



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

**BOARD OF COMMISSIONERS
MEETING MINUTES FROM MAY 18, 2022**

CALL TO ORDER

Chairman David Seabrook called the meeting to order at 7:00 PM. Virtual “GoToMeeting” held on-line: call in number 1 (408) 650-3123, Access code or ID 377-772-021.

COMMISSIONERS & ADMINISTRATIVE STAFF

District 1 Commissioners: David Seabrook, Steve Craig, Geoffrey Masci and Deborah Tillman

Absent: Deborah Stinson

Admin Staff: Chief Black, AC Brummel, AC Tracer, HR Stewart, MSO Ridgway, District Secretary Ysseldyke-All and BC Fletcher

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 April 20, 2022 Regular Meeting and May 6, 2022 Special Meeting.
- General Fire expenditure warrants dated April 21, 2022, April 25, 2022, May 6, 2022 and May 11, 2022, totaling **\$187,172.70**
- EMS expenditure warrants dated April 21, 2022, April 25, 2022, May 6, 2022 and May 11, 2022, totaling **\$69,837.73**
- Payroll expenditure warrants dated April 19, 2022 and May 4, 2022, totaling **\$468,618.99**
- 1st Quarter Volunteer Stipend warrants dated April 25, 2022, totaling **\$6,655.64**

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

3. LIST OF CORRESPONDENCE – in Board packet.

4. PUBLIC COMMENT – Volunteer Colleen Rodrigues voiced her displeasure with the documentation of her service credits with the Board for Volunteer Firefighters. The Chief and Commissioners will investigate the circumstances.

5. PRESENTATIONS – None

6. ACKNOWLEDGEMENTS – Thanks to Emily for her hard work on making the Volunteer BBQ a success.

7. STAFF REPORTS

Chief Black

Monthly report included in the meeting packets.

- We are advertising for paramedics.
- We have not heard back about the communications/radio grant.
- The CBA was ratified.

AC Brummel

Monthly report included in the meeting packets.

- Chief Brummel thanked everyone that helped while he was filling in for Chief.
- There are three resident volunteers at the fire academy.

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- The extractor was bought with the FIIRE grant money.
- Chief Black commented that the ladder truck is back in service. There was a discussion as to when the ladder truck would be deployed instead of an engine.

AC Tracer

Monthly report included in the meeting packets.

- Three building permits for station 12 are acquired. Fire suppression is required for the new modular unit.
- Continued conversations with L&I investigator, County DCD and the Mill on safety issues at the Paper Mill.
- Working with Deputy Chief Don Svetich and Chief Black on Burn ban language, information and education.

HR/PES/PIO

Monthly report included in the meeting packets.

- Advertising for Firefighter Paramedic, Single-Role Paramedic and Part-time Administrative and Communication Assistant.
- Welcome new support Volunteer Al Smith and Volunteer Kim Duddy who will be working with Chief Tracer.

Finance

Monthly report included in the meeting packets.

- Working on the annual report to the State.

MSO

Monthly report included in the meeting packets.

- Received auto load gurneys, AEDs and stair chairs. They are well received by the crews.

BCs

Monthly reports included in the meeting packets.

- A Volunteer testing announcement was released on 4/30.

8. LOCAL 2032 REPORT – Nothing to report

9. FIREFIGHTER’S ASSOCIATION REPORT – Nothing to report

10. OLD BUSINESS

A. Station 1-2 - (update)

Still facing challenges finding a general contractor. The building is scheduled to be off the assembly line July 29 with delivery during the first week in August. A punch list is being formed for the new building. A sprinkler system needs to be installed. Commissioner Tillman would like to be present for the next meeting about the project.

B. Standards of Cover/Strategic Plan – (update)

There was a meeting to look at the first draft of the SOC for accuracy of the raw data. Comments from EJFR have been submitted to City Gate. The SOC should be done by the end of June and the Strategic plan done by the end of July.

C. PLFR ILA – The original ILA meeting was postponed and rescheduled for Friday, May 27. Commissioner Rossart commented that things were working well. PLFR is happy that Kindra is onboard. She also commented that it was nice to see the EJFR Commissioners at the conference.

11. NEW BUSINESS

A. Renewal of Commercial/Auto Insurance

A three year price comparison was studied and there was a discussion on the premium increase.

MOTION: Commissioner Masci made a motion to approve renewal of commercial/auto insurance from June 1, 2022 to May 31, 2023 as proposed. Commissioner Tillman seconded the motion. Motion carried by unanimous vote.

B. Resolution 22-02: Declaring the Need for Surplus of District Owned Equipment

There was a discussion on the resale of the SCBA compressor or whether it was only good for parts and scrap. It was unanimous that it was scrap

MOTION: Commissioner Masci made a motion to approve Resolution 22-02: Declaring the Need for Surplus of District Owned Equipment. **Commissioner Craig** seconded the motion. Motion carried by unanimous vote.

C. Excuse Commissioner Stinson from the May 18, 2022 Board Meeting

MOTION: Commissioner Masci made a motion to excuse Commissioner Stinson from the May 18, 2021 Board meeting. **Chairman Seabrook** seconded the motion. Motion carried by unanimous vote.

D. Public Meetings

There was a discussion on whether to begin “in person” Board meetings. Chief Black noted the continuing periodic exposures and advised to stay virtual a little longer. Commissioner Tillman has seen a strong uptick in COVID cases. The direction of the Board is to stay virtual until after the September meeting. A resolution will be presented at the June meeting to reflect this direction.

12. UPCOMING EVENTS –

WFCFA Annual Conference –

WFC – Annual Conference, May 23-25, 2022

WFCFA Seminar – Campbell’s Resort, June 4, 2022

WFCFA Annual Conference – The Davenport Grand, Spokane, October 27, 2022

GOOD OF THE ORDER –

- Commissioner Craig thanked Chief Brummel for his MC skills at the Volunteer BBQ and Emily for the organization.

ADJOURNMENT

MOTION: Commissioner Seabrook made a motion to adjourn the meeting at 8:19 PM. **Commissioner Craig** seconded the motion. Motion carried by unanimous vote.

Jefferson County Fire District 1

David Seabrook, Chairman

Not Present 5/18/2022
Deborah Stinson, Vice Chairman

Geoffrey Masci, Commissioner

Steve Craig, Commissioner
ATTEST:

Deborah Tillman, Commissioner

Teresa Ysseldyke-All, District Secretary

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