



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

**BOARD OF COMMISSIONERS
MEETING MINUTES FROM JULY 15, 2020**

CALL TO ORDER

Chairman Rich Stapf, Jr. called the meeting to order at 7:00 PM. Virtual “GoToMeeting” held on-line: call in number (312) 757-3121, Access code or ID 371-962-733.

COMMISSIONERS & ADMINISTRATIVE STAFF

District 1 Commissioners: Rich Stapf, Jr., David Johnson, David Seabrook, Geoffrey Masci and George Randels

Absent:

Admin Staff: Acting Chief Tracer, AC Brummel, HR Manager Stewart and District Secretary Ysseldyke-All

1. AGENDA CHANGES – None

2. CONSENT AGENDA

MOTION: Commissioner Masci made a motion to approve the Consent Agenda and all financial information as follows:

- Minutes from the June 22, 2020, Regular Meeting
- General Fire warrants dated June 22, 2020, July 7, 2020 and July 8, 2020, totaling **\$262,445.92**
- EMS expenditure warrants dated June 22, 2020, July 7, 2020 and July 8, 2020, totaling **\$171,700.68**
- Payroll expenditure warrants dated June 18, 2020 and July 1, 2020, totaling **\$443,357.78**

Commissioner Randels seconded the motion. Motion carried by unanimous vote.

3. LIST OF CORRESPONDENCE – in Board packet

4. PUBLIC COMMENT – None

5. PRESENTATIONS – None

6. ACKNOWLEDGEMENTS – Chairman Stapf, Jr. thanked Chief Tracer for filling the Acting Chief position and congratulated him on a job well done.

7. STAFF REPORTS

Acting Chief Tracer

Chief’s report is included in the meeting packets.

- JeffCom was looking for a place to keep a container that holds backup computer equipment. They have inquired about the possibility of using EJFR property.
- To keep with the Governors mandate, the officers’ reports will be kept short.

AC Brummel

Monthly report included in the meeting packets.

- Three Firefighter Acting Lt books have been completed. Congratulations to Firefighter/EMTs Dean and Martin and Firefighter/Paramedic White.
- Congratulations to Brady Palmer for graduating from the Westsound Training Group Fire Academy 20-01.

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- Ladder Truck Training is moving to tier III.
- Tender EVIP and Refresher Training is occurring.

AC Tracer

Monthly report included in the meeting packets.

PES/PIO

Monthly report created by HR Manager Stewart, included in the meeting packets.

- Virtual activities for kids are being explored for Fire Prevention week in October.

8. FIREFIGHTER'S ASSOCIATION REPORT - None

9. OLD BUSINESS

A. Commissioner Districts - Update

EJFR attorney sent a letter to the Auditor's office stating why we could not use their Commissioner District lines. The lawyer for the County and EJFR attorney are working out the details.

B. Chief Search Committee - Update

Commissioner Johnson stated that we have completed step five in the Chief hiring process. We are still on schedule and continuing to work through the process. Chairman Stapf, Jr. turned the meeting over to Vice Chairman Johnson at 7:30 to recuse himself from the Chief search as he is a candidate for Fire Chief.

MOTION: Commissioner Seabrook made a motion to proceed to the next phase of the Chief hiring process as outlined which is to move forward to look at external candidates. **Commissioner Masci** seconded the motion for discussion. Motion carried with an abstention from Chairman Stapf, Jr. and a no from Commissioner Masci.

Commissioner Seabrook said the chief hiring committee will look at external candidates and Rich Stapf, Jr. will remain as a valued commissioner.

Commissioner Seabrook asked permission to leave the meeting at 7:50. Chairman Stapf Jr. granted permission.

C. Station 1-2 - (update)

See new business 10. B.

10. NEW BUSINESS

A. Interim Chief Appointment

The EJFR interim chief contract for Chief Smith from North Kitsap Fire and Rescue was approved by the North Kitsap Board and was presented for signatures.

Vice Chairman Johnson turned the meeting back over to Chairman Stapf, Jr. at 7:50.

B. Station 1-2 Grant Agreement and Award Letter

The septic easement agreement for station 1-2 has been signed. The modular fire station delivery keeps getting pushed out. Engineering is almost done for water.

Bruce Carlson thanked the Commissioners for seeing the project through. He said 177 people wrote checks for the grant to EJFR. The Marrowstone Island Foundation (MIF) members would like to continue to help recruit volunteers for their area.

MOTION: Commissioner Randels made a motion to accept the grant from the Marrowstone Foundation. **Commissioner Masci** seconded the motion. Motion carried by unanimous vote.

Executive Session

No executive session was held.

Chairman Stapf, Jr. asked if there was any public comment. Lt. Fletcher asked where we were going with the Chief search and the reply was continuing with the process which is to look at external candidates. Colleen Rodrigues said she was saddened by the decision to look at external candidates.

11. UPCOMING EVENTS

Snure Seminars: 32nd Annual Pre-Conference Laws Update, October 21, 2020, Spokane (Davenport Grand Hotel), 6:30 - 9:30 pm *Cancelled possible virtual alternative*
WFCA 72nd Annual Conference - Spokane Davenport Grand Hotel (333 W Spokane Falls Blvd, Spokane 99201); October 22-24, Detailed information regarding classes and registration will be available in August. *Cancelled possible virtual alternative*

GOOD OF THE ORDER –

Commissioner Randels congratulated and said good job to the EJFR team that rescued the boaters off of Point Hudson.

Chief Brummel talked about a Citizen CPR that was performed on a witnessed cardiac arrest June 5th. The Agency will recognize the citizen at the August BOC meeting or when the time is appropriate for in-person recognition.

ADJOURNMENT

MOTION: Chairman Stapf, Jr. made a motion to adjourn the meeting at 7:58 PM.
Commissioner Masci seconded the motion. Motion carried by unanimous vote.

Jefferson County Fire District 1

Rich Stapf, Jr., Chairman

David Johnson, Vice Chairman

David Seabrook, Commissioner

Geoffrey Masci, Commissioner
ATTEST:

George Randels, Commissioner

Teresa Ysseldyke-All, District Secretary

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