



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

**BOARD OF COMMISSIONERS
MEETING MINUTES FROM JUNE 15, 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 (872) 240-3212, Access code or ID 801-027-181.

COMMISSIONERS & ADMINISTRATIVE STAFF

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

Absent:

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

1. AGENDA CHANGES – Acknowledgement was added by Chief Black as well as Fire Marshall under F. in New Business.

2. CONSENT AGENDA

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

- Minutes from the May 18, 2022 Special Meeting and May 18, 2022 Regular Meeting.
- General Fire expenditure warrants dated May 18, 2022, May 25, 2022 and June 8, 2022, totaling **\$228,411.05**
- EMS expenditure warrants dated May 18, 2022, May 25, 2022 and June 8, 2022, totaling **\$52,219.50**
- Payroll expenditure warrants dated May 19, 2022 and June 2, 2022, totaling **\$600,098.10**
- Transfer to 2019 LTGO Fund from General Fire Fund for payment of **\$29,807.50** to US Bank (interest payment)

Chairman Seabrook seconded the motion. Motion carried by unanimous vote.

3. LIST OF CORRESPONDENCE – in Board packet.

4. PUBLIC COMMENT – None

5. PRESENTATIONS – None

6. ACKNOWLEDGEMENTS – Chief Black read a congratulations email from the Public Health Director to the Paramedics and EMT’s of East Jefferson Fire Rescue for being selected to receive a Public Health Hero Award in the category of “Other: First Responders Always There”.

7. STAFF REPORTS

Chief Black

Monthly report included in the meeting packets.

- The Chief’s report now includes the time each task took for some of the events.
- Chief Black thanked EJFR employees and volunteers for showing support and helping with the Rhody parade.
- MedicOne is not accepting external paramedic trainees into the current cohort. Other options are being pursued for EJFR’s PM student/candidate Welander. There was a

June 15, 2022

discussion of how few paramedics we have and where to send PM candidates for training.

AC Brummel

Monthly report included in the meeting packets.

- Resident Firefighters Gavin Williams, Tyler Lloyd and Parker Hayne are nearing completion of the Kitsap Fire Academy. Discussions are ongoing for EJFR to host live fire evolutions for the 2023 Kitsap Training Academy. Graduation was June 15, 1300-1500 at the Naval Undersea Museum at Keyport.
- The new CrewForce App is easy to learn. It will go live July 5th. JeffCom IT and Lt Kauzlarich has been instrumental in the rollout of CrewForce.

AC Tracer

Monthly report included in the meeting packets.

- Deputy Chief Svetich and Chief Tracer met with Clallam 3 Chief Andrews to discuss burn restriction guidelines.

HR/PES/PIO

Monthly report included in the meeting packets.

- May was a busy month for public education with visits to Salish Coast School, Church of the Redeemer Preschool, JC Library and the Chimacum High School Job Fair.
- EMS Week was May 15 – 21 – Festivities included our annual thank you prize drawings and trivia game.

Finance

Monthly report included in the meeting packets.

- We had 14 record requests which is an unusual amount for a month. The requests were mostly for fires with multiple insurance companies asking for the same records.

MSO

Monthly report included in the meeting packets.

- May was a slow month.
- Chairman Seabrook asked about the falls program. MSO Ridgway described how the program has evolved and devolved with multiple people coming and going in the oversight of the program.
- Still waiting for LifePak 16s to arrive.

BCs

Monthly reports included in the meeting packets.

- The BCs have been busy with Rhody festivities.
- Chief Black commended the BCs for carving out time to help train acting BCs.

8. LOCAL 2032 REPORT – Lt. White said that the CBA is finished and there was a good labor management meeting. After seeing the early returns on the SOC the numbers seem to be confirming the story. White also commented that there was a good showing at the recent academy graduation and it was the most impressive graduation to date.

