**JEFFERSON COUNTY**

**FIRE PROTECTION DISTRICT NO. 1**

**(EAST JEFFERSON FIRE RESCUE)**

**BOARD OF COMMISSIONERS**

**SPECIAL MEETING MINUTES FROM OCTOBER 18, 2019**

**CALL TO ORDER**

Chairman Stapf, Jr. called the meeting to order at 1:00 PM. Meeting held at Jefferson County Fire Protection District No. 1, Administrative Office, 24 Seton Rd., Port Townsend, Washington.

### COMMISSIONERS, CITY COUNCIL & ADMINISTRATIVE STAFF

**District 1 Commissioners:** Rich Stapf, Jr., David Johnson and David Seabrook

**City Council Liaison:** Deborah Stinson

**Admin Staff:** Chief Walkowski, HR Manager Stewart and District Secretary Ysseldyke-All

**NEW BUSINESS**

1. **Budget Workshop**

**The proposed 2020 EMS budget is similar to 2019 except:**

*Revenue*

* Ground Emergency Medical Transportation (GEMT) is a voluntary program that makes supplemental payments to eligible agencies who provide emergency ground ambulance services to Medicaid recipients. This program will result in less negative monetary adjustments for the Medicaid transports. This program was discussed and the money realized for 2019 was back payment from 2017-2018 and the estimated revenue for 2020 is $350,000.
* EJFR will realize an estimated $141,426 revenue increase with annexation.

*Expenditures*

* The budget line for volunteers was increased from seven to at least ten and to advance toward build-out of the resident program.
* The single role starting hourly wage was bumped-up to meet the minimum wage requirements for 2020. The increase will be applied throughout the whole step schedule.
* A paramedic student for the Medic One Program will be added to the budget for fall 2020.
* The ambulance re-chassis will be split 50/50 with Fire to relieve the expenditure total for EMS.
* The purchase of new power gurneys was discussed and universally agreed on to move in that direction. With no funds available for the acquisition, it was agreed to look at an AFG grant to help with funding.
* The expenditure exceeding the revenue was discussed and agreed as acceptable.

**The proposed 2020 Fire Budget is similar to 2019 except:**

*Revenue*

* Revenue includes proceeds from an extrication class and car seat safety class. It also includes shares in the purchase of a burn box.
* Revenue includes a sizeable donation (estimated at $100,000) from the Marrowstone Foundation for the station 1-2 modular unit upgrade.
* EJFR will realize an estimated $518,114 revenue increase with annexation.

*Expenditures*

* New digital dashboard estimated $2,629 a year.
* New website design and host. (Estimate is $3,000 to $5,000)
* Two new Commissioners
* There is a long-term debt reduction of $136,492 for the refinancing of the 2010 and 2013 bonds.
* The ambulance re-chassis will be split 50/50 with Fire to relieve the expenditure total for EMS.
* Tender chassis for rebuild (estimate $150,000 for rebuild).
* The expenditure exceeding the revenue was discussed and agreed as acceptable.

1. **Public Comment -** none

**ADJOURNMENT**

**MOTION: Chairman Stapf, Jr.** made a motion to adjourn the meeting at 3:14 PM. **Commissioner Johnson** seconded the motion. Motion carried by unanimous vote.

**City Council Liaison**

Deborah Stinson, City Council Liaison

**Jefferson County Fire District 1**

## Rich Stapf, Jr., Chairman David Johnson, Vice Chairman

**ATTEST:**

David Seabrook, Commissioner Teresa Ysseldyke-All, District Secretary