



EAST JEFFERSON FIRE RESCUE

JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 1 BOARD OF COMMISSIONERS

In Person

ST 6 - 9193 Rhody Dr. Chimacum, WA

VIRTUAL MEETING

<https://us06web.zoom.us/j/87867559242>

3:00pm

AGENDA

April 15, 2025

CALL TO ORDER (3:00 P.M.)

PLEDGE OF ALLEGIANCE

1. **Agenda Changes** – Excuse Carmody Absence

2. **Consent Agenda**

A. Approve Minutes from the March 18, 2025 Regular Board Meeting TAB 2A

Vouchers

- Approve General Fire expenditure warrants dated March 17, 2025, March 28, 2025 and April 1, 2025, totaling **\$549,755.35**
- Approve EMS expenditure warrants dated March 17, 2025, March 28, 2025 and April 1, 2025, totaling **\$16,882.61**
- Approve payroll expenditure warrants dated March 18, 2025 and April 3, 2025, totaling **\$876,801.45**

3. **Correspondence** –

TAB 3

4. **Public Comment** – *(for items not on agenda, 3 minutes per person)*

5. **Presentations** –

6. **Announcements and Acknowledgements**

A. EJFR Media Spotlight –

TAB 6A

B. Other Acknowledgments

TAB 6B

7. **Staff Reports** -

TAB 7

Chief Black
HR Manager
Exec. Asst/Dist. Secretary
MSO
Training Captain

Deputy Chief Brummel
Finance Director
CRR Manager
Battalion Chiefs

8. Committee/Workgroup Reports

- A. Budget Committee - *budget complete.*
- B. Data Group - *Did not meet*
- C. Community Risk Reduction
- D. Apparatus Committee
- E. Facilities Committee – *Did not meet*

TAB 8C
TAB 8D

9. JeffCom Report –

TAB 9

10. Local 2032 Report

11. Public Comment – *(for items on the agenda, 3 minutes per person)*

12. Old Business

- A. Strategic Plan – Implementation Tool *(Informational)*
- B. St 5 Update

TAB 12A

13. New Business

- A. Policy/SOG Updates
 - 1. SOG 2000d Uniform Standards
- B. Resolution 25-05 Surplus Property

TAB 13A

TAB 13B

14. Upcoming Topics/Events

TAB 14

- WFOA Annual Conference
- Volunteer Appreciation Party 4/26/25
- Professional Development SOG (FF2, FO, etc.)
- Implementation of SharePoint
- Drug Free Workplace SOG update
- Pancake Breakfast May 3rd
- All County Preparedness Day (replaces All County Picnic) *Tentative 6/28/25*

Good of the Order –

Adjournment

****Any attached documentation is subject to change without notice, as additions/deletions may be required. Confidential information excluded from public viewing****



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

**BOARD OF COMMISSIONERS
MEETING MINUTES FROM MARCH 18, 2025**

CALL TO ORDER

Board Chair Deborah Stinson called the meeting to order at 3:00 PM at St 6 and virtually via “Zoom”, call in number 1 (253) 205-0468, Meeting ID 87867559242.

COMMISSIONERS & ADMINISTRATIVE STAFF

District 1 Commissioners: Deborah Stinson, Geoff Masci, Ed Davis, Dave Seabrook and Steve Craig. Gene Carmody was absent.

Admin Staff: Chief Black, Deputy Chief Brummel, Finance Director Lirio, BC Fletcher, HR/Business Manager Stewart, CRM Wittenberg, Facilities Technician Lawson, MSO Ridgway and District Secretary Cray.

1. AGENDA CHANGES – Stinson added Excuse Carmody absence to New Item D.

2. CONSENT AGENDA

- Approve Minutes from March 18, 2025 Regular Board Meeting.

VOUCHERS

- Approve General Fire expenditure warrants dated February 27, 2025, March 3, 2025 and March 7, 2025, totaling, **\$148,074.20**
- Approve EMS expenditure warrants dated February 27, 2025, March 3, 2025 and March 7, 2025, totaling, **\$28,152.64**
- Approve payroll expenditure warrants dated February 19, 2025, March 4, 2025, totaling, **\$865,759.37**

MOTION: Masci moved to approve the consent agenda as presented. Craig seconded the motion which carried unanimously.

3. LIST OF CORRESPONDENCE – The Board reviewed correspondence received. Black pointed out the Land Use Application from the Port of Port Townsend.

4. PUBLIC COMMENT – No public comment given.

5. PRESENTATIONS – Chief Black shared a PowerPoint presentation reviewing the JC Airport Master Plan Update. It included considerations for fire department access as well as land use and local comprehensive planning. A final report is expected in June 2026.

The Board further discussed the property the District owns just south of the runway. Black noted that conceptually we want to build a fire station and administrative compound.

PAUSE FOR INTERNET ISSUES: 3:07PM

RETURN TO MEETING: 3:10PM

March 18, 2025

Davis stated he would like to have a plan for the compound. We have owned the property for 20 years. Cray will look up the history of how the property was acquired and if there are any stipulations. Black noted that the facilities committee will need to flesh out our baseline needs for current facilities before anything else.

Cray and Stewart gave the Board a brief demonstration on how to access the Commissioner SharePoint portal.

6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS – Included in board packet.

7. STAFF REPORTS

Fire Chief

Black highlighted the addition of some new call statistics by location within the District.

Deputy Chief

Currently working on AT&T First Net program. The HPUE is being loaned to Clallam now for testing. Our tests had 100% connectivity District/County wide. He gave a shout out to FF Kinney for getting a lot of work done while on light duty.

Brummel is working on a MCI plan with other agencies and counties and he is planning to attend a demo from Darkhorse regarding analytics for call volume etc.

Complete staff reports are included in the board packet.

8. COMMITTEE/WORKGROUP REPORTS

A. Budget Committee – No report, did not meet.

B. Data Group - No report, did not meet.

C. Community Risk Reduction Group - Wittenberg highlighted the Extinguisher campaign along with Wildfire Ready Neighbors media launch. On 4/16 at 10:30am at Station 7 there will be a kick-off event. We have invited the Commissioner of Public Lands, Senator Randall and many other local government representatives along with local and Seattle media. He is anticipating a successful campaign.

D. Apparatus Committee – included in board packet.

E. Facilities Committee – did not meet.

9. JeffCom Report – Staffing is nearly full. They are taking a pause on hiring/recruiting. They now have more resiliency by incorporating satellite based internet as an option.

10. LOCAL 2032 REPORT – None.

11. PUBLIC COMMENT - Agenda items only – Bud Ayers asked about signage for Station 5.

Black reported that no further signage that what is already on the building will be added to the property. There are county codes to be followed and permitting required for any other signage. We may add a wildfire sign that shows currently fire danger levels.

12. OLD BUSINESS

A. Strategic Plan – Implementation Tool (updates)

Discussion on whether or not to have an external budget committee. There is a need to educate the community about our process and needs prior to any levy lid lift discussions. Black noted that Finance Director is doing a great job of presenting our financial information monthly.

B. St 5 Update

The engineering is done. We are soliciting bids with one received so far. The hope is to have the name of the contractor for the next BOC meeting.

C. ALS ILA between D1 and D2 – Black reported we met with District 2 members and reviewed the agreement. Nothing substantial to report.

13. NEW BUSINESS

A. Policy/SOG Updates –

Policy 6012 – EFT and SOG 6012a– Lirio stated a new depository account was opened at the request of the County Treasurer and the policy and SOG changed were a result of this new account.

MOTION: Masci moved to approve Policy 6012 as presented. Craig seconded the motion which passed unanimously.

Other SOG updates included in the packet were: **SOG 4001e Fire Hose Inventory, SOG 4001e Air Medical Resources, SOG 4010b Probationary Firefighter Requirements and SOG 4010c Training Advisory Committee.**

MSO/MOU

B. – Resolution 25-04 Surplus Property – The Board reviewed the property included in Exhibit A.

MOTION: Masci moved to approve Resolution 25-04 as presented. Davis seconded the motion which passed unanimously.

C. Fire Code Inspections of EJFR Facilities – Wittenberg and Lawson reported they took two days to tour and review every EJFR facility looking to fire code issues. They created a list of deficiencies that will be completed within 30 days.

D. Excuse Commissioner Carmody Absences –**MOTION:** Masci moved to excuse Carmody for missing the February and March BOC meetings. Craig seconded the motion which was passed unanimously.

14. UPCOMING TOPICS/EVENTS –

All County Preparedness Day will be by 6/28/25, they are trying to get the neighborhood disaster prep groups to participate.

GOOD OF THE ORDER –

Black gave kudos to Brummel for teaching a class at Seattle College and to Stewart for completing two Human Resources classes.

The Commissioners were asked to bring in their laptops/tablets to be updated if needed.

ADJOURNMENT

Stinson adjourned the meeting at 4:31pm.

Jefferson County Fire District 1

Deborah Stinson, Chair

Dave Seabrook, Vice Chair

Geoffrey Masci, Commissioner

Steve Craig, Commissioner

Ed Davis, Commissioner

Absent
Gene Carmody, Commissioner

ATTEST:

Tanya Cray, District Secretary

March 18, 2025

Dear Chief Black,

I'm writing to extend my sincere thanks to you and your team of smoke detector installers, led expertly by Erin Murray.

Erin very quickly set an appointment for the install and while on site explained fully and clearly how to work and maintain the detectors. The two volunteers who did the work were skilled and experienced and extremely respectful of our home.

The entire service provided was beyond our expectations and greatly appreciated. I commend you for your leadership and for this excellent service and fine team.

Sincerely,
Barbara McTavish

Tammy,

That was hands-down the best first aid/CPR training I've experienced (I've done five or six)!

The feedback from my staff has also been overwhelmingly positive, that everything was really excellent; the team dynamic, thorough info delivered in easy-to-remember terms, even the humor was great and appreciated.

And all very pertinent to our working environment here. It's interesting to learn how some things have changed since the last CPR training I did, kind of relieved to eliminate the breathing part. Now to order a bunch of tourniquets and compression bandages!

Thank you again, all three of you.

Best regards,

Ariela Marshall

Training and Development Specialist
ACI Boats // Gold Star Marine
Armstrong Consolidated LLC

To: Robert, Erin and the Lawrence Street Crew,

On behalf of the students, parents and staff of the Salish Coast Developmental Preschool we want to express our deep gratitude to the staff members who were on duty for our visit to the Lawrence Street Station on Thursday March 27th. The crew were all phenomenal with their willingness to engage and create memorable experiences for our early learners. The staff went out of their way to have our students interact with tools, equipment and the environment at the station. The sessions definitely created lasting memories. We have many students who need and benefit from hands-on and repetitive learning. Your staff were patient, kind, and understanding of the individual differences of the students while respecting their needs and approach to novel experiences. It was evident that Erin prepared the staff for our student population, which made for the rich experience.

Our goal for the trip was to educate and expose our students to fire safety and recognize people they can go to for help and trust when the need arises. Our goal was met and our experience at the fire station exceeded our expectations. The amount of personal growth the students demonstrated was remarkable. Our students learned to trust, go to and not away from someone helping them even though they look different and sound different. In the many years I have brought students to the station, this experience truly stood out with an exclamation mark!

We thank you kindly for your amazing service to this community.

Kirsten Behrenfeld MA

Salish Coast Developmental Preschool

Battalion Chief Fletcher,

I wanted to once again thank you and your team for responding to Jefferson Transit's event on Sunday afternoon. Internally, staff are working to repair or possibly replace the compressor that caused the problem on Sunday.

I'll be changing the contact information that our alarm system has for staff members.

While I never want to need the fire department to respond to an event at JTA it is so reassuring to know that you and your team are able to respond so quickly if a situation does arise. Please accept our heartfelt thank you for all that you and your team does for our community.

Nicole

Nicole Gauthier | General Manager

Jefferson Transit Authority

New Crew in EJFR: Firefighters in Training

Cash Holmes

“My name is Cash Holmes and I was born and raised in Port Townsend. I am a recent graduate of Port Townsend High School and I have been working at the local car wash since my freshman year. In my free time I enjoy hiking, working out at the gym and spending time with my family and friends. I also enjoy fishing and competitive athletics. I grew up playing sports year-round with football being my passion. I value a sense of community and have appreciated growing up in a small town. I’m looking forward to working at EJFR and serving my community.”

Drew Harvey

“My name is Drew Harvey. I was born and raised in Washington State. I graduated from Washington State University in 2022. I love being active and getting outdoors, playing sports, hiking, and skiing. The past couple of years I have been working toward my goal of getting into the Fire Service. I got my EMT certification this past summer and had been working at American Medical Response in Seattle since then. I am very excited for this opportunity to work and learn at East Jefferson in the Firefighters Training Program.”

Sophia Loverich

“Hello everyone! My name is Sophia Loverich, and I’m excited to be a part of this program. I graduated from North Kitsap High last year and have wanted to work in this field for a long time. I come from a family of five; my older sister and brother have always encouraged my passions. I love to fish, hike, ski, and do anything outdoors. I’m excited to get to know everyone in the department and in the community.”

Daniela Sanchez

“Hola! I’m Daniela Sanchez. I was born and raised in Colombia. I have been living in this community for the past six years and I am very excited to be a part of EJFR and give back to the community that has given so much to me. In my free time you will see me making pizzas, riding my bike around the peninsula, and matching beanies with my son.”

