



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

**BOARD OF COMMISSIONERS  
MEETING MINUTES FROM SEPTEMBER 15, 2021**

**CALL TO ORDER**

Chairman David Johnson called the meeting to order at 7:00 PM. Virtual “GoToMeeting” held on-line: call in number 1 (872) 240-3212, Access code or ID 531-875-717.

**COMMISSIONERS & ADMINISTRATIVE STAFF**

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

**Absent:** Chief Tracer, HR Stewart

**Admin Staff:** Chief Black, AC Brummel, MSO Ridgway and District Secretary Ysseldyke-All

**1. AGENDA CHANGES – None**

**2. CONSENT AGENDA**

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

- Minutes from the August 18, 2021 Regular Meeting.
- General Fire expenditure warrants dated August 18, 2021, August 24, 2021 and September 7, 2021, totaling **\$125,289.38**
- EMS expenditure warrants dated August 18, 2021, August 24, 2021 and September 7, 2021, totaling **\$51,022.27**
- Payroll expenditure warrants dated August 19, 2021 and September 2, 2021, totaling **\$415,794.42**

**Commissioner Masci** seconded the motion. Motion carried by unanimous vote.

**3. LIST OF CORRESPONDENCE – in Board packet**

**4. PUBLIC COMMENT – None.**

**5. PRESENTATIONS – None.**

**6. ACKNOWLEDGEMENTS –**

- Thanks to all the public safety partners that joined EJFR staff for the 9/11 ceremony. The PT Leader wrote an article about the observance. Station 1-1 had two citizens and the EMS class participate, too.
- Thanks to the group that painted station 1-3.

**7. STAFF REPORTS**

**Chief Black**

Monthly report included in the meeting packets.

- There is an increase in COVID incidents.
- Several recent traumatic incidents have highlighted the need for mental health services. Additional mental health service providers have been disseminated. Be proactive and engage.
- Ladder 16 has one more thing to replace then it can be pump and ladder tested.

September 15, 2021

- Preparation for paramedic school candidate Fairbanks continues. Recent paramedic school graduate, Scott Pulido has returned to duty with EJFR.
- Battalion Chief on-boarding continues. September 16 is the BC start date that will include a short, simple ceremonial handoff from Chief Brummel to BC Clouse.
- Met with Airlift about expectations and performance.

### **AC Brummel**

Monthly report included in the meeting packets.

- EJFR has seven volunteers enrolled in the current EMT class.
- The two week BC academy ends tomorrow.
- The 1st draft of the 32-page BC development book has been completed. This book will be the cornerstone for guiding BC's through professional development, human resources, government and community relations, operational deployment, health and wellness and emergency management.
- Although EJFR does not have participants in 21-01 fire academy, Chief Brummel is assisting with the planning and logistics, scheduling live fire dates in the training tower and burn box.
- Welcome new hires FF/EMT Chad Holbrook and Single-Role PM Andrew Johnson.
- Chief Brummel has been selected as a member of the WFC Legislative Committee.
- Thanks to Station 1-3 Support Services painting crew.

### **AC Tracer**

Monthly report included in the meeting packets.

### **HR/PES/PIO**

Monthly report included in the meeting packets.

- Single Role paramedic Higgins started September 13 and two Single Role EMTs will start October 4<sup>th</sup>.
- Chief Black commented about the good picture of the Volunteers at the local football game included in this report.

### **Finance**

Monthly report included in the meeting packets.

- Commissioner Stinson asked about the new County accounting system. EJFR reconciliation with the Treasurer's new system is still challenging.

### **MSO**

Monthly report included in the meeting packets.

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

### **9. OLD BUSINESS**

#### **A. Station 1-2 - (update)**

Chief Tracer will be back next week to coordinate a ground breaking ceremony for Station 1-2 during the first week of November. There will be some in person participants but the majority will view the ceremony by virtual meeting.

**B. Standards of Cover/Strategic Plan – (update)** currently admin staff is gathering information to submit to Citygate.

**C. PLFR ILA** – Chief Black attended a PLFR Board meeting where they selected a primary and alternate Commissioner as liaison to attend EJFR Board meetings. Raelene Rossart is the primary and Ed Davis is the alternate. Commissioner Rossart congratulated EJFR on behalf of PLFR for implementing the BC positions. She also thanked EJFR for the willingness to work toward an ILA with PLFR.

**10. NEW BUSINESS**

**A. Jeffcom Update**

Art Frank (Fire District 2 Commissioner) gave the Jeffcom update. The Jeffcom and Pencom merger is not going to happen but each system needs a backup. New Enterprise software will give both dispatch agencies matching systems. Pencom has gone live and Jeffcom should go live January 11. The new system will not talk to the old CAD system. The alternative is Crewforce for \$17,000. That is \$500 per license and \$100 after that. Jeffcom received a grant for new consoles. The budget for next year is less than the current year, but user fees have gone up. Looking into charging a 3 year average for user fees. Chief Black would like to see a transition or upgrade plan from Jeffcom for the new system.

**B. Change October Board of Commissioners Meeting Date**

Due conflicting schedules an alternate Board of Commissioner’s meeting date was discussed.

**MOTION: Chairman Johnson** made a motion to move the Board of Commissioner meeting date to October 27<sup>th</sup> and have the budget workshop at 5:30 before the regular meeting at 7.

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

**C. Budget Workshop**

See New Business 10B.

**D. Excuse Commissioner Seabrook from the September Board Meeting**

Commissioner Seabrook was able to attend so no excuse was needed.

**11. UPCOMING EVENTS –**

**WFCA Annual Conference –**

October 20, 2021 Laws Update (6:30 PM – 9:30 PM), at the Tulalip Resort or available by Zoom

October 21-23 – Tulalip, Washington

**GOOD OF THE ORDER** – Commissioner Randels had to drop the call at 8pm.

**ADJOURNMENT**

**MOTION: Chairman Johnson** made a motion to adjourn the meeting at 8:11 PM. **Commissioner Masci** seconded the motion. Motion carried by unanimous vote.

**Jefferson County Fire District 1**

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David Johnson, Chairman

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David Seabrook, Vice Chairman

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Geoffrey Masci, Commissioner

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George Randels, Commissioner

**ATTEST:**

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Deborah Stinson, Commissioner

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Teresa Ysseldyke-All, District Secretary