

**MINUTES OF THE DECEMBER 2, 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 December 2, 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.** President Lemanu provided comment. He voiced concerns that Local 1461 was unaware that the strategic-planning process had concluded. He indicated that the Local should have been more involved in finalization of the Board-approved strategic plan. Chair Elwell thanked President Lemanu for his comments.

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

OPERATIONAL UPDATE:

AC Metz provided the operational update. He discussed training opportunities of note. There will be Captains and BC Testing this month. He also discussed recruiting and training opportunities, and suppression statistics.

FIRE PREVENTION UPDATE:

AC Desmarais provided the fire-prevention update, as follows: The new public education trailer is being finalized. Captain Stoess has been working with a design and development company out of Pennsylvania for the build. The District hopes for the delivery of the new trailer by July of next year.

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November's public education month was coordinated by Captain Reed. The area preschools and daycares received classes from the engine companies.

Holiday outreach this year is on December 22. Captain Stoess has been working with DSHS to identify families in need. As of today there have only been ten families identified. The FMO will be working on finding additional families in need of help during the holiday season. Chair Elwell inquired as to how needs are identified. AC Desmarais spoke to that.

LABOR MANAGEMENT MEETINGS

At the last Labor Management Meeting (LMM) on November 20, 2025, the following items were discussed:

- The District presented two policies for Labor's review. One was a revision to PPG 1509 (PPE), and the other was the PPG on Initiation of Discipline. In addition, the Local requested clarification regarding the review period for PPG 1407, which was completed in 2023, as reflected in the LMM notes from February 20, 2024.
- The Local requested guidance on post-incident cleaning and decontamination of SCBAs in relation to manufacturers' recommendations. The Local also requested information on extractor maintenance in accordance with possible Department of Labor & Industries (L&I), State, and manufacturers' recommendations.

FACILITIES

Chief Gay has received two paint quotes for Station 19 and will be seeking a third quote. The current quotes range from approximately \$7,500 to \$70,000.

Air Exchange Inc. visited the District on November 20, 2025 and completed final measurements for the exhaust-capture systems at Stations 28 and 29. The District anticipates receiving final drawings soon. Installation is expected to begin in late January or early February, based on contractor availability.

Chief Gay also discussed the manner of improving the exhaust system at Station 29.

PERSONNEL

Chief Gay will attend Evaluation #3 for the recruits currently in RA21 on December 11, 2025. The recruits remain on track to graduate on January 27, 2026.

The five new-hire candidates for RA22 have received official offers of employment. The pre-academy is scheduled to begin on January 26, 2026, with the academy commencing on February 5, 2026.

Chief Gay reminded the Board of his annual performance evaluation for 2025. When the Board of Fire Commissioners is ready, an executive session may be scheduled for this purpose. For consistency, Chief Gay requested that this evaluation be completed prior to the seating of any new commissioners.

EVENTS

On December 9, 2025, at 5:00 p.m., the District will host a family night at Station 28 for the five new recruits.

See the above update from fire prevention as to Holiday Outreach.

OTHER

This serves as a final reminder of the State Auditor's Office (SAO) exit interview on Tuesday, December 16, 2025, at 1430 hours. Attendance is not required; however, any commissioners who wish to be present may contact the Chief, and the District will provide a link to the meeting.

The District has received the 2026 fee schedule from Valley Com 911, which performs dispatch services for the District. The cost will increase slightly by \$0.13 per call (approximately \$150 per month), to a new rate of \$52.57 per call. The District will seek the Board Chair's signature on the document accepting the fee schedule.

STRATEGIC PLANNING

The District's strategic plan has been posted on the District's website and is now accessible to all employees and to the public.

That concluded the Chief's Report.

VIII. CONSENT AGENDA APPROVAL.

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

- December 2, 2025 Chief's Report
- Meeting Minutes: Minutes of the November 18, 2025 Regular Board Meeting

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

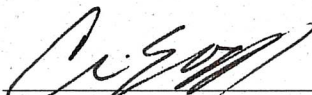
IX. UNFINISHED BUSINESS. There was none.

X. NEW BUSINESS. There was none.


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- XI. **EXECUTIVE SESSION.** There was none.
- XII. **GOOD OF THE ORDER.** Chief Gay asked to move the next regular meeting to December 22. There was no objection to that.
- XIII. **ADJOURNMENT.** Commissioner Sitterley moved to adjourn the meeting at 5:17 p.m. Commissioner Ziegler seconded the motion, which carried unanimously, and the meeting was adjourned at 5:17 p.m.

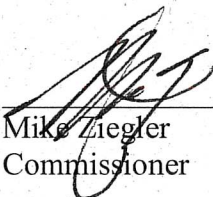
Minutes Approved: *12/22/2025*



Chris Elwell
Board Chair

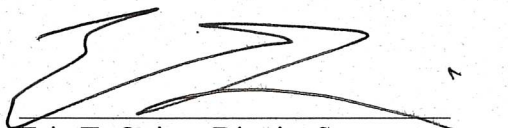


Ted Sitterley
Commissioner



Mike Ziegler
Commissioner

ATTEST:



Eric T. Quinn, District Secretary

ATTACHMENTS

- Attendance Roster
- Agenda
- Chief's Report

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