Every Student Belongs: Special Education in Chimacum

At Chimacum School District, we believe every student has unique talents and the potential to do great things. That’s why we’re committed to making sure all students—no matter their abilities—get the support they need to shine.

Special education in Chimacum isn’t about limitations—it’s about possibilities! “We work so that every student gets the kind of support they need from the right person at

2025 Statistics for East Jefferson Fire Rescue

Effective 01/01/2023 Port Ludlow Fire & Rescue merged with East Jefferson Fire Rescue. Our monthly statistics will now include information for the entire Fire District.

Communities served include: Port Townsend, Cape George, Kala Point, Marrowstone Is., Port Hadlock, Chimacum, Irondale, Port Ludlow MPR (North and South Bay), Paradise Bay, Beaver Valley, Bridgehaven, Mats Mats, Shine, South Point and other areas located within our boundaries.

February Alarms

Fires.....	9
Rescue/Emergency Medical	343
Good Intent	33
Hazardous Conditions	8
False Alarms	14
Service Call	58
Total Alarms	465

Ambulance Transports

911 Transports.....	214
Hospital Requested Transport.....	0
Non Transports.....	137
Total Transports	214

CARES Contacts..... 82



the right time,” says School Board Chair Dr. Roxanne Hudson. That means students with disabilities, students learning English, those who need extra challenges, and everyone in between get the tools and guidance to succeed.

Our teachers and staff use creative strategies to ensure every student feels included and confident in the classroom. Programs like

Universal Design for Learning help make lessons engaging and accessible, so all students can learn side by side and celebrate each other’s strengths.

More than just academics, our focus on inclusion builds a school community where every child feels welcome, valued, and excited to learn. When students feel like they belong, they’re more motivated, more engaged, and better prepared for the future.

At Chimacum, we know that when every student thrives, our whole community grows stronger. And that’s something worth celebrating!





EAST JEFFERSON FIRE RESCUE

Bret Black Fire Chief ~ bblack@ejfr.org
24 Seton Rd • Port Townsend WA 98368
360.385.2626 • ejfr.org

Fire Chief's Monthly Report – March 2025

Call Summary

Call Statistics			EJFR Responses By Area for March 2025	
	March '25	March '24		
Fires	8	10	Mutual Aid Given	12
Rescue/EMS	304	329	City of PT	202
Service Call	54	81	GlenCove/Jacob Miller	12
Good Intent	32	42	Cape George	15
False Alarm	22	16	Ocean Grove/Beckett Pt.	2
Hazardous Condition	7	4	Kala point	16
Special Incident	2	0	Hadlock/Irondale	61
Total	429	482	Marrowstone Is.	12
March Transports			South Discovery	3
911	197		Chimacum	17
Hospital Requested	0		Oak Bay	3
Total	197		Northern Ludlow	45
CARES Contacts			Southern Ludlow	26
March Contacts	116		Other/CARES	3

Fire Chief General Activities EJFR's new Volunteer Coordinator, Mike Harte started on March 10. Supervised by the Training Officer, Mr. Harte is meeting with various career and volunteer members during his first month. The Volunteer Coordinator works 20 hours per week and flexes his schedule to meet the needs of the volunteers.



FC was asked to participate in the Jefferson County International Airport (JICA) Master Plan update. This was the initial kickoff meeting to collaborate with various partners. EJFR's facility needs and 911 response perspectives were shared.

The Jefferson County Federation of Republican Woman requested a presentation on CARES and other new EJFR Programs. FC made the presentation on March 13 at the

Serving the Communities of

Port Townsend Port Hadlock Chimacum Irondale Kala Point Cape George Marrowstone Island
Paradise Bay Shine Bridgehaven Mats Mats Swansonville Port Ludlow Beaver Valley South Point

Road House in Port Townsend. FC attended the Olympic Community of Health's Care Coordination Partner Seminar in Port Gamble. The All-County Preparedness Day (ACPD) workgroup continues to meet regularly. The event will be June 28 at Finnrivier Cider. FC was invited to JC Climate Action Plan stakeholder meeting, which had little opportunity for input and no method to review related documents.

FC was requested to present an ICS review to Chimacum School District senior staff. We reviewed recent interagency incidents and other larger disasters. Fire Districts 1 and 2 met regarding the paramedic service ILA, which included board reps, fire chiefs and staff. The meeting was amenable, with a few tangential questions were posed regarding mileage reimbursement. FC and Community Risk Manager (CRM) met with Fort Worden State Park staff to present ILA fee structure for fire protection. New elements, including special event fees and false alarm penalties were presented. The draft has been submitted to the State for review.

FC and DFC continue collaboration with the WFC – WSRB workgroup in hopes of updating some of the rating criteria. Staff met to coordinate the development of the annual report. FC met with Port Ludlow Village Council to assist in reorganization and planning. FC Black attended the WA Fire Defense Board meeting (virtual) and is designated the JC rep.



Wildflower Landscaping requested a meeting with FC to offer their services for Chimacum Fire Station 6. The owner would like to donate several hours per month and materials to update the landscaping around the facility at **no charge**. We also discussed the elements of FIREWISE landscaping criteria for future projects. Staff reviewed Dark Horse response analytics interface and received a proposal.

Other Projects

- Meet and confer with 2032 to develop specialty pay.
- Extensive time dedicated to HR/personnel topics.
- All County Preparedness Day planning group meetings.
- Interviewed and selected the Fall 2025 Medic One candidate. Congratulations to FF Cordova.

Standing Meetings/Committees

Jefferson County CEO Breakfast (virtual)	JeffCo DEM IMT Meeting	BOCC
PT City Manager	PT Police Chief	BHC
JeffCo EMS Council	BHAC (10 th of 1%)	ECHHO
JH CQI meeting	REAL Team	WSRB
JEFFCOM Board Meeting		

Miscellaneous FC downgraded his EMT to WA Emergency Medical Responder (EMR). FC met with JC Forester to strategize future projects. FC met with the Port to discuss opportunities at the airport. FC met with JeffCom Director Stewart to discuss their needs in a new facility. PDN requested and received an interview with FC regarding the impact of federal cuts to the EJFR.

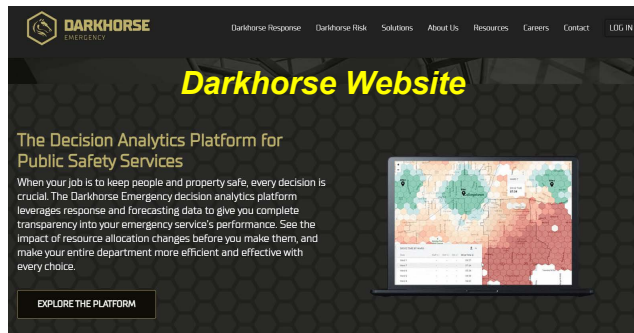
Serving the Communities of

*Port Townsend Port Hadlock Chimacum Irondale Kala Point Cape George Marrowstone Island
Paradise Bay Shine Bridgehaven Mats Mats Swansonville Port Ludlow Beaver Valley South Point*

April 2025

Operations Report
DC Pete Brummel

Operations	<div data-bbox="711 474 1205 575">2025 Goals and Objectives Progress Continued Oversight (Ongoing) Photos of Events</div> <div data-bbox="383 621 872 651">2025 Goals and Objective Progress:</div> <div data-bbox="383 655 906 684"><u>Goal #1: Improve Operational Resiliency:</u></div> <div data-bbox="383 688 1365 718"><i>Objective 1.1: Strengthen Mutual and Automatic Aid Agreements: In Progress</i></div> <div data-bbox="440 737 1360 837"><ul style="list-style-type: none">✓ Developing "Model Procedures" Clallam and Jefferson counties to strengthen and unify response objectives for threshold events such as firefighter mayday, rapid intervention, etc. (From 3/12 Ops Meeting)</div> <div data-bbox="383 856 1268 886"><i>Objective 1.2: Prepare for Mass Casualty Incidents (MCI): In Progress</i></div> <div data-bbox="440 894 1520 924"><ul style="list-style-type: none">✓ Working with Chief Black, MSO Ridgway and Capt. Bergen for first draft objectives</div> <div data-bbox="383 942 1416 972"><i>Objective 1.3 Expand Capabilities with Special Operations and Wildland Interface.</i></div> <div data-bbox="440 978 1507 1079"><ul style="list-style-type: none">✓ Restoring confined space equipment to readiness state between L1 and R7, attending 4/22 DNR Summit to advocate for delivering in-house NWCG FFII "Red Card" certification. Participated in annual confined space training on 3/17/25.</div> <div data-bbox="383 1083 963 1113"><u>Goal #2: Improve Technology and Innovation</u></div> <div data-bbox="383 1117 1127 1146"><i>Objective 2.3 Leverage Data Analytics for Decision-Making</i></div> <div data-bbox="440 1159 1523 1257"><ul style="list-style-type: none">✓ Chief Black, CRR Wittenberg and I virtually met with representatives from Darkhorse Emergency Analytics that specialize in decision analytics to leverage response times, station locations, and enhance operational deployment.</div> <div data-bbox="383 1270 1250 1299"><i>Objective 2.4 Integrate High Performance User Equipment (HPUE)</i></div> <div data-bbox="440 1316 1537 1417"><ul style="list-style-type: none">✓ In addition to AT&T, we are meeting with T-Mobile representatives to compare their satellite technology and capabilities to provide similar upgrades for continual connectivity in the county. Meeting with T-Mobile on 4/10/25.</div> <div data-bbox="368 1434 971 1463"><u>Goal #3: Prioritize Health and Safety Initiatives</u></div> <div data-bbox="368 1467 1083 1497"><i>Objective 3.2 Strengthen Decontamination Procedures:</i></div> <div data-bbox="440 1507 1417 1572"><ul style="list-style-type: none">✓ <i>Allocated our firefighter hood exchange supply to Station 4/Air Unit 4 for integration into our fire ground decontamination procedures.</i></div> <div data-bbox="368 1600 786 1629">Continuing Oversight Update:</div> <div data-bbox="394 1656 1507 1967"><ul style="list-style-type: none">✓ Managing and inventorying all Jefferson County Tier II reporting as Chair of LEPC✓ Completed final equipment inventory at Cape George station 3 for surplus. Several small tools to post on auction after BOC action.✓ Attended Medic One Appreciation Luncheon, Mercer Island.✓ Drafted SOG's: EMT and Paramedic Training Requirements (in review)✓ Completed application with Department of Ecology for disposal of firefighting foam containing PFAS. Disposal scheduled for June by Ecology third party remediation. <i>Thanks to BC Macdonald for creating the workflow for this to be completed.</i>✓ Managing several labor/management hearings</div>
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Air 4 Crew at PT Mill Fire



Confined Space Training Scenario



**PT Mill Fire 3/16/25
fire located in 3rd
floor power room**

Meetings and Events

- 3/3: JCFA Chiefs Meeting (1hr)
- 3/5: AT&T First Net Presentation (2hr)
- 3/10: Agenda Prep Meeting (2hr)
- 3/12: 2nd Clallam Ops Group Meeting (2hr)
- 3/13: Attended retirement ceremony for CKFR (2hr)
- 3/17: EJFR Confined Space Training (8hr)
- 3/18: DoD/NRNW NAVMAG Exercise Prep Meeting (2hr)
- 3/18: EJFR BOC Meeting (2hr)
- 3/19: Guest Lecturer at Eastside Leadership (4hr)
- 3/20: Medic One Luncheon (5hr)
- 3/21: Darkhorse Analytics Presentation (2hr)

Vector Check-It, LNI FIIRE, various in-person, meetings, virtual meetings, station visits and discussions.

