



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

**BOARD OF COMMISSIONERS
MEETING MINUTES FROM January 20, 2026**

CALL TO ORDER

Board Chair Deborah Stinson called the meeting to order at 3:00 PM at St 6 and virtually via MS Teams app.

COMMISSIONERS & ADMINISTRATIVE STAFF

District 1 Commissioners: Deborah Stinson, Geoff Masci, Dave Seabrook, and Steve Craig. Commissioner Jeannie Price attended virtually.

Admin Staff: Chief Black, Deputy Chief Brummel, BC Fletcher, HR Manager Stewart, MSO Ridgway, CRM Wittenberg, Captain Bergen, Finance Manager Roy Lirio and District Secretary Cray.

1. ELECT BOARD CHAIR AND VICE CHAIR FOR 2026/2027 – Cray called for nominations for Board Chair. Seabrook nominated himself and Craig nominated Stinson. Each nominee spoke about why they wanted to be Chair and what that position means to them. Craig and Masci also commented on the role of the Chair and the time needed to fulfill that position. **VOTE:** Cray called all in favor Seabrook; Seabrook aye and Masci aye. Cray called all in favor for Stinson; Stinson, aye, Price, aye and Craig, aye, giving Stinson the Chair position for 2026/2027.

Cray called for nominations for Vice Chair. Price nominated herself for vice chair and gave a brief summary on her qualifications and why she would like to hold the position. **VOTE:** Cray called all in favor and Price was unanimously voted in as vice chair.

Message from Chair: Stinson noted that staff reports included in the packet have a large amount of great information. She added that everyone has many demands and requiring staff to attend BOC meetings pulls them away from other important duties. She recommended if there are questions from the Commissioners about any of the submitted reports to please contact the Chief and/or District Secretary. The Board agreed that staff are not required to attend but are always welcome.

1. AGENDA CHANGES – Stinson reported that we have been invited to attend the Board meeting for Jefferson Healthcare, this item will be added to new business item H. A retirement has been announced and this will be added to new business item I. Seabrook announced that he would like to discuss how items are added to the agenda, this will be added to follow the Presentation items on the agenda.

2. CONSENT AGENDA

- Approve Minutes from December 16, 2025, Regular Board Meeting.

Vouchers

- Approve General Fire expenditure warrants dated December 9, 2025, December 11, 2025, December 23, 2025, December 30, 2025, January 2, 2026, and January 6, 2026, totaling **\$438,675.81**
- Approve EMS expenditure warrants dated December 9, 2025, December 11, 2025, December 23, 2025, December 30, 2025, and January 6, 2026, totaling **\$60,975.68**

January 20, 2026

- Approve payroll expenditure warrants dated December 18, 2025, and January 2, 2026, totaling **\$1,224,256.32**
- Approve 4th Quarter Volunteer Stipend warrants dated December 22, 2025, totaling **\$7,71.61**

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

3. LIST OF CORRESPONDENCE – Included in Board packet.

4. PUBLIC COMMENT – None.

5. PRESENTATIONS –

Introduction of new Volunteer: Robert Weichert, a new volunteer who lives on Marrowstone Island gave a short biography. He spent 47 years in the maritime industry on all types of vessels. He worked with the military sea lift command and radar missile tracking. He spent time at Naval Base San Diego and has done marine firefighting and oversaw training. Family visits brought him to Marrowstone Island where he now resides and has time to commit to volunteering. The Board welcomed him to the department.

Commissioners Presentation for new and returning Board Members – Cray and Stewart went through a slide show highlighting commissioner rules, expectations, and communication best practices.

Additions to the Agenda – The board discussed the current policy for adding items to the agenda. Cray said she would confirm if the policy is in line with current laws. Seabrook asked if we want to change how we handle new agenda items. This topic will be added to next months agenda.

6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS – Included in packet.

7. STAFF REPORTS – Black noted the Board may notice some subtle differences in staff reports. They are now more concise to reduce the size of the packet. He added that moving forward he is not requiring staff to attend meetings unless there are questions about their report. They may also be invited if certain topics require it. All staff is welcome to attend if they choose to.

Finance Director Lirio noted his report shows the final 2025 financials, noting that interest rates are going down and investment earnings will decrease. This may have some impact on our Local program debt interest. Lirio added that our 2025 fund balance increased by an estimated \$1.8 million, and we met our 25% reserve policy. The 2025 budget included a \$1 million deficit that came in at \$754,000 to the good. W2's will be out soon, and they will have a box for authorized overtime that will not be taxed.

Complete staff reports are included in the board packet.

8. COMMITTEE/WORKGROUP REPORTS

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

B. Community Risk Reduction Group – No report.

C. Apparatus Committee – New ambulance expected February 16, 2026.

D. Facilities Committee – did not meet.

E. Training Advisory Committee – Captain Bergen lead the 1st meeting of this newly formed committee. It was a successful meeting that will continue to be held quarterly. Black noted it was headed in a great direction and under Captain Bergen’s leadership training hours have increased steadily. There were over a record 20,000 hours of training logged for our workforce.

