



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

**BOARD OF COMMISSIONERS
MEETING MINUTES FROM NOVEMBER 18, 2020**

CALL TO ORDER

Chairman David Johnson called the meeting to order at 7:00 PM. Virtual “GoToMeeting” held on-line: call in number (646) 749-3112, Access code or ID 759-514-997.

COMMISSIONERS & ADMINISTRATIVE STAFF

District 1 Commissioners: David Johnson, David Seabrook, Geoffrey Masci, George Randels and Deborah Stinson

Absent: AC Tracer

Admin Staff: Chief Black, Interim Chief Smith, AC Brummel, HR Manager Stewart and District Secretary Ysseldyke-All

1. AGENDA CHANGES – None

2. CONSENT AGENDA

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

- Minutes from the October 21, 2020 Regular Meeting and October 26, 2020 Special Meeting
- General Fire expenditure warrants dated October 21, 2020, November 2, 2020 and November 6, 2020, totaling **\$176,199.99**
- EMS expenditure warrants dated October 21, 2020, November 2, 2020 and November 6, 2020, totaling **\$53,683.63**
- Payroll expenditure warrants dated October 19, 2020 and November 4, 2020, totaling **\$404,055.20**
- 3rd Quarter Volunteer Stipend warrants dated October 19, 2020, totaling **\$6,591.95**

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

3. LIST OF CORRESPONDENCE – in Board packet

4. PUBLIC COMMENT – Bud Ayers asked about the progress on the Station 1-2 project and voiced his frustration about the slow progress.

Vigo Anderson relayed a story about an EJFR response in less than five minutes and gave praise for a job well done.

Jim Nuereberg spoke about his search for a grant to help fund the station 1-2 project. He said that any grant that would be applicable would have a fiduciary responsibility for EJFR.

5. PRESENTATIONS – None

6. ACKNOWLEDGEMENTS – None

7. STAFF REPORTS

Interim Chief Smith

Verbal Monthly report:

- Have been working on the 2021 budget.
- Worked on union contract extension that incorporated MOUs. The 4896 work schedule trial

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period was extended to 2021 due to COVID.

- Working on MSO position description. The final results will be brought back to the Board of Commissioners. A paramedic Lt will probably fill this position.
- There is a committee conducting a study on how to promote single role employees into dual role employees.
- A format and cost for a Battalion Chief position is being explored. The foundation for the position has been created and will be shared with Chief Black.
- Jim Nuerenberg has done a lot of research on grants for the station 1-2 project. His numbers to complete the project range from \$400,000 to \$500,000. The street vacation has slowed down the project as the waterline and septic installation cannot be started until this issue is resolved. When talking with the attorney the street vacation should be resolved sometime next week then the permitting and construction can begin. Some of the project components are out of our control and COVID only makes it slower. EJFR is working as hard as they can to keep things moving.

Jim Nuerenberg spoke about his efforts toward identifying a grant to help fund station 1-2. Jim asked to define his status for examining grants for EJFR. Commissioner Stinson summarized Mr. Nuerenberg's status as a representative of EJFR when calling FEMA to make inquiries into grant opportunities in order to bring back information to the Board of Commissioners.

AC Brummel

Monthly report included in the meeting packets.

- The new volunteer coordinator is Lt Gavin Rogers.
- Volunteer recruitment advertising has produced 13 potential volunteers.
- Bainbridge Fire utilized the fire tower and had over 20 live fire revolutions.
- The ladder truck is out of service for maintenance for two to three months. When back from maintenance the ladder truck will be staged at station 1-6 for at least six months.
- Purchased electrostatic sprayers for decontamination. These are now in service.
- Welcome to new hires Matt Kaldahl FF/EMT and Matt Sheehan EMT.

AC Tracer

Monthly report included in the meeting packets.

PES/PIO

Monthly report included in the meeting packets.

- Emily Stewart talked about the virtual interviews with the prospective 13 volunteers. Emily, Chairman Johnson and Chief Black all thanked Lt Rogers for being the new volunteer coordinator.

8. FIREFIGHTER'S ASSOCIATION REPORT – Tammy Ridgway reported that there would be no awards banquet or puppet show this year. There still might be some form of Christmas caroling this year.