Date Prepared: 4/9/25

Subject: Community Risk Division Report

Prepared By: Robert Wittenberg

Public Education, Events, and Presentations	Children's Events <ul style="list-style-type: none"> • 3/21 Engine Tour, Salish Coast Special Education Class, 10 Students • 3/25 Station Tour, Local Resident and Grandson, 1 Child • 3/27 Station Tour, Salish Coast Preschool, 24 Students • 3/28 Station Tour, Cub Scout Pack, 16 Students Adult Events <ul style="list-style-type: none"> • 3/15 Marine 1 Tour and Fire Extinguisher Training, Salish Rescue, 8 Adults • 3/26 Cooking Safety Presentation, Discovery View Retirement, 20 Adults • 3/27 Fire Extinguisher Training, Northwest Maritime Center, 20 Adults • 3/29 Fire Extinguisher Training, Port Ludlow Yacht Club, 25 Adults • 3/30 Infant CPR Course Observation, Station 6, 18 Adults • 4/5 Port Townsend Farmer's Market, Wildfire Ready Neighbors, 100 Adults
Community Partnerships	<ul style="list-style-type: none"> • 3/11 Wildfire Ready Neighbors Campaign Meeting • 3/17 Meeting on Agreement with State Parks, Fort Worden • 3/18 Safety Meeting at Blue Heron Middle School • 3/18 Pre-meeting with Northwest Maritime for Fire Extinguisher Training in March • 3/18 Pre-meeting with Discovery Behavioral Health for Safety Training • 3/19, 3/26, 4/2 Preparedness Day Meetings • 4/1 DASH Meeting • 4/2 Jefferson County IMT Meeting
Smoke Alarm Installations	<ul style="list-style-type: none"> • March – 34 Alarms Installed • 2025 Total – 66 Alarms Installed
Wildfire Assessments	<ul style="list-style-type: none"> • March – 11 Assessments Completed • Year to Date – 32 Assessments Completed • Contract Period – 34 Assessments Completed
Plan Review, Inspections, Investigations	Inspection <ul style="list-style-type: none"> • 3/26 Cascade Community Connections, Port Townsend Concerns <ul style="list-style-type: none"> • 3/12 Fire Code Enforcement Action with City of Port Townsend • 4/1 Smoke Alarm Consultation, Port Townsend Meetings <ul style="list-style-type: none"> • 3/20, 3/27, 4/3 New Development Reviews with City of Port Townsend

	<ul style="list-style-type: none"> • 3/12 Coffee Meeting with DFM Tracer on Access Standards • 3/21 Darkhorse Demonstration • 3/27 City Meeting, Vince's Village Pre-App Meeting • 3/27 City Meeting, Right of Way Swap • 4/3 City Meeting, Tyler Street Project <p>Burn Permits</p> <ul style="list-style-type: none"> • 3/12 Burn Permit Inspection, Port Ludlow • 3/17 Burn Permit Inspection, Port Townsend • 3/20 Burn Permit Inspection, Port Townsend • 3/21 Burn Permit Inspection, Nordland • 3/26 Burn Permit Inspection, Nordland
Public Information Officer (PIO)	<p>Media Releases</p> <ul style="list-style-type: none"> • 3/17 Robbins Road Fire <p>Social Media Posts</p> <ul style="list-style-type: none"> • 3/16 Mill Fire • 3/17 Robbins Road Fire • 3/30 Newsletter Signups <p>Social Media Followers</p> <ul style="list-style-type: none"> • Facebook - 3,636, Up 9 followers • Instagram – 672, up 5 followers <p>Media Interviews</p> <ul style="list-style-type: none"> • 3/28 Cape Ludlow Voice, Meet the Firefighter • 4/1 KPTZ, Wildfire Ready Neighbors Promotion <p>Newsletter Planning</p> <ul style="list-style-type: none"> • 3/28 Constant Contact <p>Newsletter Distribution List</p> <ul style="list-style-type: none"> • 3/30 Initiated, 24 Sign Ups <p>Annual Report</p> <ul style="list-style-type: none"> • 3/17 Planning Meeting
Professional Development	<p>Wildfire</p> <ul style="list-style-type: none"> • 3/13 & 3/14 NFPA Assessing Structural Ignition Potential (ASIP) Course • 3/24 Meeting with Fire Adapted Communities Network for Resources



**STATE OF WASHINGTON
DEPARTMENT OF NATURAL RESOURCES (DNR)
AMENDMENT NO. 2
TO
AGREEMENT NO. 93-107865**

PI: 28R-GXG

Funding Source: State

Grant Funded: ☐ Yes ☒ No

OMWBE: ☐ Small Business ☐ Veteran Owned ☒ Not Applicable

Procurement method (Select one): ☒ Exempt, Department of Enterprise Services, Sole Source Contract Policy No. POL-DES-140-00, Section 5, Item 2, RCW 39.26.125(10)

Statewide Vendor # (SWV): SWV0110265-00

Agreement No. 93-107865 by and between the WA STATE DEPARTMENT OF NATURAL RESOURCES (DNR) and Jefferson County Fire Protection District 1 DBA East Jefferson Fire Rescue is amended as follows:

4.0 Payment is hereby amended to read:

Pay for the work provided is established under RCW 39.34.130. The parties estimate that the cost of accomplishing the work will not exceed thirty-three thousand dollars (\$33,000). Pay for services shall be based on the rates and terms described in Exhibit A – Scope of Work.

Exhibit A – Scope of Work, is hereby amended as follows:

Task	Completion Date	Quantity	Rate	Deliverable	Total
Example: Wildfire Ready Home Visits- Conduct wildfire home risk assessments and provide landowners with written report of findings	6/30/2025	150 Assessments	Not to exceed \$125/assessment	Use Survey 123 to track WRHVs or, or if paper copy of survey is used directly report # of WRHVs provided to landowners	\$18,750
Project Administration (press releases, billing, general administration, receipt of requests for assessment, assignment of work)	6/30/2025	25 Hours	\$50/Hr	Invoices/Copies of press releases	\$1,250
2 Ipads for Conducting Home Visit Surveys	6/30/2025	iPad Tablet, Protective Case, Apple Pencil	2 x \$1,000	Invoice/Receipts	\$2,000
Survey 123 Training, Two residents will attend the NFPA ASIP training.	6/30/2025	2 Individuals	\$4,000	Invoice/Receipts/ Mileage Logs	\$4,000
Community Fire Danger Awareness	6/30/2025	4 Fire danger Signs + Installation	\$7,000	Receipts/Invoice	\$7,000
Grand total					\$33,000

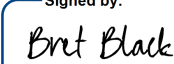
Reason for the change is: Additional Wildfire Ready Home Visits added to Exhibit A – Scope of Work.

The effective date of this Amendment is April 9, 2025, or the last date of execution, whichever is later.

ALL OTHER TERMS AND CONDITIONS of the original contract and any subsequent amendments remain in full force and effect.

By signature below, the Parties certify that the individuals listed in this document, as representatives of the Parties, are authorized to act in their respective areas for matters related to this instrument.

IN WITNESS WHEREOF, the parties hereby execute this Amendment.

JEFFERSON COUNTY FIRE PROTECTION DISTRICT 1 DBA EAST JEFFERSON FIRE RESCUE	STATE OF WASHINGTON DEPARTMENT OF NATURAL RESOURCES
<div>Signed by:  4/9/2025</div>	
<div>3FB0A33303F9414...</div> <div>Signature</div> <div>Date</div>	<div>Signature</div> <div>Date</div>
<div>Bret Black</div> <div>Name</div>	<div>Russ Lane</div> <div>Name</div>
<div>Fire Chief</div> <div>Title</div>	<div>Wildland Fire Management Division Manager</div> <div>Title</div>
<div>24 Seton Rd</div> <div>Port Townsend, WA, 98368</div> <div>Address</div>	<div>1111 Washington St SE</div> <div>Olympia, WA 98504</div> <div>Address</div>
<div>360-381-0292</div> <div>Telephone</div>	<div>360-902-1300</div> <div>Telephone</div>



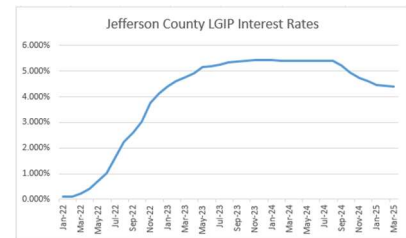
FINANCIAL REPORT FOR MARCH 2025

Fund Balance March 2025

	General	EMS	SubTotal	Fire Capital	EMS Capital	Reserve	Total
Beginning of Year	2,703,780	3,228,501	5,932,281	1,366,733	978,794	501,400	8,779,208
Change YTD	(1,090,189)	(353,510)	(1,443,699)	14,818	10,570	5,324	(1,412,986)
Ending Fund Balance	<u>1,613,591</u>	<u>2,874,991</u>	<u>4,488,582</u>	<u>1,381,551</u>	<u>989,364</u>	<u>506,724</u>	<u>7,366,222</u>

Financial Highlights:

- Year-to-Date financials and trending graphs (attached). YTD trends appear to be trending as expected.
- Investment Earnings. LGIP gross interest = 4.3995% in March 2025. Interest rate has declined the last 8 consecutive months
- 97.6% of EJFR's Fund Balance is in LGIP Investments
- GEMT stopped 3rd party interim billing process (A0999) for April due to an issue. GEMT was being billed at 100%. Once the issue is resolved in late April, interim billing will commence. Normal settlement process will occur during the SFY 2025 interim settlement process.



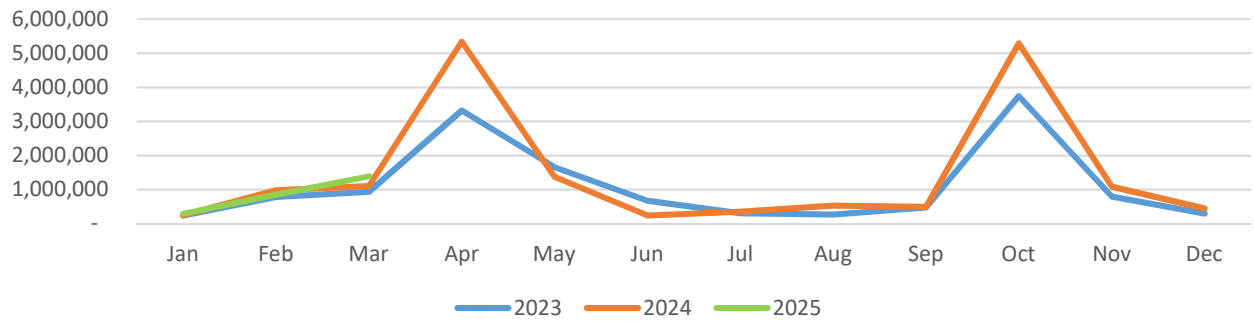
July 2023 - April 2024 YTD collected \$404,398

July 2024 - March 2025 YTD collected \$554,644 (excludes 2023/2024 settlements amts)

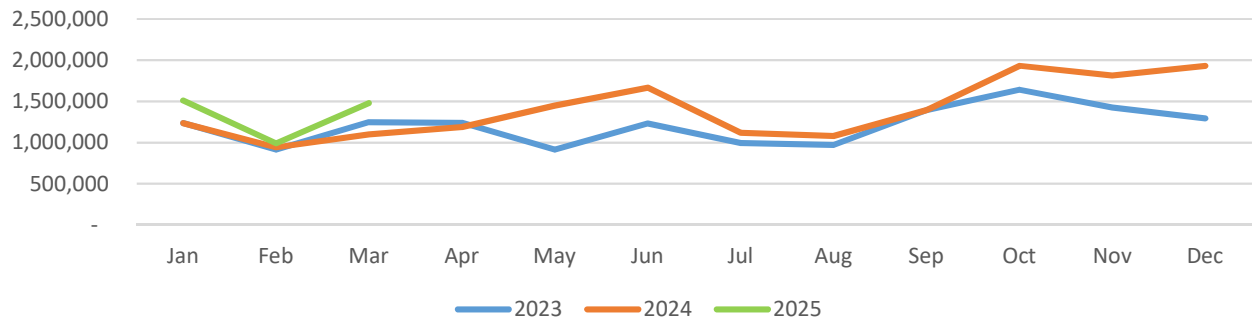
Other Highlights:

- We will access \$451,470 from our Local Program debt facility in June 2025 for the brush truck and remounted ambulance
- Reviewing insurance coverages - June 1 renewal date
- 2024 financial statement information and footnotes on schedule
- Continuing to gather capital spend information for Capital Improvement Plan
- Worked with BC MacDonald to potentially allow for expanded use of vacation benefit and decrease vacation buyout in December
- Redesigning cash receipting process with the new depository account
- 3/6 – CARES ride along, notarized power of attorney
- Helped streamlined billing process for OCH CARES Grant

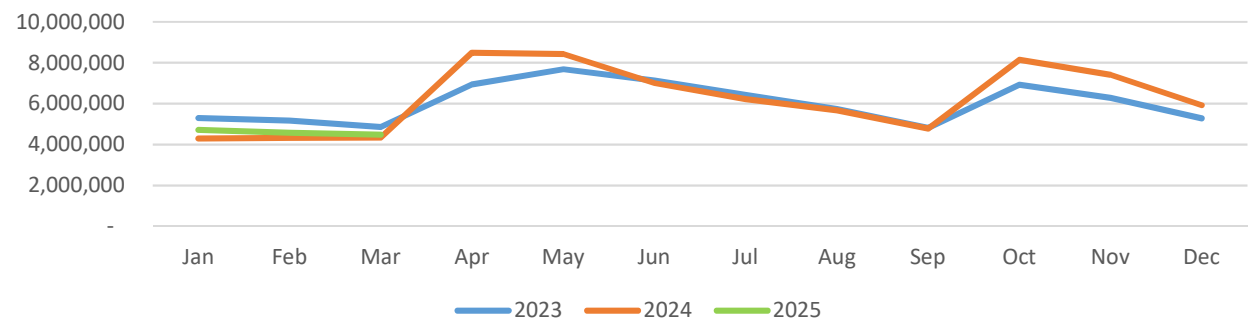
East Jefferson Fire Rescue FIRE General & EMS Funds Revenues



