



**JEFFERSON COUNTY
FIRE PROTECTION DISTRICT NO. 1
(EAST JEFFERSON FIRE RESCUE)**

**BOARD OF COMMISSIONERS
MEETING MINUTES FROM February 18, 2025**

CALL TO ORDER

Board Chair Deborah Stinson called the meeting to order at 3:00 PM at St 6 and virtually via “Zoom”, call in number 1 (253) 205-0468, Meeting ID 87867559242.

COMMISSIONERS & ADMINISTRATIVE STAFF

District 1 Commissioners: Deborah Stinson, Geoff Masci, Ed Davis, Dave Seabrook and Steve Craig. Gene Carmody was absent.

Admin Staff: Chief Black, Deputy Chief Brummel, Finance Director Lirio, BC Fletcher, HR/Business Manager Stewart, CRM Wittenberg, MSO Ridgway and District Secretary Cray

1. AGENDA CHANGES – None

2. CONSENT AGENDA

- Approve Minutes from January 21, 2024 Regular Board Meeting.

VOUCHERS

- Approve General Fire expenditure warrants dated January 13, 2025, January 23, 2025, January 29, 2025 and February 6, 2025 totaling **\$637,379.38**
- Approve EMS expenditure warrants dated January 13, 2025, January 23, 2025, January 29, 2025 and February 6, 2025 totaling **\$77,624.22**
- Approve payroll expenditure warrants dated December 19, 2024, January 17, 2025 and February 4, 2025 totaling **\$885,064.91**

MOTION: Masci moved to approve the consent agenda as presented. Craig seconded the motion which carried unanimously.

3. LIST OF CORRESPONDENCE – The Board reviewed correspondence received.

4. PUBLIC COMMENT – No public comment given.

5. PRESENTATIONS – Chief Black gave a summary of the 2024 Wildland Season. He highlighted the Community Wildfire Defense Grant, which would exceed \$2,000,000 for the entire county. This grant would help reduce the risk of wildfire. The grant is due February 28th.

6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS – Included in board packet.

7. STAFF REPORTS

Fire Chief

Black noted the letter of support he wrote for the Mill Rd. improvement project. He also pointed out the DNR Grant Addendum for \$26,750 which will be funding 100 wildfire ready home visits among other administrative costs. We are anticipating a renewal of this grant in June.

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There is now a current promotional list for Lieutenants. Black congratulated all 7 highly qualified candidates on the list for their great work.

MSO

MSO Ridgway reported the new video laryngoscopes were put into service last Thursday and there has since been 5 intubations at a 100% success rate.

Complete staff reports are included in the board packet.

8. COMMITTEE/WORKGROUP REPORTS

A. Budget Committee – No report, did not meet.

B. Data Group - No report, did not meet.

C. Community Risk Reduction Group No report, did not meet.

D. Apparatus Committee – BC Fletcher reported he attended the pre-build meeting for the ambulance last month, it is expected in early 2026. The proposal for the Ambulance remount has been signed and we are hoping a delivery in the next 120 days.

E. Facilities Committee – Due to an event of theft at Station 8 in December, a security assessment was done on all of our facilities. Long and short term security measures were determined for all facilities. We will be moving forward with the short term items this year at a total estimated cost of \$13,021.00. The long term items will be addressed in the 2026 budget.

9. JeffCom Report –Craig noted the amount of workshops and meetings required of Director Stewart is quite significant.

10. LOCAL 2032 REPORT – None.

11. PUBLIC COMMENT - Agenda items only – None.

12. OLD BUSINESS

A. Strategic Plan – Implementation Tool (updates)

Recent focus on Initiative #4 with resiliency training or 1st responders. Black asked the Board to be thinking of any updates they would want to see for the strategic plan in 2026.

B. St 5 Update

We have engineered drawings and are working on an RPF process.

13. NEW BUSINESS

A. Policy/SOG Updates –

Policy 6005 – Ambulance Billing – Cray noted the policy hadn't been reviewed in a while and a couple of small changes were made to grammar and the option of a risk management write off was added.

Policy 6006 – Purchasing – Changes to spending limits discussed at our last meeting have been made.

MOTION: Masci moved to approve policies 6005 and 6006 as presented. Davis seconded the motion which passed unanimously.

SOG 3000d – Electric Vehicle Charging – Stewart noted that we have a few employees who use electric vehicles and some who use block heaters, both of which may need to plug in to our power when at work. Finance Manager Lirio completed an analysis on what the cost would be. As a public entity we can't gift public funds so the SOG is needed. Seabrook noted there are other areas that provide pro-social incentives. He said he would be willing to do some research and possibly provide a future presentation.

B. - JC Comprehensive Plan Update – Cray reviewed the final submission to the Board, stating input was received from several members. The document was submitted at the end of January to the County.

C. ALS ILA between D1 and D2 – The board reviewed the 2024 summary of calls between the Districts and Lirio provided an estimated cost for calls that were cancelled in route or only an evaluation was done. It was determined the cost to provide the service was in line with our annual fee. A meeting will need to be scheduled to include all stakeholders per the ILA. Cray will reach out to get a date on the calendar.

D. Resolution 25-03 Authorizing the Acquisition of Personal Property and Financing Contract for Remount Ambulance– This resolution solidifies the purchase of the remount ambulance with the use of Local Loan money. **MOTION:** Masci moved to approve Resolution 25-03 as presented. Craig seconded the motion which passed unanimously.

14. UPCOMING TOPICS/EVENTS –

Stewart announced a tentative date of 4/26/25 for our Volunteer Appreciation Party – save the date. The Jefferson County Fire Commissioners and Admin Professional Meeting is 2/20/25.

GOOD OF THE ORDER –

Black thanked Craig for his time interviewing candidates for Volunteer Coordinator.

Black relayed a success story from his ride along with the CARES team.

There will be some emergency management meetings at the Jefferson County Library in May and July. Seabrook noted his work on food system resiliency.

Stinson and Black met our newest County Commissioner Heather Dudley-Nolette who reached out for the meeting.

ADJOURNMENT

Stinson adjourned the meeting at 4:42pm.

Jefferson County Fire District 1



Deborah Stinson, Chair



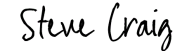
Geoffrey Masci, Commissioner



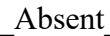
Ed Davis, Commissioner



Dave Seabrook, Vice Chair



Steve Craig, Commissioner



Gene Carmody, Commissioner

ATTEST:



Tanya Cray, District Secretary

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