



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

**BOARD OF COMMISSIONERS
MEETING MINUTES FROM May 19, 2026**

CALL TO ORDER

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

COMMISSIONERS & ADMINISTRATIVE STAFF

District 1 Commissioners: Deborah Stinson, Geoff Masci (virtual), Dave Seabrook, Jeannie Price and Steve Craig.

Admin Staff: Chief Black (virtual), Deputy Chief Brummel, HR Manager Stewart, BC Fletcher, and District Secretary Cray.

1. AGENDA CHANGES – no changes.

2. CONSENT AGENDA

- Approve Minutes April 21, 2026, Regular Board meeting and April 8, 2026 Special Board meeting.

Vouchers

- Approve General Fire expenditure warrants dated April 24, 2026, and May 1, 2026 totaling **\$327,173.49**
- Approve EMS expenditure warrants April 24, 2026, and May 1, 2026 totaling **\$131,361.99**
- Approve payroll expenditure warrants dated April 17, 2026 and May 4, 2026 totaling **\$900,258.09**
- Approve 1st Quarter Volunteer Stipend warrants dated April 09, 2026 totaling **\$7,670.34**

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

4. CORRESPONDENCE – Correspondence item in board packet.

5. PUBLIC COMMENT – None.

6. PRESENTATIONS – Apple Martine and Lilinthea Hinkley from Jefferson County Public Health provided a presentation to the Board. They reviewed the 1/10th of 1% grant and how it is administered for the Fire CARES program.

New volunteer Dave Codier introduced himself and gave a short bio. He is currently working with CRM Wittenberg on business inspections.

7. ANNOUNCEMENTS AND ACKNOWLEDGMENTS

A. EJFR Media Spotlight

B. Other Acknowledgments/Announcements –Black highlighted the Ludlow Maintenance Committee’s thank you letter to the District and specifically CRM Wittenberg for his presentation on wildfire awareness and preparation.

May 19, 2026

8. STAFF REPORTS – Chief Black reported the wildfire threat level has been set to moderate.

There will be another meeting in a couple of weeks to review the level.

Seabrook asked about his requested information for the upcoming Fuel Summit. Black noted it would all be gathered by the deadline.

DC Brummel noted we now have a designated client success manager for First Due and a contact at CKFR with a training session in June. The FEMA grant portal opened today. He has presented the regional MCI plan to our regional partners and will present it at the June fire chiefs meeting for approval.

Stinson thanked HR and staff for the recent hiring and recruiting efforts. Craig added that the process was more professional than anything he has experienced.

9. COMMITTEE/WORKGROUP REPORTS

A. Finance/Budget Committee – No report.

B. Community Risk Reduction Group – No report.

C. Apparatus Committee – BC Fletcher reported members would be going back to the factory on June 7-9 for inspections on the engines.

D. Facilities Committee – No report.

E. Training Advisory Committee – Minutes included in packet.

10. COMMISSIONER COMMITTEE REPORTS

A. JeffCom Report – Craig reported they are reviewing their debt and the potential to pay it down.

The goal is to deal with their lack of space issues. They are currently working on hiring their 11th employee (12 is fully staffed). The AT&T tower project is moving quickly which will increase revenue for JeffCom.

B. EMS Council – Seabrook noted he did not attend the meeting. Black reported a discussion surrounding the carrying of blood product was held. MSO Ridgway is working with Dr. Carlbon to have a plan with Jefferson Healthcare.

C. Jefferson County Fire Commissioners and Administrative Professionals Association – Next meeting we are hosting at The Bay Club on 6/18 at 5:00pm.

11. Local 2032 REPORT – No report.

12. PUBLIC COMMENT - Agenda items only – None.

13. OLD BUSINESS

A. FOCUS 2026 – Black explained that the text in gray is for items that were new last month. The blue text is for new items added this month. The goal is to keep this document on SharePoint for people to review it there. He will include it for one more month in the board packets.

B. Deputy Fire Chief Recruitment Update– The board reviewed the announcement of our new Deputy Fire Chief – Jason MacDonald. Stinson stated how proud she was that he stepped up and rose to the top of the candidate pool. Brummel added that he is very happy with the selection noting it will make the transition smoother. Black stated that management will meet with the union to work on filling vacancies.

