



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

**BOARD OF COMMISSIONERS
MEETING MINUTES FROM FEBRUARY 17, 2021**

CALL TO ORDER

Chairman David Johnson called the meeting to order at 7:00 PM. Virtual “GoToMeeting” held on-line: call in number (872) 240-3212, Access code or ID 812-201-861.

COMMISSIONERS & ADMINISTRATIVE STAFF

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

Absent:

Admin Staff: Chief Black, AC Brummel, AC Tracer, HR 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 January 20, 2021 Regular Meeting
- General Fire expenditure warrants dated January 25, 2021, February 1, 2021 and February 3, 2021, totaling **\$120,301.89**
- EMS expenditure warrants dated January 25, 2021, February 1, 2021 and February 3, 2021, totaling **\$54,490.59**
- Payroll expenditure warrants dated January 19, 2021 and February 4, 2021, totaling **\$394,940.14**

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

3. LIST OF CORRESPONDENCE – in Board packet

4. PUBLIC COMMENT – Bud Ayres from the Marrowstone Island continues to be optimistic about the Station 1-2 project. Marrowstone Island Foundation has some concerns about liabilities with the MIF donation. Mr. Ayres would like to look at different coverage models for those areas in the District that are more than 5 miles from a staffed station. Mr. Ayres also commented on the great job that Jim Nuernberg is doing with the Station 1-2 project.

5. PRESENTATIONS – None

6. ACKNOWLEDGEMENTS – None

7. STAFF REPORTS

Chief Black

Monthly report included in the meeting packets.

- The office and stations are still closed to the public.
- There will soon be a wider vaccination presence beyond the Hospital and Safeway.
- There is still one employee on modified duty.
- The COVID 19 sick leave MOU has been finalized.
- Discussions are ongoing with Mr. Ayres and other members of MIF about the station 1-2 project. There could possibly be a hybrid volunteer force at station 1-2.

February 17, 2021

- Two AFG grants have been submitted.
- There is ongoing discussion/research into current and future staffing needs.
- An upgrade to internet connectivity via fiber to most EJFR facilities is underway.
- Met with IT vendor OESD to review contract. No increase in cost for service this next year. Looking into classes for cyber security for EJFR staff.
- The MSO job description is very close to being finished and a job announcement will be distributed soon. Testing for the MSO position will occur in March.
- Paramedic student candidate testing will also occur in March.
- A smaller COVID minded super Saturday for volunteers will be starting soon.
- Chairman Johnson made a comment that he was happy that we were moving forward with finding a contractor to help with EJFR strategic planning.

AC Brummel

Monthly report included in the meeting packets.

- Thanks to Lt. Rogers for helping to revitalize the Volunteer program.
- An AFG grant for new pagers and radios with Port Ludlow was submitted along with a micro grant for tools.
- Lieutenant promotional testing is complete and the eligibility list will be approved tonight.
- Working with Lt. Kauzlarich to upgrade response plans for the new CAD system. A collaborative approach with Clallam for Jeffcom/PenCom redundancy is the goal. Chief Black thanked Chief Brummel for clearing his calendar to make this project a priority.
- Training in March: Live Fire Instructor credentialing class, wildland interface drill and ladder truck training. Also, delivery of a technical rescue equipment video with the help of Tom Pendley.
- Blue Card operational deployment guidelines are being revised.
- Met with Port Townsend Paper Mill to discuss organizing training events at the mill for familiarization and safety.
- Chairman Johnson asked about the National Fire Incident Reporting System (NFIRS) information in the Board packet. Chief Brummel stated that NFIRS is how EJFR communicates performance data and indicates compliance. AFG grant opportunities are dependent on this information.

AC Tracer

Monthly report included in the meeting packets.

- Jim Nuerenberg wanted everyone to know that when speaking about permits that only one pertains to the modular unit for the Station 1-2 project. All other permits would be obtained by EJFR.

PES/PIO

Monthly report included in the meeting packets.

- Emily commented on the good job Lt. Rogers is doing with the Volunteers.
- There are seven Volunteers in EMT class and three at the Fire Academy.
- Small group Volunteer training is scheduled with PM Duce.
- EMT students are starting ride-alongs.
- Bicycle safety training is scheduled for this spring.
- Two COVID 19 public assistance FEMA grants have been submitted for reimbursement of approximately \$60,000.
- Chief Black thanked Stewart, Brummel and Rogers for their work with an important part of the EJFR organization, the Volunteers.

8. FIREFIGHTER'S ASSOCIATION REPORT – Nothing new to report

9. OLD BUSINESS

A. Station 1-2 - (update)

Chief Black thanked Bud Ayres and Jim Nuerenberg for their help and efforts with the Station 1-2 project.

10. NEW BUSINESS

A. Lieutenant Eligibility List

MOTION: Commissioner Masci made a motion to approve the Lieutenant Eligibility List. **Commissioner Stinson** seconded the motion. Motion carried by unanimous vote.

B. Rescind Motion Approving MSO Job Description

Small changes were made to the MSO job description since the prior motion and the Board is not required to approve the job description so the Board was asked to rescind their motion.

MOTION: Chairman Johnson made a motion to rescind the motion to approve the MSO job description. **Commissioner Randels** seconded the motion. Motion carried by unanimous vote.

C. SCBA Rechargeable Batteries

There was discussion about regular battery backup, lithium ion batteries, possibly staggering the purchase of the rechargeable batteries, generators available for the rechargeable batteries and battery disposal.

MOTION: Chairman Johnson made a motion to buy the SCBA rechargeable batteries. **Commissioner Masci** seconded the motion. Motion carried by unanimous vote.

11. UPCOMING EVENTS –

SNURE SEMINARS-2021 WINTER WEBINAR SERIES –

February 26, 2021 - Fire District and RFA Bid Laws, Procurement and Public Works

March 12, 2021 - Fire Service Employment

ZOOM WEBINAR – REGISTER ONLINE AT Snurelaw.com

GOOD OF THE ORDER –

ADJOURNMENT

MOTION: Chairman Johnson made a motion to adjourn the meeting at 8:02 PM. **Commissioner Randels** 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