East Jefferson Fire Rescue FIRE General & EMS Funds Expenditures



East Jefferson Fire Rescue FIRE General & EMS Funds Fund Balance



FIRE - 2025 BUDGET POSITION

Jefferson Co FPD No. 1

Time: 12:28:36 Date: 04/04/2025

Page: 1

001 Fire Fund #656001010

Months: 01 To: 03

Revenues	Amt Budgeted	Revenues	Remaining	
300 Revenue	10,790,550.00	1,374,390.89	9,416,159.11	87.3%
390	272,000.00	0.00	272,000.00	100.0%
Fund Revenues:	11,062,550.00	1,374,390.89	9,688,159.11	87.6%
Expenditures	Amt Budgeted	Expenditures	Remaining	
000	162,200.00	20,432.68	141,767.32	87.4%
210 Administrative	1,881,880.00	498,415.02	1,383,464.98	73.5%
211 Legislative	240,195.00	43,824.81	196,370.19	81.8%
220 Suppression	6,417,524.00	1,657,031.05	4,760,492.95	74.2%
230 Prevention	22,000.00	404.09	21,595.91	98.2%
245 Training	112,333.00	11,556.63	100,776.37	89.7%
250 Facilities	422,414.00	79,197.55	343,216.45	81.3%
260 Vehicles & Equipment	468,450.00	144,663.81	323,786.19	69.1%
520 Fire Control	9,726,996.00	2,455,525.64	7,271,470.36	74.8%
590 Debt, Capital & Transfers	1,958,785.50	9,054.31	1,949,731.19	99.5%
Fund Expenditures:	11,685,781.50	2,464,579.95	9,221,201.55	78.9%
Fund Excess/(Deficit):	(623,231.50)	(1,090,189.06)		

EMS - 2025 BUDGET POSITION

Jefferson Co FPD No. 1

Time: 12:29:03 Date: 04/04/2025

Page: 1

101 EMS Fund #657001100			Months: 01 To: 03	
Revenues	Amt Budgeted	Revenues	Remaining	
300 Revenue	6,460,354.00	1,165,180.39	5,295,173.61	82.0%
Fund Revenues:	6,460,354.00	1,165,180.39	5,295,173.61	82.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
272 EMS Operations	6,611,439.00	1,507,537.97	5,103,901.03	77.2%
274 EMS Training	108,940.00	11,151.70	97,788.30	89.8%
520 Fire Control	6,720,379.00	1,518,689.67	5,201,689.33	77.4%
590 Debt, Capital & Transfers	190,000.00	0.00	190,000.00	100.0%
Fund Expenditures:	6,910,379.00	1,518,689.67	5,391,689.33	78.0%
Fund Excess/(Deficit):	(450,025.00)	(353,509.28)		

EMS OT Summary Report

Jefferson Co FPD No. 1

Time: 12:36:07 Date: 04/04/2025

Page: 1

101 EMS Fund #657001100 Months: 01 To: 03

Expenditures	Amt Budgeted	Expenditures	Remaining	
520 Fire Control				
522 72 10 000-1 FF/EMT (60%)	4,309,474.00	1,059,674.54	3,249,799.46	75.4%
522 72 10 019-1 OVERTIME (60%)	778,721.00	181,440.06	597,280.94	76.7%
272 EMS Operations	5,088,195.00	1,241,114.60	3,847,080.40	75.6%
520 Fire Control	5,088,195.00	1,241,114.60	3,847,080.40	75.6%
Fund Expenditures:	5,088,195.00	1,241,114.60	3,847,080.40	75.6%
Fund Excess/(Deficit):	(5,088,195.00)	(1,241,114.60)		

FIRE OT Summary Report

Jefferson Co FPD No. 1

Time: 12:30:14 Date: 04/04/2025

Page: 1

001 Fire Fund #656001010 Months: 01 To: 03

Expenditures	Amt Budgeted	Expenditures	Remaining	
520 Fire Control				
522 20 10 000-0 FF/EMT (40%)	2,872,983.00	706,449.55	2,166,533.45	75.4%
522 20 10 019-0 OVERTIME (40%)	519,147.00	120,863.91	398,283.09	76.7%
220 Suppression	3,392,130.00	827,313.46	2,564,816.54	75.6%
520 Fire Control	3,392,130.00	827,313.46	2,564,816.54	75.6%
Fund Expenditures:	3,392,130.00	827,313.46	2,564,816.54	75.6%
Fund Excess/(Deficit):	(3,392,130.00)	(827,313.46)		

Date Prepared: 4/8/25

Subject: Human Resource Report

Prepared By: Emily Stewart

Meetings & Training:	<ul style="list-style-type: none">• 3/5 IMT Orientation – WW Type 3• 3/17 Annual Report Planning Mtg• 3/18 Advisor Mtg @ Pen Col.• 3/18 BOC Mtg• 3/19 Post-BOC Mtg• 3/21 Marketing materials Mtg for coloring contest/Fire Fest• 3/25 Effective Performance Mgmt (Training)• 3/26 How to Become a Better Communicator (Training)• 3/31 Specialty Pay M&C
Human Resources	<p>Employee Wellness</p> <ul style="list-style-type: none">• 3/24 Annual Physical Planning• Annual Physical Offering – survey sent• Employee Mental Health follow up scheduled for April <p>PM Student Program</p> <ul style="list-style-type: none">• 3/12 Written Test (3 candidates)• 3/27 Practical Assessment Center (2 Candidates)• 3/31 Chief's Mtg (1 candidate) <p>Jesse Cordova has passed the assessment center requirements and plans to attend PM school at the next opportunity.</p> <p>Volunteer Coordinator</p> <ul style="list-style-type: none">• 3/10 Volunteer Coordinator – First Day <p>FIT Program</p> <ul style="list-style-type: none">• Three FIT's in FF Academy• Three FIT's on-shift• Assisted in grant proposal for funding from AAUW <p>2025 HR Schedule (hiring/promotional testing)</p> <ul style="list-style-type: none">• May – Entry level FF testing (tentative)
Presentations / Tours/Other/Misc	<ul style="list-style-type: none">• 3/1 B-day party @ Station 1 10 adults/10 kids

EJFR Staff and Volunteers, March 2025

2/25	A SHIFT	B SHIFT	C SHIFT
BC	1-MacDonald	4-Clouse	7-Fletcher
LT	6-Rogers	1-Lueders	1-Kilgore
LT	7-Kauzlarich	5-Gregory	5-W. McGuffey
LT	8-Sanders	6-Grimm	8-Martin
LT	2-Morris	7-Chambers	2-Dean
LT	3-Carver	8-White	4-Dalrymple
PM	4-Whiting	5-Yelaca	2-Spellman
PM	3-Minker	7-Wagner	6-C. Johnson
PM	6- Pulido	8-Welander	7-Rudnick
PM		2-Whitson	
FF	1-Secondez	2-Kithcart	1-Holbrook
FF	2-Walker	2-Kinney	3-Parker
FF	4-Cordova	3-G.Williams	3-Sheehan
FF	5-B.Grimm	4-Severin	4-Kaldahl
FF	7-Sviridovich	6-Fairbanks	6-Richter
FF	8-Archuleta	8-P. Williams	7-Beery
FF	8-Wright	8-Boe	8-Chapman
FF	2-Jeske	3-Floberg	2-Le
FF	5-N. McGuffey		2-Wells
FF			8-Heydon
Res	Barton	Sanchez	Bentzen
Res	Holmes	Harvey	Loverich
Res			
MSO	FF/PM Ridgway		
Cares	FF/PM Woods		
	Captain Bergen FF/PM		

Admin	
Chief	Black
DC	Brummel
CRM	Wittenberg
DS	Cray
HR	Stewart
AA	Sanders
AA	Murray
FT	Lawson
FD	Lirio
Total 9	
Volunteer	Position(s)
BERRY	Admin
CHAPMAN	Admin
DAWSON	Admin
DOOLIN	Admin
HORVATH	Admin
KEPLINGER	Admin
KRYSINSKI	Admin
TILLMAN	Admin
Total 8	
AVERY	EMS
BLANCHARD	EMS
GONNELLA	EMS
SHORT	EMS
STEWART	EMS
REICHHELD	EMS
Total 6	

Volunteer	Position(s)
BAZINET	FF/EMS
BUCKHAM	FF/EMS
COREY	FF/EMS
MCNERTHNEY	FF/EMS
MONTONE	FF/EMS
NOKES	FF/EMS
STEWART	FF/EMS
STONE	FF/EMS
THOMAS	FF/EMS
Total 9	
BARTON	FIT
BENTZEN	FIT
HARVEY	FIT
HOLMES	FIT
LOVERICH	FIT
SANCHEZ	FIT
Total 6	
ANDERSON	Support/EMS
HARTE	Support/EMS
MOORE	Support/EMS
Total 3	
BACKUS JACKSON	Support
BETHEL	Support
Total EJFR Members 116	

Volunteer	Position(s)
COULTER	Support
DUDDY	Support
FLANAGANMATA	Support
FLEISCHMAN	Support
FORCE	Support
MATACHACON	Support
MICHELSON	Support
NATHAN	Support
SMITH	Support
Total 11	
Commissioner	District
Carmody	1
Craig	3
Davis	1
Masci	4
Seabrook	2
Stinson	5
Total 6	
Total Career FF 58	
Total Admin staff 9	
Total Volunteers 43	
Total Commissioners 6	

Month	Activity - pink = DONE!	BOC	Admin	CRR	OPS	TRAINING
January <i>New Years Day</i> <i>MLK Day</i>	W-2's/1099's		x			
	Quarterly payments:		x			
	Set Committee assignments for BOC (finance, facilities etc)	x				
	CRR Week			x		
	LT Testing		x			
	Safety Mtg Q4 2024		x			
	Reflect on Status of Prior Year Plan/Metrics		x			
	Policy/SOG Committee Mtg		x			
	Labor Mgmt Mtg		x			
	Volunteer Status letters sent		x			
February <i>President's Day</i>	Extend FF/PM eligibility list?		x			
	Interview/Hire Volunteer Coordinator		x			
	SAM renewal		x			
	Ambulance DOH License Renewal		x			
	New FIT orientation and shift assignments		x			x
	Policy/SOG Committee Mtg		x			
	BVFF Annual Certification Feb/March		x			
March	PM Student Testing (3/12 & 27)		x			
	Annual Report Due		x			
	Volunteer Interviews (tentative)		x			
	Policy/SOG Committee Mtg		x			
April	Safety Mtg Q1		x			
	WFCA Region 9 Training	x	x			
	1st Qtr Vol Payroll		x			
	Labor Mgmt Mtg		x			
	Quarterly Payments		x			
	Volunteer Appreciation Week		x	x		
	Home & Kitchen Tour (MI)		x	x		
	Kala Point Expo			x		
	Red Cards Submitted - maybe early May?		x			
	Erin/Emily Fire Education training		x	x		
	Annual HIPAA Compliance Plan		x			
May <i>Memorial Day</i> Rhody Fest 14-18th	National EMS Week		x	x		
	SAO Annual Report Due		x			
	National Wildfire Awareness Month		x	x		
	Filing Period for open BOC Positions	x	x			
	Pancake Breakfast? Support Union	x	x	x		
	Entry-level FF Testing (tentative)		x			
June <i>Juneteenth</i>	Marrowstone Strawberry Festival			x		
	Burn Restriction preparations			x		
	Spring WFCA Saturday Seminar	x	x			
	Prepare Volunteer Status letters		x			
	FF/PM Testing (tentative)		x			
July Burning Restricted <i>4th of July</i>	Quarterly Payments		x			
	Staff Evals - Due by Oct 1st		x			
	2nd Qtr Vol Payroll		x			
	Safety Mtg Q2		x			
	Labor Mgmt mtg		x			
	Kick-Off Budget Development	x	x	x	x	x
August Burning Restricted	Community Opportunity Fair			x		
	JC Fair		x	x	x	
	All County Picnic		x	x		
	Review Contracts/Agreements for 2025 Budget		x			
	National Night Out		x	x		
	FIT Interviews/Hiring (tentative)		x			
September Burning Restricted <i>Labor Day</i> Wooden Boat Fest PT Film Festival	Budget Work Continued	x	x	x	x	
	9/11 Remembrance		x		x	
October Kinetic Sculpture Race	Quarterly Payments		x			
	3rd Qtr Vol Payroll					
	Safety Mtg Q3		x			
	Fire & Rescue Fest - Fire Prevention Week		x	x	x	x
	Service Awards Banquet	x	x			
	Fire Prevention Week		x	x		
	Budget Work Continued	x	x	x	x	x
	WFCA Annual Conference	x	x			
	Labor Mgmt Mtg		x			
November <i>Veterans Day</i>	2nd Volunteer status letters		x			
	Budget Due Nov 30th	x	x			
	Public Hearing	x	x			

Thanksgiving	Open Enrollment begins (health insurance)		x			
Thanksgiving Friday	End of Year HR Updates					
December	4th Qtr Vol Payroll		x			
Christmas	Admin Staff & Commissioner Banquet	x	x			
	Holiday Banquet		x			
	Admin Holiday Party		x			
	Prepare Volunteer pension eligibility letters		x			
	Begin DOH Licensing Application Due 1/31		x			
	Last Accounts Payable run (usually 12/30)		x			

Date Prepared: 4/4/25**Subject:** *Executive Assistant/District Secretary Report***Prepared By:** *Tanya Cray*