9. FIREFIGHTER'S ASSOCIATION REPORT – The association is going to be revamped. The troops need to be rallied to keep the association up and going. The Association is putting on a babysitter's first aid/CPR class.

10. OLD BUSINESS

A. Station 1-2 - (update)

The modular unit delivery is still set for the first week in August. The two contractors that are engaged in the project will continue to work toward getting the site ready. Chief Tracer met with PUD about domestic water. Still working on more hydrants for the island and a hydrant for tender

shuttle. Working on a bid for a sprinkler system to install in the new structure. Jim Nuerenberg tried to have the sprinkler system installed during construction with no luck. There is a well on the property that needs to be decommissioned. Commissioner Tillman has been instrumental in pushing this project forward.

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

There is a meeting tomorrow to capture the focus for the strategic plan. There will be courageous reflection on where we are and where we want to be.

C. *PLFR ILA* –Commissioner Rossart said she appreciated the management work being done by EJFR and wants to work toward a merger. Chief Black said the minutes from the last ILA meeting were in the Board Packet. The Unions are solving any problems they may have. The next meeting is June 24 to look at the ILA, a merger and other revenue opportunities.

11. NEW BUSINESS

A. *Resolution 22-03: Commissioner Districts*

The process for creating and vetting the Commissioner Districts was presented.

MOTION: Commissioner Masci made a motion to approve Resolution 22-03: Commissioner Districts. Commissioner Tillman seconded the motion. Motion carried by unanimous vote.

B. *Resolution 22-04: Board Meeting Venue*

MOTION: Commissioner Masci made a motion to approve Resolution 22-04: Board Meeting Venue. **Commissioner Stinson** seconded the motion. Motion carried by unanimous vote.

C. *Resolution 22-05: Cancel Warrants*

MOTION: Commissioner Masci made a motion to approve Resolution 22-05: Cancel Warrants. **Commissioner Craig** seconded the motion. Motion carried by unanimous vote.

D. *Lid Lift*

Chief Black shared a PowerPoint on service vs. revenue. He talked about the strategic plan driven by the standards of cover and the hazards we have to mitigate. After looking at some stats from the standards of cover, the general take away was that people would like to see more public education and the buildings and apparatus need attention. A lid lift was discussed to be able to achieve goals driven by the public.

E. *Timber Sales Revenue*

The delay of timber sales is a bigger issue than people originally thought. The timber sales have huge monetary and environmental impacts. In the future the County will make this a more collaborative process.

F. *Fire Marshal*

The DCD is the official Fire Marshal. The Fire Marshal duties are a dynamic situation/agreement with the City and County. EJFR has some Fire Marshal capabilities/duties but cannot write citations. The fire marshal position existed but was never codified. There is no fee schedule for the fire marshal duties performed by EJFR at this time.

12. UPCOMING EVENTS –

WFCA Annual Conference –

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

GOOD OF THE ORDER –

- Bud Ayres (Marrowstone Island resident) would like to see an online burn permit submission process similar to Kitsap County.
- MSO Ridgway said that C Shift worked a CPR for one hour and twenty minutes.

- Chief Black reminded the Commissioners of the up-coming Commissioners and Secretaries meeting. It is a virtual meeting and participation would be appreciated.
- The day was long for crews with no units left and doing everything it takes to get the job done.
- Chief Black spoke with former Commissioner Randels. He says hi to everyone.

ADJOURNMENT

MOTION: Commissioner Craig made a motion to adjourn the meeting at 9:01 PM. **Chairman Seabrook** seconded the motion. Motion carried by unanimous vote.

Jefferson County Fire District 1

David Seabrook

David Seabrook, Chairman

Deborah Stinson

Deborah Stinson, Vice Chairman

Geoff Masci

Geoffrey Masci, Commissioner

Not Present
7/20/2022

Steve Craig, Commissioner

ATTEST:

Deborah Tillman

Deborah Tillman, Commissioner

Teresa Ysseldyke-All

Teresa Ysseldyke-All, District Secretary