

**MINUTES OF THE NOVEMBER 4, 2025 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 November 4, 2025, 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, Ted Sitterley and Mike Ziegler, Fire Chief Jason Gay, Assistant Chief (AC) Wayne Metz, AC Ray Desmarais, Finance Manager Charles Chen and District Secretary Eric Quinn, and several others as reflected on the attached attendance roster.

I. **CALL TO ORDER AND FLAG SALUTE.** Chair Elwell called the meeting to order at 5:00 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. There were none.

Announcements. There were none.

IV. **PUBLIC COMMENTS.** There were none.

V. **CORRESPONDENCE.** There was none.

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

VII. **ADMINISTRATION REPORTS.** Chief Gay delivered the Chief's Report as follows:

OPERATIONAL UPDATE:

AC Metz discussed academy opportunities.

FIRE PREVENTION UPDATE:

AC Desmarais indicated that the Dottie Harper house burned October 25. There is a historic building in Burien at the park with the same name. The King County Fire Investigation Unit ruled the fire as INCENDIARY.

October public-education month is complete for elementary school fire-safety education. AC Desmarais thanked Captains Stoess, Lemanu, and Reed for their work.

As for November public-education month, District engine companies will be leading fire safety talks at our area pre-schools and daycares.

LABOR-MANAGEMENT MEETINGS

The next Labor-Management Meeting will be on November 20.

EQUIPMENT:

There was nothing to report under equipment.

FACILITIES:

Chief Gay received the final quote for the Plymovent upgrades. He discussed plans for that.

PERSONNEL:

There are five new-hire candidates for RA22. Background checks are on hold due to issues at the federal-government level. The recruits are progressing through psychological evaluations.

An MOU has been signed regarding Acting-Captain language in the new contract.

EVENTS:

The EAP program has rolled out.

OTHER:

Chief Gay advised the Board of a couple of policies that he wanted Board input on before he sent them off to the Local. The policies pertain to bunker-gear maintenance and progressive counseling. He discussed those.

The first draft of the 2026 budget has been completed. Chief Gay will be reaching out to the commissioners next week to schedule times to discuss it.

The District also received some preliminary information about health insurance as it pertains to LifeScan. Chair Elwell spoke about this.

Chief Gay praised FF Emily Stone, who has been with the District for four years. She brings a lot of value to the department. Chair Elwell inquired as to the meaning of the term "CBT" instructor. Chief Gay discussed that.

STRATEGIC PLANNING:

Chief Gay received the final draft of the strategic plan from Berk. There is the internal plan and the external plan. The internal plan needs more work but the external plan should be ready for presentation to the Board at its next meeting.

Chief Gay further noted that there is a resolution in the agenda for capital fleet and capital facilities improvements. He wanted to give the opportunity to the Board to review the resolution prior to the budget hearing.

That concluded the Chief's Report.

VIII. CONSENT AGENDA APPROVAL.

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

- November 4, 2025 Chief's Report
- Meeting Minutes: Minutes of the October 21, 2025 Regular Board Meeting

Commissioner Ziegler seconded the motion, which carried unanimously.

IX. UNFINISHED BUSINESS. There was none.


X. NEW BUSINESS. There was none.

XI. EXECUTIVE SESSION. There was none.

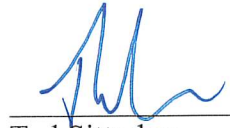
XII. GOOD OF THE ORDER. Chief Gay had an item for good of the order. He noted improvements in MIH (CARES) and the development of the strategic plan in terms of succession planning and career development. Commissioner Ziegler voiced good of the order regarding District staff. Chair Elwell discussed the WFCFA conference. He informed the Board that Executive Director Roger Ferris announced his retirement effective in May, 2026. Roger has been with WFCFA for almost 40 years. Chair Elwell commended Roger for his outstanding work. Chair Elwell further indicated this was one of the most well-attended WFCFA conferences. The conference is a great networking opportunity.

XIII. ADJOURNMENT. Commissioner Sitterley moved to adjourn the meeting at 5:24 p.m. Commissioner Ziegler seconded the motion which carried unanimously, and the meeting was adjourned at 5:24 p.m.


Minutes Approved: November 18, 2025



Chris Elwell
Chairman




Ted Sitterley
Commissioner



Mike Ziegler
Commissioner

ATTEST:



[Eric Quinn \(Nov 19, 2025 16:13:48 PST\)](#)
Eric T. Quinn, District Secretary

ATTACHMENTS

- Attendance Roster
- Agenda
- Call-Summary Reports
- Chief's Report
- Resolution Re Capital Fleet Fund and Capital-Improvement Fund
- Policy re Progressive Counseling
- Bunker Gear policy

November 4, 2025






11.04.2025 KCFD2 Meeting Minutes_Need E-Signature

Final Audit Report

2025-11-20

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