Meetings & Events:	<ul style="list-style-type: none">• 3/10 Agenda Prep meeting• 3/13 Met with potential candidate• 3/17 D1/D2 ALS ILA Meeting• 3/17 Annual Report Meeting• 3/18 BOC Meeting• 3/19 Post BOC Meeting• 3/21 Met with potential candidate• 3/24 Meeting re: Wellness Physicals <p>*Was out on family sick leave Mar 3-7</p>
Notable Projects	<ul style="list-style-type: none">• PL Voice Submission• Board Meeting packet preparation• Documents Purge at Station 7• GovDeals posting/selling of surplus items• Annual Physicals – administrative help• Researched Airport Property History
BOC Trainings & Registrations	<p>4/12 Region 9 Workshop – Stinson, Carmody, Davis, Craig, Black, Brummel, Lirio and Cray registered</p> <p>WFCA Annual Conf. – Hotel Booked for – Stinson, Craig, Cray, Black, Stewart, Lirio, Murray (1 room still available)</p>
2025 Ready Rebound YTD	<p>**Stats are unchanged from March due to Ready Rebound Website Issue**</p> <p>Year to Date Usage: 8</p> <p># of Wait Days Saved: 23</p> <p>Total OT Savings Estimate: \$12,455</p> <p>Total Cases to MD: 2</p> <p>Total Cases to Imaging: 2</p> <p>Total Cases to Physical Therapy: 4</p> <p>Total Cases to Surgery: 0</p>

	<p>**As a reminder to all members, Ready Rebound isn't only for employees. Family members, Commissioners and retirees all are able to utilize this program.</p>
Upcoming	<p>2025 Elections – Positions up for Election in Nov 2025:</p> <ul style="list-style-type: none"> • Position 1: Current Commissioners, Davis /Carmody. Will reduce down to 1 Commissioner from this District. If more than 2 candidates run, we will be participating in both the 2025 Primary and General Elections. • Position 2: Current Commissioner, Seabrook. <p>The County Elections Coordinator provided the following estimates for election costs: 2025 August Primary: \$30,000 2025 November General: \$15,000 2025 End of Year Indirect Billing: \$18,000</p> <p>As a reminder the 2025 filing period will be May 5-9, 2025</p> <p>EJFR BOARD Following 2025 Election:</p> <p>District 1 (Person elected in 2025) - term expires 12/2031 District 2 (Person elected in 2025) - term expires 12/2031 District 3 Steve Craig - term expires 12/2027 District 4 Geoffrey Masci - term expires 12/2029 District 5 Deborah Stinson - term expires 12/2027</p>
History of Airport Property Acquisition	<p>June 1996 – Gene Seton promised land south of the airport to JC Dist #6 October 1996 – Gene Seton presented a proposal for 15 acres of land instead of the previously agreed upon 3-5 acres. January 1997 – Appraisal on 2 parcels received. Parcel 001-33-1007 \$ 52,500 Parcel 001-33-1015 \$135,000 Initial discussions occurred stating Bruce Seton would purchase the neighboring property for a mobile home park and would do the work to provide an approach/entrance from Highway 19. April 1997 – District 6 now fully owns 15 acres for the cost of \$135,000, Gene Seton donated the parcel worth \$55,500. The neighboring property sale did not go through so the approach/entrance is not on the table any longer. At this same time the District was in the middle of developing and building St. 2. The Board decided to focus on that project alone and they would not have enough money to do anything with the airport property.</p>



Brenda Huntingford
JEFFERSON COUNTY AUDITOR

PO Box 563, Port Townsend WA 98368
(360) 385-9358
bhuntingford@co.jefferson.wa.us

Jessie Graves – Chief Deputy
(360) 385-9115
ggrewell@co.jefferson.wa.us

MEMO

To: Special purpose taxing districts of Jefferson County
Lora De La Portilla, Democratic Party Chair info@jeffcodemocrats.com
Dave Morris, Republican Party Chair info@jeffgop.com
Bruce Cowan, 24th LD Democratic Chair mrbrucecowan@gmail.com
League of Women Voters lwvjeffcowa@gmail.com
From: Quinn Grewell, Election Coordinator (ggrewell@co.jefferson.wa.us 360.385.9117)
Date: April 2, 2025
Subject: 2025 Candidate Filing Period May 5-9, 2025

The 2025 Candidate Filing Period will open Monday, May 5, 2025 at 8:00 a.m. and close Friday, May 9, 2025, at 5:00 p.m. There are three ways a candidate may file, online, by mail, or in person. We strongly encourage candidates to file online, filing online is easy, fast, safe, and secure.

There will be a Lot Draw to determine placement on the ballot at 5:15 p.m. Friday, May 9th in the Auditor's Office; everyone is invited to witness this procedure.

For additional 2025 Candidate Filing resources, information, quick links, forms, and campaign regulations please [click here](#) or visit the Jefferson County Elections "For Candidate Filing" web page (<https://co.jefferson.wa.us/1268/For-Candidate-Filing>).

How to file:

1. Online:

Online filing can be done 24 hours a day beginning at **8:00 a.m.** Monday, May 5, 2025 and ending at **5:00 p.m.** Friday, May 9, 2025.

a. During the availability period use the following link:

<https://voter.votewa.gov/candidatefiling/candidatelogin.aspx>

b. Requirements to file online:

- i. Be registered to vote in the district for which you are filing
- ii. Provide a valid email address
- iii. Filing fees may be paid with Visa, MasterCard, or American Express (if applicable).

2. By Mail:

a. When filing by mail, candidates may send the candidate declaration and filing fee (if applicable) to: Jefferson County Elections, PO Box 563, Port Townsend, WA 98368. Must be in our office by 5:00 p.m., Friday, May 9, 2025.

b. Declaration of Candidacy forms and filing fee information can be found on our website:
<https://co.jefferson.wa.us/1268/For-Candidate-Filing>

3. In Person:

a. When filing in person, please visit us at: The Jefferson County Auditor's Office (Rm 170), 1820 Jefferson Street, Port Townsend WA 98368. Must be in our office by 5:00 p.m., Friday, May 9, 2025.

PROGRAMS/PROJECTS/COMMITTEES

Task	Members (Lead in BOLD)	Supervisor	Scope (Budget, maintain and develop related training, SOP/SOG's)	Related SOGs/SOPs
EMS	Ridgway	Black	STEMI Program, Lifepaks, Ventilators, Gurneys, certifications, Q/A	SOG 5001a, 5002d
EMS Supplies	Welander	Ridgway		
Gurney Maint	Holbrook/Kaldahl	Ridgway		SOG 3003a
Hose, Nozzles & Appliances	Kinney	Clouse		
RIT/TIC	S. Grimm	Clouse		
Special Ops (Rope, Conf)	White, Gregory	Brummel		
PPE	Lueders/Chambers	Clouse		
Ground Ladders	Parker	Fletcher	Maintenance/Testing	
Tools & Rescue Equipment	Secondez	MacDonald		
Preplans/iPads	S. Grimm	Clouse		
SimUShare	Richter/White/ MacDonald	Bergen		
Marine Assets	Dalrymple/S. Grimm/Gregory	Brummel		
Dispatch & Communications	MacDonald/Kauzlarich/ Lueders/Johnson	Brummel	CAD, CrewForce, Radios, Pagers & Apps, Run Cards	
Staffing Management (CrewSense)	MacDonald Fletcher Clouse	Stewart		
Atmospheric Monitors		Brummel		
CISM & Chaplain Program	MacDonald Duke Walker	Black		
Health/Wellness	Gregory/Walker Stewart/Cray	Brummel		
SCBA	B. Grimm/Whiting Pulido	MacDonald		SOG 4008a,b
Oxygen	Wagner	MacDonald		
Apparatus Committee	Fletcher	Black	Maintenance, Specifications, Annual Testing	SOG 3001a, SOG 3002d
EVIP	Clouse	Brummel		SOG 3000a
Facilities and Emergency Preparedness	Carver Fairbanks	Clouse	Furniture, disaster supplies, etc.	
Facilities	Lawson	Clouse	Repairs/Maintenance	SOG 3003c
Agency Asset Inventory	Williams	Macdonald		
Station Security (Keys)	Lawson	Clouse		
Volunteers, FITs	Harte, Dean, Kaldahl, Stewart, Wittenberg	Bergen		
Joint Safety Committee	E. Stewart	Black		
Joint Labor Management Committee	White Morris Black Stewart Cray	BOC		
EJFR Finance Committee	Lirio Black Cray Bergen Fletcher	BOC		All 6000 section SOG's
Joint Policy Committee	MacDonald +1EJFR Stewart	Black		
Fire Investigations	Wittenberg	Black		
Joint Training Advisory Committee (TAC)	Bergen	Brummel	Establish training plans and calendar	
Wildland	Sanders, Kaldahl	Brummel		
Knox Keys	Carver	Wittenberg		
Inspections	Wittenberg	Black		

Date: 3/25/2025

Subject: *Battalion Chief 11 Report*

Prepared By: *Jason MacDonald*

BC 11 Administrative Meetings	<ul style="list-style-type: none">• Daily Shift meetings• Once per tour visit to all stations for crew contact and assistance• HR Stewart regarding responder mental health 2025• HR Stewart Policy Committee 2025• JeffCom User Group Meeting• Meet with Roy Lirio continue to discuss time off 2025
BC 11 911 Responses	<ul style="list-style-type: none">• "A" Shift Responses 128 (As of 3/25)• BC11 responded to 12 incidents in the last month• 1 Commercial Structure Fire (PT Paper Mill)• 1 Vehicle Fire (RV Robbins RD)• 3 MVCs
Continuing Education/ Training	<ul style="list-style-type: none">• A-Shift training 415.5 hours completed (As of 3/25)• EMS connect• Base Station• Ongoing Shift level training and scheduling• MCO drill Night ops/Mayday with Capt Bergen
Administrative duties	<ul style="list-style-type: none">• Shift based training oversight and compliance• Staffing and Callbacks• SOG 2000g draft update• Scheduling 2025• Vacation/Holiday/SL leave accruals/Audits 2025
Planning and ongoing projects	<ul style="list-style-type: none">• Cross staffing and crewforce (Lt. Kauzlarich/MacD)• Response Plans and Station Assignments (Kauz/MacD)• Jeffcom Director Stewart & DC Brummel regarding tablet usage.• Oxygen bottle program update• SCBA Flow testing (B. Grimm)

Program Budgets Update	Program Budget	BARS	Amount	Spent	Remaining
	CrewForce (Kauz)	522 20 41 0200	\$5,000.00	\$0.00	\$5,000.00
	Radios (Kauz)	522 20 42 0102	\$8,200.00	\$0.00	\$8,200.00
	SCBA (B. Grimm)	522 20 31 0300	\$50,500.00	\$892.51	\$49,607.49
	Wildland (Sanders)	522 20 35 0050	\$21,480.00	\$200.82	\$21,279.18
	Small Tools (Secondez)	522 20 35 0100	\$3,000.00	\$0.00	\$3,000.00
	Beds 7/8 (Carver)	522 50 31 0100	\$9,500.00	\$0.00	\$9,500.00

Date: April 4th, 2025

Subject: BC-12 Report

Prepared By: Justin Clouse

BC Administrative Meetings	<ul style="list-style-type: none">• Daily Shift Meetings• At least once per tour visit to each station for crew contact and assistance• Weekly administrative staff meetings• IFSAC Testing meeting• Meetings with facility maintenance tech• CRR Meetings• State IFSAC Technical Advisory Group Meeting
BC 911 Responses	<ul style="list-style-type: none">• Responded to 12 incidents in March.• Established or assumed command of 7 of those incidents.• Ran an ALS call when all medic units were out of district transporting to Silverdale.
Continuing Education/ Training	<ul style="list-style-type: none">• Daily Shift level training• EMS Connect• Base Station• Probationary Manual with 1 New Hire• Acting Lieutenant Manual with 1 prospective Acting LT
Administrative duties	<ul style="list-style-type: none">• Shift based training oversight and compliance• Staffing and callback• Run Shift Training reports• ESO report review• Facility Maintenance program oversight• Budget planning
Planning and ongoing projects	<ul style="list-style-type: none">• Training Committee• IFSAC Testing Technical Advisory Committee• IFSAC testing- Prep for Kitsap Spring academy• IFSAC Test prep for Clallam Pump Academy and EJFR Pump Academy• Facility maintenance planning• Burn Tower Prop Repair• Preparation for Teaching EJFR Pump academy

ESO	<ul style="list-style-type: none"> Nothing new to report.
Personal Protective Equipment	<ul style="list-style-type: none"> New gear is continually coming in, being inventories and issued.
Technical Rescue	<ul style="list-style-type: none"> Bi-annual Confined Space rescue training was a success.
Wellness Program	<ul style="list-style-type: none"> Surveys were sent out to employees to determine the best way to accomplish folks' needs.
Facilities Maintenance	<ul style="list-style-type: none"> Station 1- Locks were installed as part of the security enhancements. Station 2- Training room update in process and locks were installed. Station 3- Move planning and surprising equipment before the move. Station 4- Exterior lighting installed as part of the security enhancements. Station 5- Annex project was put out to bit, auto door closers installed. Station 6- Bi-annual filter changes, diagnose water leak. Station 7- Bi-annual filter changes. Station 8- Outdoor lighting, locks installed. Station 9- Nothing Admin- Bi-annual filter changes.

