entered name at signing as Chris Elwell
2026-03-04 - 5:36:03 AM GMT
-  Document e-signed by Chris Elwell (celwell@king2fd.org)
Signature Date: 2026-03-04 - 5:36:05 AM GMT - Time Source: server
-  Email viewed by Eric Quinn (ericquinn@firehouselawyer2.com)
2026-03-05 - 8:01:34 PM GMT
-  Document e-signed by Eric Quinn (ericquinn@firehouselawyer2.com)
Signature Date: 2026-03-05 - 8:01:48 PM GMT - Time Source: server
-  Agreement completed.
2026-03-05 - 8:01:48 PM GMT