9. OLD BUSINESS

A. Commissioner Districts - Update

Terri Ysseldyke-All reported all positive conversations with the County Auditor's office and Legal Counsel Snure in regards to the Commissioner Districts drawn by the county to align as closely as possible with existing voter blocks. With the assurance that the Commissioner Districts as drawn are legal, Ysseldyke-All recommended that the Commissioners approve the resolution to accept the Commissioner Districts as drawn.

B. Chief Search Committee – Update

Chairman Johnson asked Chief Black to speak about the "Chief" update. Chief Black stated that he would be driving to Port Townsend on Thanksgiving Day. He also reported that his email is

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operational. He has had conversations with stakeholders and he is aware of areas of concern. His first day at EJFR will be December 1, 2020.

C. Station 1-2 - (update)

See Interim Chief Smith's report.

10. NEW BUSINESS

A. 2021 Budget

MOTION: Commissioner Randels made a motion to accept the 2021 General Fire and EMS Budgets as presented. **Commissioner Stinson** seconded the motion. Motion carried by unanimous vote.

B. Resolution 20-08 Request for Appropriate Tax Levies and Deposits with Related Budgets

MOTION: Commissioner Randels made a motion to approve a block of New Business items B – G, Resolutions 20-08 thru 20-12. **Commissioner Stinson** seconded the motion. Motion carried by unanimous vote with a correction noted by Commissioner Stinson on Resolution 20-10, change levy year from 2020 to 2021.

C. Resolution 20-09 Property Tax Increase Resolution – EMS Levy

D. Resolution 20-10 Property Tax Increase Resolution – General Levy

E. Levy Certification

The levy certification was approved and will be signed by Chairman Johnson.

F. Resolution 20-11 Limit Factor Increase Resolution– EMS Levy

G. Resolution 20-12 Limit Factor Increase Resolution – General Levy

H. Resolution 20-01 Commissioner Districts

MOTION: Chairman Johnson made a motion to approve Resolution 20-01 Commissioner Districts as drawn by the County and vetted by Legal Counsel Snure. **Commissioner Randels** seconded the motion. Motion carried by unanimous vote.

I. Collaborative Training Agreement

AC Brummel explained the premise behind the collaborative training agreement. The Fire Districts listed in the agreement have concluded that collaboration would provide the highest level of service with the least duplication and cost and allow for the completion of functions not possible within current funding. Liability issues were discussed and assuaged with a hold harmless form.

MOTION: Chairman Johnson made a motion to approve the Collaborative Training Agreement and payment of \$1,500 a year for maintenance. **Commissioner Seabrook** seconded the motion. Motion carried by unanimous vote.

J. 2021 Washington Fire Commissioners Healthcare Program Renewal

MOTION: Chairman Johnson made a motion to approve the 2021 Washington Fire Commissioners Healthcare Program Renewal. **Commissioner Masci** seconded the motion. Motion carried by unanimous vote.

11. UPCOMING EVENTS - none

GOOD OF THE ORDER – Commissioner Seabrook read aloud a thank you letter from the Commissioner of Public Lands, Hilary Franz for Chairman Johnson's service on the Wildland Fire Advisory Committee. An excerpt from the letter:

“I am in receipt of your letter of resignation, and want to offer our sincerest gratitude for the service and leadership you have contributed to the Wildland Fire Advisory Committee (WFAC) over the past 5 years. As one of the founding members of the committee, you have helped lead the DNR Wildfire Program, and the State of Washington, forward in making vital improvements in how we respond to wildland fires. This has resulted in profound and lasting benefits for our communities, forests, rangelands, and peoples’ lives in Washington State.”

ADJOURNMENT

MOTION: Chairman Johnson made a motion to adjourn the meeting at 8:00 PM. **Commissioner Masci** seconded the motion. Motion carried by unanimous vote.

Jefferson County Fire District 1

David Johnson, Chairman

David Seabrook, Vice Chairman

Geoffrey Masci, Commissioner

George Randels, Commissioner

ATTEST:

Deborah Stinson, Commissioner

Teresa Ysseldyke-All, District Secretary