9. JeffCom Report – Recently passed the state audit. They are updating their current Emergency Medical Dispatching protocols, and they have 9 full time employees with one lateral hire coming on soon. The 11th position will be filled mid-year.

10. Local 2032 REPORT – No Report.

11. PUBLIC COMMENT - Agenda items only – None.

12. OLD BUSINESS

A. SP Implementation Tool – An analysis is being done on our Enterprise Resource Management (ERM) to look at how we can consolidate digitally. This should be wrapped up soon. Black highlighted that the financial portion of our strategic plan initiatives are getting accomplished.

B. Revisit GEMT FY2024 Settlement Allocation – Lirio explained to the Board that a motion passed at the December meeting needed to be corrected for clarity. The GEMT FY2024 Settlement should have stated that it would belong to EMS. **MOTION:** Masci moved to authorize the designation of a portion (\$275,535) of the GEMT FY2024 Interim Settlement amount to an EMS O&M fund for allowable facility projects and ambulance replacements and fund the AED and a proportion of Base Station radio equipment as outlined in this decision packet. Seabrook seconded the motion which carried unanimously.

13. NEW BUSINESS

A. Policies and SOGs –

Policy 4011 Firefighter Training – Black noted the updated policy included a small grammatical error and updated language. **MOTION:** Masci moved to approve the updated policy as presented. Craig seconded the motion which passed unanimously.

SOG 2000f Professional Appearance and Behavior – includes updated language on gifts and gratuities.

SOG 2007a Awards and Recognition: SOG updated following recommendations from the auditor to add thresholds to specific award/recognition costs.

B. ORCA MOU – Black reported the Organized Response Against Child Abuse (ORCA) MOU has been in place in the past and is up for renewal again. It is a collaborative agreement between many agencies in our county. It is focused mainly on law enforcement, though we are included. He added that we are already mandated reporters and our legal has reviewed and given the green light to be a part of this. **MOTION:** Masci moved to authorize the Chief to sign the MOU. Seabrook seconded the motion which passed unanimously.

C. WSRB Protection Class Update – Black has been part of a committee working to update the WSRB rating schedule with other Fire Chiefs. They were able to get the Office of the Insurance Commissioner to give WSRB a directive to collaborate with them. Updates include moving the previous requirement of being within 5 miles of a fire station to 9 miles. This may help

homeowners get better insurance rates depending on their insurance carriers. It is up to the insureds to reach out to their own insurance carriers to review.

D. Resolution 2026-01 Surplus Property – MOTION: Masci moved to approve Resolution 26-01 Surplus Property to include all items listed on exhibit A. Craig seconded the motion which carried unanimously.

E. Focus 2026 – Black presented a document that outlined the 4 initiatives from our Strategic Plan and how we are going to continue to implement them moving through 2026. This is the starting line for what our next process will be. He also included the 2026 annual work plan that is month by month outline of ongoing tasks to be completed each month.

F. Specialty Pay Incentive – Black presented an MOU with the union that mutually agrees to extend the specialty pay incentive process. **MOTION:** Masci moved to authorize the Chief to sign the new MOU. Craig seconded the motion which passed unanimously.

G. Legislative Day 1/29/2026 – Wittenberg, Stinson, Brummel and Cray will attend Legislative Day. The board briefly discussed priorities.

H. Jefferson Healthcare (JHC) – Stinson reported she had received a phone call from a member of the JHC Board inviting her to attend their board meeting and getting 3 minutes to speak on behalf of EJFR regarding our levy lid lift propositions. The board discussed possible pros/cons for participating in their meeting. They ultimately decided it would be a good relationship building exercise and help provide more information to people about our needs and why the levy lid lift is on the ballot.

I. Retirement Announcement – Deputy Chief Brummel announced that he would be retiring at the end of his current contract in mid-August 2026 and his last day on duty would be July 31, 2026. Having 35 years in the fire service, the last 7 being here at EJFR he is focusing on health, wellness, and longevity. He has enjoyed his time here and will wrap up all his projects prior to leaving. He wants to give the district plenty of time to find his replacement.

Included in his announcement is the request for the board to approve the retiree medical benefit per Policy 6008 Administrative Benefits. **MOTION:** Stinson moved to approve Brummel's request to receive the retiree medical benefit as outlined in policy 6008. Masci seconded the motion which carried unanimously.

Executive Session – The Board went into executive session Pursuant to RCW 42.30.110(1)(g) to review the performance of a public employee at 5:12pm for 15 minutes to return at 5:27pm. The executive session covered two separate discussions under this same topic. The executive session ended at 5:27pm with no decisions made and no action taken.

14. UPCOMING TOPICS/EVENTS – included in board packet.

GOOD OF THE ORDER – Black encouraged the board to provide any additions to the Focus 2026 document to him.

ADJOURNMENT

Stinson adjourned the meeting at 5:30pm.

Jefferson County Fire District 1

Deborah Stinson

Deborah Stinson, Chair

Geoff Masci

Geoffrey Masci, Commissioner

Dave Seabrook

Dave Seabrook, Commissioner

Jeannie Price

Jeannie Price, Vice Chair

Steve Craig

Steve Craig, Commissioner

ATTEST:

Tanya Cray

Tanya Cray, District Secretary