C. Station 1 Radio/Cell Tower Update – Black presented an amended lease agreement for the building and tower. The addition of utility costs, maintenance and generator backup were included. JeffCom controls the contracts with AT&T.

D. Financial Policies from April (Excluding Tax-Exempt Properties) – The board reviewed financial policies and corresponding SOGs. A couple small errors were noted in the footers of one

of the documents, Cray will correct. **MOTION:** Masci moved to approve Policy 6003, Policy 6004, and Policy 6007 as corrected. Craig seconded the motion which passed unanimously. It was noted that the tax-exempt policy is delayed to give our partner agencies time to review the draft and provide any feedback. It will be on the agenda in June.

RECESS: Stinson called for a 10-minute recess at 4:14pm until 4:24pm. Upon return the Board moved item F. to begin New Business.

14. NEW BUSINESS

F. Pumper Tender Purchase Authorization – At the April BOC meeting the board directed staff to build a spec for a new pumper/tender for station 5. A spec was built and it was determined a 2000 gallon Fouts Fire Pumper/Tender was the best fit. BC Fletcher discussed the need to expedite the purchase citing an emissions change with the motor and attempt to get the current generation of motor. He noted we do have an out-clause if it isn't available. The board reviewed the proposal which had a \$705,666.00 rough estimate leaving \$19,333.00 for change orders or additional equipment as needed, not to exceed \$725,000.00. Fletcher stated the North Kitsap Fire Rescue recently purchased a tender from Fouts Fire and they are extremely happy with it. Build time is one year following chassis from Kenworth. Seabrook added there may be supply chain issues. **MOTION:** Seabrook moved to authorize the Fire Chief to sign the purchase agreement with True North for the purchase of one (1) Fouts Fire 2,000-gallon Pumper/Tender, Price seconded the motion. Craig gave his support noting that it is expensive but sorely needed. Motion passed unanimously.

A. Policies and SOGs – no new policies or SOG's for review.

B. Draft Annual Report – This is a draft and any edits or corrections should be emailed to CRM Wittenberg. Stinson stated the report looks great. Seabrook discussed response times and an RCW compliant summary. Price added her thoughts and noted the pictures were impactful.

C. Fiscal Sustainability Work Session – Cray gave the board a review of several upcoming events that will require careful fiscal planning on behalf of Finance Manager Lirio. Staff requested to schedule a work session to discuss these issues. **MOTION:** Seabrook moved to authorize a Financial Sustainability work session to be scheduled between late June and July 31st, 2026, with the Board of Commissioners, Fire Chief, Deputy Chief, District Secretary and Finance Director. Price seconded the motion which passed unanimously. The board landed on July 23rd after 2pm.

D. Resolution 26-07 Surplus Property - The board reviewed the resolution. **MOTION:** Craig moved to approve the resolution as presented. Price seconded the motion which carried unanimously.

E. Property Tax Limits – Cray provided a short document showing how the constitutional limits for taxes in Washington State are applied. She also relayed information from the County Assessor that we are not close to exceeding the limit for local governments unless property taxes plummet, which is always a possibility.

G. Fire Chief Evaluation Process – The current Fire Chief contract is coming up for renewal. There hasn't been a complete 360 review since 2022. A 360 evaluation includes commissioners, various employees, outside partners and a self-evaluation. Staff noted it would be good to have it

completed prior to budget time. Craig agreed that a full 360 would be good due to contract renewal timing. Price added that she thought it would be valuable. Masci would like to see the questions that would be included prior to sending it out. **MOTION:** Craig moved to have Stewart and staff review the last 360 evaluation template and bring to the chair and vice-chair for review. Upon approval have it sent out to the evaluators. Masci seconded the motion which carried unanimously.


14. UPCOMING TOPICS/EVENTS – included in packet.

GOOD OF THE ORDER – There was a citizen CPR during the Rhody Run in which an AED was used successfully prior to our arrival, we then transported the patient.

ADJOURNMENT

Stinson adjourned the meeting at 5:17pm.

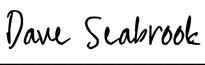
Jefferson County Fire District 1



Deborah Stinson, Chair
Absent



Jeannie Price, Vice Chair
Absent

Geoffrey Masci, Commissioner


Dave Seabrook, Commissioner

Steve Craig, Commissioner

ATTEST:



Tanya Cray, District Secretary