Program Budget	BARS	Amount	Spent	Remaining
Wellness (Gregory)	522 20 41 0600	\$3,000.00	\$0.00	\$3,000.00
Fitness Program (Gregory)	522 72 41 0601	\$3,000.00	\$0.00	\$3,000.00
Annual Physicals (Gregory)	522 10 41 0160	\$55,000.00	\$0.00	\$55,000.00
Ready Rebound (Kinney)	522 72 41 0601	\$14,000.00	\$0.00	\$14,000.00
Hose (Kinney)	522 20 35 0100	\$25,000.00	\$0.00	\$25,000.00
FF PPE (Lueders)	522 20 20 0609	\$170,000.00	\$0.00	\$170,000.00
Special Ops Rope (White)	522 20 35 0500	\$4,567.00	\$0.00	\$4,567.00
Fire Alarm Panel 1 (Lawson)	594 22 64 0100	\$22,500.00	\$0.00	\$22,500.00
H2O Heaters St 2 & 7	594 22 64 0100	\$36,500.00	\$0.00	\$36,500.00
St 2 Storage Bldg. (Lawson)	594 22 62 0630	\$75,718.00	\$0.00	\$75,718.00

Date: 4/7/25**Subject:** *Battalion Chief 13 Report***Prepared By:** *Justin Fletcher*

BC 13 Administrative Meetings	<ul style="list-style-type: none">• Daily Shift meetings• Visit each station and collaborate with crews at least once per tour• Met with Volunteer Coordinator to discuss volunteer program past, present and future
BC 13 911 Responses	<ul style="list-style-type: none">• Responded to 15 incidents in March- None of any significance
Continuing Education/ Training	<ul style="list-style-type: none">• Shift level training (C Shift completed 747.5 hours of training)• Continued probationary testing for PFF/PM Rudnick• Confined Space Training
Administrative Duties	<ul style="list-style-type: none">• Several apparatus updates see separate report• Callbacks for all staffing needs• Scheduling maintenance, repairs and new apparatus builds• Worked on Capital Improvement Plan regarding apparatus replacement• Worked with Roy on updating insurance coverage for apparatus• Worked three of the five days of hose/ladder/nozzle testing and help make sure process moved smoothly
Shift Programs	<ul style="list-style-type: none">• Nothing to report

Program	Program Manager	Budget	Spent	Remaining
Marine Program	Dalrymple	\$37,620.00	\$2,955.68	\$34,664.32
Apparatus Maintenance	Fletcher	\$264,250.00	\$54,677.97	\$209,572.03
Ladders	Parker	\$3,000.00	\$0.00	\$3,000.00
Volunteer Program	Dean	\$80,420.00	\$0.00	\$80,420.00

BOC Report, MSO

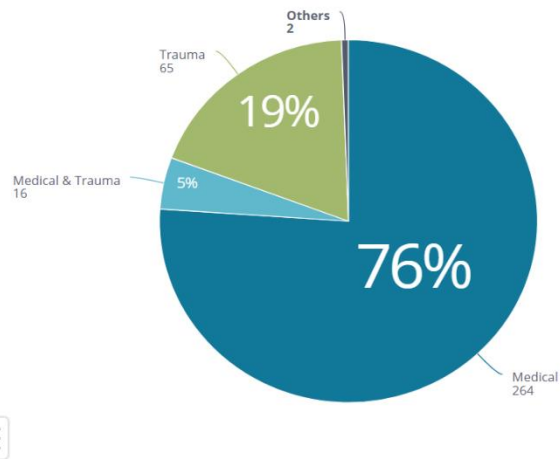
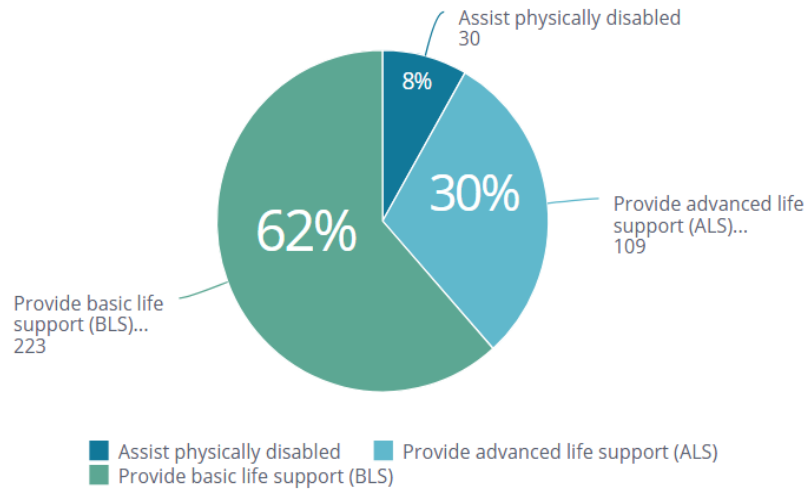
March 2025

Submitted by: Tammy Ridgway

Meetings	<ul style="list-style-type: none">• EMS Council• ILA Meeting D1 and 2• Monthly Meeting with Dr. Carlbom and Chief• Northwest Region EMS Council• Jefferson County EMS Council• Jefferson Health Care• OCH Monthly Meeting• Monthly check in with probationary PMS, LT's, BC and Training Captain regarding progress• Met with VTC Harte and training Captain regarding volunteer needs• Met with DOH regarding leave at home naloxone
Continuing Education/Training	<ul style="list-style-type: none">• Difficult airway course• Base Station• Fireground Operations• Volunteer EMS Drill Medical Patient Assessment• Completed SEI Training and Recertification• Attended 2 leadership training classes
Administrative Duties	<ul style="list-style-type: none">• CPR Class at ACI Boats for 40 people• CPR Class for a local parent group focusing on infant CPR with 14 in attendance• Certification CPR for student at Chimacum High School• Audit of controlled Substances• Code Stat Upgrade• Weekly Supply Check/Ordering• EMS Room maintenance• Developed and Completed Testing for Paramedic Candidate• Volunteered to evaluate EMT class final along with other members of EJFR• Collaborated with Dr Erickson and Dr. Carlbom to receive a donation of a Butterfly IQ (ultrasound)

EMS Calls

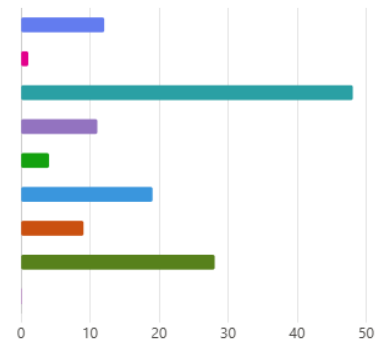
Total Calls 362
Cardiac Arrests 7
STEMI 1



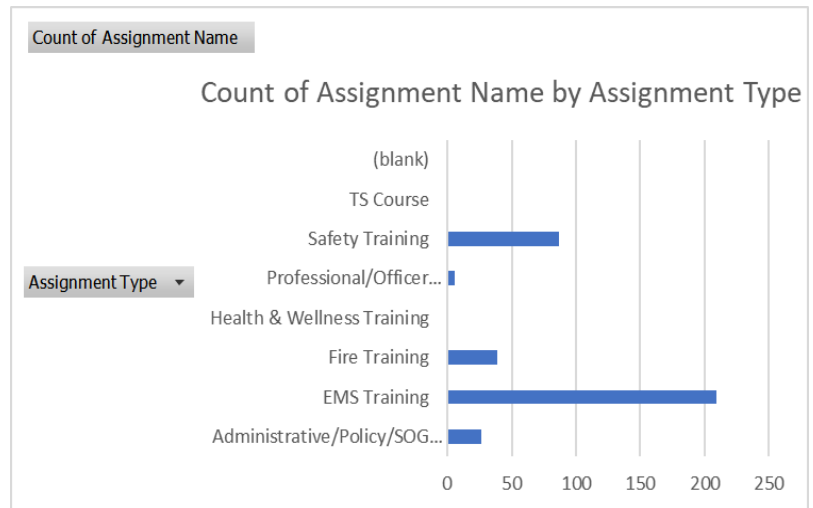
CARES Data for March

8. PRIMARY REASON FOR REFERRAL

MH	12
SUD	1
GENERAL ASSISTANCE	48
HOMELESS	11
FAILURE TO THRIVE	4
MEDICAL	19
FREQUENT FIRE CONTACT	9
FALLS	28
Other	0



Department Wide EMS Training Hours



March 2025

Monthly Naloxone Distribution Survey - Jefferson County EMS Leave Behind

Date Survey Completed

04-02-2025 08:02:20

Community Naloxone Distribution

How many naloxone kits did your program distribute to clients or participants March 2025?

0

How many clients or participants did your program train on overdose response in March 2025?

0

How many clients or participants reported using their last naloxone kit to reverse an overdose in March 2025?

0

Leave at home naloxone

March was a busy CPR teaching and paramedic training month.

Upper right photo is pericardiocentesis training at base station followed by a couple of CPR Classes that were taught.



	BARS	Amount	Spent	Remaining
EMS Supplies	522 72 31 0101	\$80,500.00	\$10,646.39	\$69,853.61
EMS Medications	522 72 31 0151	\$50,000.00	\$7881.91	\$42,118.09
CPR Program	522 74 45 0101	\$4,000.00		\$4,000.00
Training/Conferences	522 74 45 0201	\$14,600.00		\$14,600.00
DOH Training Grant	522 72 35 0251	\$766.00		\$766.00
Required Training	522 74 45 0501	\$12,300.00	\$2,495.00	\$9,805.00
EMS Equipment	522 72 35 0101	\$15,000.00	\$50.56	\$14,949.44



To: Jacob Ewing - Special Projects Coordinator, Association of Washington Cities
From: Tammy Ridgway, Medical Service Officer
Date: April 3, 2025
Subject: March Monthly Report

This month, the CARES Team engaged with 116 individuals in need, including 33 new initial contacts. We provided support to 33 individuals referred by East Jefferson Fire Rescue, received 10 referrals from OCH, and successfully closed 24 cases.

One of our key successes this month has been our continued ability to connect individuals with appropriate resources and bring cases to resolution. As we learn about more available services, we gain valuable opportunities to expand our options and build partnerships that better address the needs of our clients.

We are currently in need of access to patients' medical records within the Epic system through Jefferson Health Care. Access to this information, along with outcome data, would allow us to follow up more effectively on medical needs and collaborate more closely with physicians to provide comprehensive patient care.

On 3/10/2025, the CARES Team received a referral from Olympic Connect at the request of a YMCA case manager. The client is a 48-year-old woman with a 10-year-old son, both with a history of domestic violence. After locating them—first at a hotel, then at an apartment—the CARES Team made in-person contact and learned they were staying with a family friend.

The client shared that previous support from agencies such as Dove House, YMCA, OlyCAP, Bayside Housing, and the LEAD team had not resulted in stable housing. With her consent, the CARES Team coordinated with several of these agencies, including Jefferson Healthcare, YMCA, and the LEAD team.

Within a few days, and in collaboration with the YMCA, the team secured placement for the family in an out-of-county shelter that provides housing, counseling, and mental health support. After confirming availability, the CARES Team transported the client and her son to the facility, where they were warmly received by staff.

Follow-up:

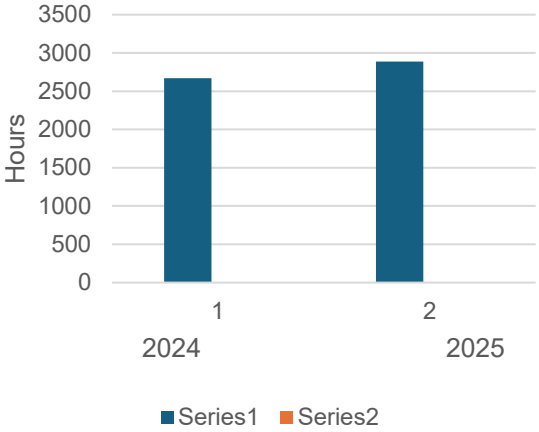
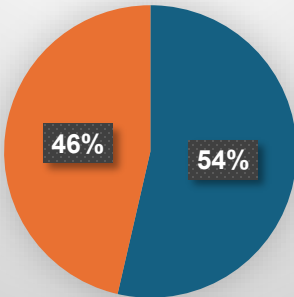
The CARES Team met with the client at a clinic visit today. She reported that both she and her son are doing well—the child is attending school, they are housed and fed, and both are attending medical appointments.

March Training Captain Report

April 2, 2025

Submitted by: Captain Trevor Bergen

Overview Training Hours:	<ul style="list-style-type: none">• WSRB Hours for March: 1192.71 hours• March total training Hours:2339.8 hours• 1st Quarter WSRB Credential hours: 2889.41 Hours• 1st Quarter total Training hours: 5917.62 Hours
Overview:	<ul style="list-style-type: none">• Volunteer Coordinator Started• MCO Night Ops• Quarterly Special Operations Training• Tender Drill• Probationary members• BC Meeting
Volunteer Coordinator	<ul style="list-style-type: none">• New Volunteer Coordinator who spent the month meeting with crews and volunteers on expectations and experiences.• The volunteer coordinator contacted the volunteer applicants.
MCO Night Ops	<ul style="list-style-type: none">• Prepped and conducted MCO Night ops at the Training tower.• 3 shifts and five separate nights conducted Firefighter Mayday scenarios.• Conducted hose deployment evolutions, size ups, ventilation, search and firefighter rescue.
Quarterly Special Operations Training Confined Space Entry	<ul style="list-style-type: none">• 14 of our Technical rescue team members participated in our quarterly SORT drill including the WAC 296-305 required Confined space entry. At the Port Ludlow Lift Station in the Marina.• Included air monitoring, communication equipment, escape bottles, harness's and Rope systems for rescuers.

