



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

**BOARD OF COMMISSIONERS
MEETING MINUTES FROM AUGUST 17, 2022**

CALL TO ORDER

Vice Chairman Deborah Stinson called the meeting to order at 7:00 PM. Virtual “GoToMeeting” held on-line: call in number 1 (312) 757-3121, Access code or ID 119-976-981.

COMMISSIONERS & ADMINISTRATIVE STAFF

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

Absent:

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

1. AGENDA CHANGES – Chief Black added an acknowledgement.

2. CONSENT AGENDA

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

- Minutes from the July 20, 2022 Regular Meeting.
- General Fire expenditure warrants dated July 8, 2022, July 22, 2022, August 4, 2022 and August 8, 2022, totaling **\$276,752.98**
- EMS expenditure warrants dated July 8, 2022, July 22, 2022, August 4, 2022 and August 8, 2022, totaling **\$395,279.67**
- Payroll expenditure warrants dated July 19, 2022 and August 4, 2022, totaling **\$481,038.39**
- 2nd Quarter Volunteer Stipend warrants dated July 21, 2022 totaling **\$6,595.21**

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

3. LIST OF CORRESPONDENCE – in Board packet.

4. PUBLIC COMMENT – Bud Ayres from Marrowstone Island would like to see burn permits available online like Kitsap County.

5. PRESENTATIONS – None

6. ACKNOWLEDGEMENTS – Chief Black thanked all EJFR and PLFR personnel that participated at the Jefferson County fair. It was a seamless show. A special thanks to Emily for logistics and after hours work.

7. STAFF REPORTS

Chief Black

Monthly report included in the meeting packets.

- Prepping for EJFR WSRB assessment in September.
- The form boards are up for the foundation at Station 1-2. Thanks to MIF for being good partners.
- Wildland safety workshops are on-going.
- Conducted negotiations with JGH over IFTs.

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AC Brummel

Monthly report included in the meeting packets.

- Port Townsend Mill Site Visits: EJFR and PLFR crews began visits at the PT Paper Mill at the request of Mill safety supervisors. The opportunity allows for crews to see high hazard areas, access and egress for personnel and equipment as well as establishing a rapport with Mill workers. Site visits will continue into September.

AC Tracer

Monthly report included in the meeting packets.

- Commissioner Craig asked for an update about security at the stations. Chief Black commented that he has received some bids for consideration and will have an update at the next meeting.

HR/PES/PIO

Monthly report included in the meeting packets.

- Three traditional Volunteers and three intern volunteers have moved past the testing and interview process and are completing background checks and physicals. Orientation is tentatively planned for September.
- 28 different people helped with the fair.

Finance

Monthly report included in the meeting packets.

MSO

Monthly report included in the meeting packets.

- MSO Ridgway described the Leave at Home NARCAN program.

BCs

Monthly reports included in the meeting packets.

- Chief Black commented that with the hire of the recent paramedic we are at full staffing.

8. LOCAL 2032 REPORT – Nothing to report.

9. FIREFIGHTER’S ASSOCIATION REPORT – Nothing to report.

10. OLD BUSINESS

A. Station 1-2 - (update)

Chief Black said that the contractor relationship at station 1-2 is going well. Jim Nuerenberg said the modular unit is going into production next week. Once in production a delivery date will be set. Bud Ayres commented that the fundraising for the additional modular unit cost was a success.

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

Chief had brief meetings with the SOC/SP consultants and he appreciates the feedback he has received from committee members.

C. PLFR ILA –Commissioner Clemmons commented that there is an ILA meeting next week. He described the meetings as having dedicated people with positive attitudes. The fact sheet distributed by Chief Black has been vetted by legal counsel and can be shared. If you have any questions ask Chief Black.

11. NEW BUSINESS

A. Budget Preparation

The budget committee needs membership and a formal review process. Suggested committee members were finance manager, chief, two commissioners, volunteer and a union member.

Commissioner Tillman expressed her interest in joining the committee. Vice-Chair Stinson asked that interested parties please contact Chairman Seabrook.

12. UPCOMING EVENTS –

WFOA Annual Conference –

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

GOOD OF THE ORDER –

- Vice Chairman Stinson and Chief Black spoke about the events scheduled for the August 20 All County Picnic. Chief Black will be one of the five speakers for the event.
- Chief Black commented that a wildland video will be made available next month. He thanked Leah Speser for organizing the project and all the internal actors that participated in the filming.
- PLFR Commissioner Clemons thanked everyone for the fantastic job/representation and presentation that was done at the County Fair.

ADJOURNMENT

MOTION: Commissioner Masci made a motion to adjourn the meeting at 7:50 PM. **Vice Chairman Stinson** 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

Steve Craig

Steve Craig, Commissioner

ATTEST:

Deborah Tillman

Deborah Tillman, Commissioner

Teresa Ysseldyke-All

Teresa Ysseldyke-All, District Secretary

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