Probationary Members	<ul style="list-style-type: none"> • Prepped and launched the 2025 2nd quarter credential with over 60 hours per member of courses, activities, MCOs. • Several activities that were built based on training objectives identified from the Night MCO's 												
Tender Drill/Paramedic Testing	<ul style="list-style-type: none"> • BC Clouse conducted a communications and tender drill with the volunteers. • Evaluated the Paramedic test for two candidates and sat on oral board. 												
<p>WSRB Hrs 24 vs 25 1st QTR</p>  <table border="1"> <caption>WSRB Hrs 24 vs 25 1st QTR Data</caption> <thead> <tr> <th>Year</th> <th>Hours (Series1)</th> </tr> </thead> <tbody> <tr> <td>2024</td> <td>~2650</td> </tr> <tr> <td>2025</td> <td>~2850</td> </tr> </tbody> </table>	Year	Hours (Series1)	2024	~2650	2025	~2850	<p>Total 1st qtr Hours</p>  <table border="1"> <caption>Total 1st qtr Hours Distribution</caption> <thead> <tr> <th>Series</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>54%</td> </tr> <tr> <td>2</td> <td>46%</td> </tr> </tbody> </table>	Series	Percentage	1	54%	2	46%
Year	Hours (Series1)												
2024	~2650												
2025	~2850												
Series	Percentage												
1	54%												
2	46%												

Topic	BARS	Amount	Spent	Remaining
2025 Classesandprops Budget.xlsx	522 45 40 0600	\$ 15,331.00		\$ 15,331.00
2025 Classesandprops Budget.xlsx	522 45 35 0100	\$ 4,655.00	28.25	\$ 4,655.00
2025 Classesandprops Budget.xlsx	522 45 49 0200	\$ 1,500.00	75.38	\$ 1,500.00
2025 Conferences and IFSAC Classes.xlsx	522 45 40 0500	\$ 40,000.00		\$ 40,000.00
2025 Subscriptions.xlsx	522 45 49 0100	\$ 1,540.00	\$ 1,125.00	\$ 415.00
2025 Subscriptions.xlsx	522 45 40 0020	\$ 2,750.00	\$2860	\$ 2,750.00
2025 Subscriptions.xlsx	522 20 10 0190	\$ 73,963.00		\$ 73,963.00
2025 Subscriptions.xlsx	522 45 40 0600	\$ 1,950.00		\$ 1,950.00



Overview

- During the March 2024 BOC meeting the board approved the following financing option moving forward with apparatus purchases

Equip. For Financing	Est. Total Cost	Updated Costs as of 10/2024	Estimates as of 1/2025	Est Delivery Date
2 Fire Engines	\$2,285,000	\$2,190,219	\$2,190,219	TBD: will be notified when it goes to the line, 3-4 months after that
Brush Truck	\$175,000	\$210,000	\$210,000	Chassis- Nov '24, Est. Box completion March '25, Delivery in May '25
Ambulance	\$275,000	\$350,000	\$340,000	Feb '26
Ambulance Remount		\$185,000	\$241,470	Mid Aug 2025
Rescue	\$250,000	postponed	n/a	n/a
	\$2,985,000	\$2,935,219	\$2,981,689	

New Apparatus Updates

- Fire Engines
 - Budgeted for \$1,142,500 each for a total of \$2,285,000
 - In May of '24 the BOC approved the final cost of purchase not to exceed \$2,430,707.00
 - After the third attempt we have received a drawing that will meet all of our needs and we feel satisfied with.
 - Overall length increase of 4"
 - Keep current wheel base
 - Increase compartment space
 - Contract has been signed with True North Emergency Equipment for \$2,107,472.00 equaling \$1,053,736.00 per engine before taxes and delivery

expenses. Price is not final and will fluctuate based off changes during build process.

- Pre-construction meeting was completed Aug 26th-29th and the members that flew back to participate included Chief Black, BC Fletcher, LT Kauzlarich, LT Morris, FF Kinney and FF Richter.
- Due to the recent availability of the current generation of motors for the engines we have signed another change order to go with the “L9” motor vs the “X10”. The horsepower and torque outputs are near identical and the savings that will be received are \$80,257.00 per engine or overall savings of \$160,514. A change order was signed on 11/8/24 confirming the price reduction.
- The new work order stated there was still an 800 day expectancy to receive our engines however, the dealer is optimistic that it will be significantly less time.
- Engine committee has completed the needs list for the new apparatus to total approximately \$225,000. This amount has been added to the '25 budget for purchase.
- Ambulance 4x4
 - Budgeted for \$275,000
 - A contract has been signed with Braun Northwest for the build of a 2025 North Star Ambulance through the HGAC buying Co-op for the purchase price of \$301,925.00.
 - On 1/21 PM Wagner and myself went to Braun Northwest and conducted our prebuild meeting for the new ambulance. They advised us at the time that they currently have our ambulance slated to be completed in February of 2026.
- Medium Duty Rescue
 - Budgeted for \$250,000
 - A new preliminary ballpark price provided by Braun Northwest puts the Rescue Build at \$245,000- \$255,000 before taxes
 - The purchase of this vehicle has been postponed due to budgetary constraints
- Brush Truck
 - Budgeted for \$175,000
 - The vision is to build something similar to a DNR spec that increases storage space from what we currently have.
 - Preliminary pricing is estimating the total cost of the vehicle to be closer to \$225,000 which would include the purchase of the chassis, the rear mount on unit, radios, decaling and some new equipment to outfit the rig.
 - A letter of intent was submitted through WA DES for the purchase of a new '24 F-550 crew cab chassis for nearly \$77,000 after tax.
 - The chassis was delivered to the dealer in Longview and was then taken over to Mallory Safety & Supply for them to begin upfitting.
 - We have signed an agreement with GSA for the purchase of a box through Mallory Safety & Supply for up to \$130,931.99.

- **Update-** Wickem Weld has completed the box and Mallory has received delivery they are beginning the upfitting process and moving into installation to the chassis.



- Ambulance Remount (EJ239)

- It was determined during budgetary conversations that we are going to rechassis one of our current ambulances.
- Remounting an ambulance means that we will be taking one of our old ambulances we currently own taking the box off of the current chassis and then putting it onto a new chassis. The box will also be receiving a makeover including new paint and replacing any parts that are worn or damaged. A remount of an ambulance saves a significant amount of money as compared to a new build and also has a build time of only approximately 90 days after the chassis is received. This means that we should be expecting this to be completed by midyear of 2025.
- The ambulance to be remounted is EJ239 which is a 2010 E450 with approximately 200,000 miles on it. It is currently at station 5 and was moved out of the normal ambulance rotation several years ago due to its age and reliability.
- Bruan NW met with us several months ago to look over the ambulance and determine which pieces would be replaced and which pieces would remain the same.

- A proposal has been received from Braun Northwest for \$194,734.00 not including taxes. Additional costs have been added on and approved by the BOC in January's meeting to include radios, decaling, tax and any unforeseen costs incurred by Braun after tearing down the ambulance and assessing need for repairs. The total purchase price is approved at \$241,470. The proposal has been signed and returned which has started our build clock for the remount.
- New chassis agreement paperwork has been signed and submitted which will prompt Braun to order our new chassis.
- **Update-** We are expecting a pre-build meeting within the next month and delivery of the vehicle to Braun by late May for construction for a final completion in Mid August.

Pending Large Apparatus Repairs

- Medic 7 (EJ736)
 - There has been an alarm related to the braking system that has been causing problems with the vehicle not long after PLFR received the vehicle. NKFR has replaced nearly every part of the braking system and can not get the alarm to quit going off. It has been placed out of service until NKFR can find a permanent fix for the issue.
 - NKFR has been advocating for us regarding the ongoing issue related to the brake alarm that started nearly from the original arrival of the unit by PLFR. RWC has acknowledged that the issues are documented since the vehicle was new and is working on covering this repair under warranty. Update and actual costs to follow.
 - As of 3/7 the rig was returned to service and we are hoping that this is the final report
- F Series Ambulances (EJ595/EJ596) **Final Report**
 - We currently have two Ford F450 4x4 ambulances that have reached 100,000 miles that near simultaneously developed the "death wobble" which means that while driving the front axle becomes unbalanced and begins to shake the front of the vehicle violently side to side which is reciprocated in the steering wheel with an extreme violent jerking back and forth.
 - Both vehicles have been placed out of service and a mobile alignment company has been called out to replace various parts of the front end to prevent the issue from occurring again. There is no singular component that has been identified for the issue which is forcing us to replace most of the suspension components

of the front end including the front tires. Repairs will be completed in early March.

- **Update-** Most of the front-end components have been replaced in both vehicles and there have been no additional reports of the “death wobble”

- Engine 2 Spartan (EJ232)
 - The Engine developed a stop engine light which put the vehicle into a depower mode placing it out of service.
 - A field tech from Cummins came out and replaced the DEF filter so the vehicle was drivable but determined that there was another major problem occurring causing the filter to fail.
 - The Engine is currently at Cummins in Sumner and they have determined that the turbo has failed. We are still awaiting a quote for repairs but are estimated to be in the 10-15k dollar range.

- **Good of the Order**
 - Ladder 1 (EJ379) had its annual UL testing completed on the ladder and passed without issue.



Sales and Service

Payment terms are 30 days from invoice date unless otherwise agreed upon in writing. Remit to:
Cummins Sales and Service
PO Box 772639
Detroit, MI 48277-2639

SUMNER WA BRANCH
1800 FRYAR AVE
SUMNER, WA 98390-
(425)235-3400

INVOICE NO
ESTIMATE
TO PAY ONLINE LOGON TO customerpayment.cummins.com

BILL TO

EAST JEFFERSON FIRE RESCUE STA
9193 RHODY DR
CHIMACUM, WA 98325-8801

OWNER

EAST JEFFERSON FIRE RES
9193 RHODY DR
CHIMACUM, WA 98325-8801
AARON SUTHERLAND - 360 385-2626

PAGE 1 OF 5

*** CCARD ***

DATE	CUSTOMER ORDER NO.	DATE IN SERVICE	ENGINE MODEL	PUMP NO.	EQUIPMENT MAKE
08-APR-2025		25-MAR-2025	ISC8.3 CM2250		UNLISTED
CUSTOMER NO.	SHIP VIA	FAIL DATE	ENGINE SERIAL NO.	CPL NO.	EQUIPMENT MODEL
1210841		25-MAR-2025	73351496		FIRE TRUCK
REF. NO.	SALESPERSON	PARTS DISP.	MILEAGE/HOURS	PUMP CODE	UNIT NO.
412455			58779		EJ232

QUANTITY ORDERED	BACK ORDERED	QUANTITY SHIPPED	PART NUMBER	DESCRIPTION	PRODUCT CODE	UNIT PRICE	AMOUNT
------------------	--------------	------------------	-------------	-------------	--------------	------------	--------

OSN/MSN/VIN 457CT2B94CC075359

COMPLAINT **BRING PARTS**
TROUBLESHOOT
UNIT IN DERATE
FC 1922

SITE:
9193 RHODY DR, CHIMACUM, WA 98325

POC:
AARON SUTHERLAND
360-340-6069
JUSTIN FLETCHER
360-461-1120

CAUSE TROUBLESHOOT

CORRECTION SP760
3-26-25

PICKED UP PARTS AT SHOP. TRAVELED TO CUSTOMER SITE. DID JSA. REMOVED
DIFF PRESSURE SENSOR FROM DPF AND BORE SCOPED
IT WAS PLUGGED. PULLED UNIT. DISASSEMBLED BLEW OUT DOC BEST I COULD
REASSEMBLED WITH NEW DPF AND CLAMPS AND GASKETS. PUT UNIT BACK IN
TRUCK. RESET DPF MAINTENANCE. RAN REGEN AND IT CLEARED 1921 AND 2963
BY ITSELF. CLEARED CODES. CLEANED UP AND TRAVELED BACK. DROPPED
CORE OFF AT SHOP.

QU504 04/02

LOCATED UNIT IN SHOP. PERFORMED JSA. CONNECTED TO ECM THROUGH
INSITE AND CREATED IMAGE. NOTED UNIT HAD FCS 2639 AND 3382 BUT UNIT
HAD PREVIOUSLY HAD FC 1922.
STARTED TS 1922

Completion date : 26-Apr-2025 11:36AM. Estimate expires : 24-Apr-2025 11:37AM.

Billing Inquiries? Call (877)480-6970

THERE ARE ADDITIONAL CONTRACT TERMS ON THE REVERSE SIDE OF THIS
DOCUMENT, INCLUDING LIMITATION ON WARRANTIES AND REMEDIES, WHICH ARE
EXPRESSLY INCORPORATED HEREIN AND WHICH PURCHASER ACKNOWLEDGES HAVE
BEEN READ AND FULLY UNDERSTOOD.

AUTHORIZED BY (print name) _____ SIGNATURE _____ DATE _____



Sales and Service

Payment terms are 30 days from invoice date unless otherwise agreed upon in writing. Remit to:
Cummins Sales and Service
PO Box 772639
Detroit, MI 48277-2639

SUMNER WA BRANCH
1800 FRYAR AVE
SUMNER, WA 98390-
(425)235-3400

INVOICE NO
ESTIMATE
TO PAY ONLINE LOGON TO customerpayment.cummins.com

BILL TO

EAST JEFFERSON FIRE RESCUE STA
9193 RHODY DR
CHIMACUM, WA 98325-8801

OWNER

EAST JEFFERSON FIRE RES
9193 RHODY DR
CHIMACUM, WA 98325-8801
AARON SUTHERLAND - 360 385-2626

PAGE 2 OF 5

*** CCARD ***

DATE	CUSTOMER ORDER NO.	DATE IN SERVICE	ENGINE MODEL	PUMP NO.	EQUIPMENT MAKE
08-APR-2025		25-MAR-2025	ISC8.3 CM2250		UNLISTED
CUSTOMER NO.	SHIP VIA	FAIL DATE	ENGINE SERIAL NO.	CPL NO.	EQUIPMENT MODEL
1210841		25-MAR-2025	73351496		FIRE TRUCK
REF. NO.	SALESPERSON	PARTS DISP.	MILEAGE/HOURS	PUMP CODE	UNIT NO.
412455			58779		EJ232

QUANTITY ORDERED	BACK ORDERED	QUANTITY SHIPPED	PART NUMBER	DESCRIPTION	PRODUCT CODE	UNIT PRICE	AMOUNT
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OSN/MSN/VIN 457CT2B94CC075359

CHECKED FCS- FC 3382 QUALIFIES NEED TO TS
CHECKED AIR FILTER RESTRICTION- GOOD
CHECKED EGR DIFF PRESSURE SENSOR PORTS- NO PLUGGING NOTED
CHECKED DPF TUBES- NO PLUGGING
CHECKED DPF DIFF SENSOR VOLTAGE- IN RANGE
CHECKED DPF TEMP SENSORS- GOOD
PREVIOUS TECH REPLACED DPF
PREVIOUS TECH PERFORMED REGEN
CHECKED ECM REVISIONS- UNIT AT LATEST CAL REVISION OF .21

BEGAN TS FC 3382
CHECKED AIR FILTER RESTRICTION
CHECKED FOR LEAKS IN THE AIR INTAKE SYSTEM- NOTED SEVERAL LEAKS. AT
TURBO OUTLET PIPE, CAC HOSE, INTAKE CONNECTION GASKET.
CHECKED EGR COOLER FOR PLUGGING- NOTED OUTLET IS FACE PLUGGED.
RECOMMEND REPLACEMENT

CHECKED FOR BLACK SMOKE- CONSISTENT SMALL TRACES OF BLACK SMOKE.
DRAINED COOLING SYSTEM AND CHECKED TURBO SECTOR SHAFT- NOTED
SHAFTS HAS HIGHER THAN USUAL RESISTANCE WHEN ACTUATED TO ITS
LIMITS. RECOMMEND REPLACEMENT OF TURBO AND ACTUATOR.

A COMBINATION OF AIR INTAKE LEAKS AND TURBO STICKING IS MOST LIKELY
THE CAUSE OF THE EGR AND AFTER TREATMENT SYSTEM PLUGGING.

ALSO NOTED SEVERAL COOLANT LEAKS AROUND CYLINDER HEAD. PRESSURE
TESTED COOLING SYSTEM BUT COULD NOT PRODUCE A LEAK. TOOK PICTURES
OF FREEZE PLUGS THAT ARE LEAKING ON CYLINDER HEAD FOR CUSTOMER TO
REVIEW.

PLACED PARTS LIST TOGETHER AND EMAILED OUT. CLEANED UP WORK ARE
AND TOOLS.

COVERAGE

CUSTOMER BILLABLE

Completion date : 26-Apr-2025 11:36AM. Estimate expires : 24-Apr-2025 11:37AM.

Billing Inquiries? Call (877)480-6970

THERE ARE ADDITIONAL CONTRACT TERMS ON THE REVERSE SIDE OF THIS
DOCUMENT, INCLUDING LIMITATION ON WARRANTIES AND REMEDIES, WHICH ARE
EXPRESSLY INCORPORATED HEREIN AND WHICH PURCHASER ACKNOWLEDGES HAVE
BEEN READ AND FULLY UNDERSTOOD.

AUTHORIZED BY (print name) _____ SIGNATURE _____ DATE _____



Sales and Service

Payment terms are 30 days from invoice date unless otherwise agreed upon in writing. Remit to:
Cummins Sales and Service
PO Box 772639
Detroit, MI 48277-2639

SUMNER WA BRANCH
1800 FRYAR AVE
SUMNER, WA 98390-
(425)235-3400

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PAGE 3 OF 5

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412455			58779		EJ232

QUANTITY ORDERED	BACK ORDERED	QUANTITY SHIPPED	PART NUMBER	DESCRIPTION	PRODUCT CODE	UNIT PRICE	AMOUNT
OSN/MSN/VIN		457CT2B94CC075359					
REMARK		3/25/25 AARON REQUESTS FIELD SERVICE					
SRO		TROUBLESHOOT					
DIAGNOSTIC CHARGE:						0.00	
1	0	2871960	SENSOR,DFN PRESSURE	CECO	226.27	223.78	223.78
1	0	5579355	KIT,PARTICULATE FILTER	MARK / FANUEL CECO	2,663.33	2,634.11	2,634.11
1	0	5566887	KIT,EXH RCN COOLER	MARK / FANUEL CECO	1,817.47	1,797.53	1,797.53
2	0	4932615	4352253RX DRC GASKET,CONNECTION	MARK / JOHN CECO	4.90	4.84	9.68
2	0	4076823	SEAL,RECTANGULAR RING	MARK / JOHN CECO	26.34	26.02	52.04
1	0	5253019	GASKET,EXH GAS RCN VALVE	MARK / JOHN CECO	16.29	16.11	16.11
1	0	4997725	GASKET,CONNECTION	MARK / JOHN CECO	9.86	9.75	9.75
12	0	2413	NON-CHLOR BRAKE CLEANER	MARK / JOHN P1-OTHER	4.67	4.67	56.04
1	0	5458386RX	KIT,TURBOCHARGER	MARK / JOHN DRC	5,797.49	5,731.56	5,731.56
1	0	4955403D	TURBO, HE431Ve	MARK / JOHN CLEAN	945.00	945.00	945.00
-1	0	4955403D	TURBO, HE431VE	MARK / JOHN DIRTY	945.00	945.00	- 945.00
1	0	6379232RX	KIT,TURBOCHARGER ACTUATOR	MARK / JOHN DRC	1,762.02	1,741.98	1,741.98
1	0	2837201D	KIT, ACTUATOR	MARK / JOHN CLEAN	270.00	270.00	270.00
				MARK / JOHN			

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OSN/MSN/VIN		457CT2B94CC075359					
-1	0	2837201D	KIT,TURBO ACTUATOR ISC/IS	DIRTY	270.00	270.00 -	270.00
1	0	FREIGHT	FREIGHT CHRGS MEMPHIS	MARK / JOHN FREIGHT	347.33	347.33	347.33
1	0	FREIGHT	FREIGHT CHRGS PORTLAND	MARK / JOHN FREIGHT	18.69	18.69	18.69
6	0	3945095	PLUG,EXPANSION	MARK / JOHN CECO	7.58	7.50	45.00
1	0	3945093	PLUG,EXPANSION	TYLER / JOHN CECO	5.68	5.61	5.61
1	0	5263672	PLUG,EXPANSION	TYLER / JOHN CECO	9.61	9.52	9.52
1	0	3755843	GASKET,TURBOCHARGER	TYLER / JOHN CECO	31.09	30.74	30.74
1	0	5264570	GASKET,OIL DRAIN	TYLER / JOHN CECO	4.74	4.69	4.69
1	0	5264459	HOSE,PLAIN	TYLER / JOHN CECO	49.97	49.42	49.42
2	0	3412320	CLAMP,HOSE	TYLER / JOHN CECO	13.37	13.23	26.46
6	0	5716035	GASKET,EXHAUST MANIFOLD	TYLER / JOHN CECO	19.46	19.25	115.50
2	0	4932615	GASKET,CONNECTION	TYLER / JOHN CECO	4.90	4.84	9.68
1	0	3104230	GASKET,EXH GAS RCN VALVE	TYLER / JOHN CECO	50.18	49.59	49.59
2	0	CC36077	OAT	TYLER / JOHN FLG	21.04	18.94	37.88
4	0	5263462	NUT,TWELVE POINT	TYLER / JOHN CECO	4.81	4.75	19.00

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OSN/MSN/VIN 457CT2B94CC075359							
1	0	FREIGHT		FREIGHT CHRGS SERVICE	FREIGHT TYLER / JOHN	25.25	25.25
PARTS:							13,066.94
PARTS COVERAGE CREDIT:							0.00CR
TOTAL PARTS:						13,066.94	
SURCHARGE TOTAL:							0.00
LABOR:							9,605.18
LABOR COVERAGE CREDIT:							0.00CR
TOTAL LABOR:						9,605.18	
TRAVEL:							1,078.13
TRAVEL COVERAGE CREDIT:							0.00CR
TOTAL TRAVEL:						1,078.13	
MISC.:							632.00
MISC. COVERAGE CREDIT:							0.00CR
TOTAL MISC.:						632.00	
ROAD MILEAGE							632.00
						LOCAL STATE	659.54
							1,584.85

You saved \$146.95 on your parts.

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SUB TOTAL: 24,382.25

TOTAL TAX: 2,244.39

TOTAL AMOUNT: US \$ 26,626.64

AUTHORIZED BY (print name) _____ SIGNATURE _____ DATE _____

TERMS AND CONDITIONS

These terms and conditions ("Terms and Conditions"), together with the estimate/quote (the "Quote") and/or invoice ("Invoice") attached to these Terms and Conditions, are hereinafter collectively referred to as this "Agreement" and shall constitute the entire agreement between the customer ("Customer") identified on the Quote and/or Invoice and Cummins Inc. ("Cummins") and supersede any previous representation, statements, agreements or understanding (oral or written) between the parties with respect to the subject matter of this Agreement. Customer shall be deemed to have made an unqualified acceptance of these Terms and Conditions represents that by its signing of this Agreement that the signer represents that he or she is duly authorized to enter into this Agreement. Further, Customer authorizes, if applicable, the performance of services and labor on Customer's vehicle and/or equipment as provided. This shall become a binding agreement between the parties on the earliest of the following to occur: (i) Cummins' receipt of Customer's purchase order or purchase order number; (ii) Customer's signing or acknowledgment of this Agreement; (iii) Cummins' release of Products to production pursuant to Customer's oral or written instruction or direction; (iv) Customer's payment of any amounts due to Cummins; or (v) any other event constituting acceptance under applicable law. No prior inconsistent course of dealing, course of performance, or usage of trade, if any, constitutes a waiver of, or serves to explain or interpret, the Terms and Conditions set forth in this Agreement.

Electronic transactions between Customer and Cummins will be solely governed by the Terms and Conditions of this Agreement, and any terms and conditions on Customer's website, vendor portal, or other internet site will be null and void and of no legal effect on Cummins. In the event Customer delivers, references, incorporates by reference, or produces any purchase order or document, vendor portal terms, specifications, agreement (whether upstream or otherwise), or any terms and conditions related thereto, then such specifications, terms, document, or other agreement: (i) shall be null and void and of no legal effect on Cummins; and (ii) this Agreement shall remain the governing terms of the transaction.

1. **SCOPE OF SERVICES; PERFORMANCE OF SERVICES.** Cummins shall supply part(s) and/or component(s) and/or engine(s) and/or generator set(s) ("Goods") and/or perform the maintenance, troubleshooting, diagnostic testing, and/or repair ("Service(s)") on the equipment identified in the Quote and/or Invoice ("Equipment"), if applicable, in accordance with the specifications in the Quote and/or Invoice. Unless otherwise agreed by the Parties in writing: (i) no additional services or goods are included in this Agreement; and (ii) this Quote is valid for a maximum period of thirty (30) days from the date appearing on the first page of this Quote ("Quote Validation Period"). At the end of the Quote Validation Period, this Quote will automatically expire unless accepted by Customer prior to the end of the Quote Validation Period. The foregoing notwithstanding, in no event shall this Quote Validation Period be deemed or otherwise considered to be a firm offer period nor to establish an option contract, and Cummins hereby reserves its right to revoke or amend this Quote at any time prior to Customer's acceptance.

2. **CUSTOMER OBLIGATIONS.** If necessary, Customer shall provide Cummins safe and free access to Customer's site and arrange for all related services and utilities necessary for Cummins to safely and freely perform the Services. During the performance of the Services, Customer shall fully and completely secure all or any part of any facility where the Equipment is located to remove and mitigate any and all safety issues and risks, including but not limited to injury to facility occupants, customers, invitees, or any third party and/or property damage or work interruption arising out of the Services. If applicable, Customer shall make all necessary arrangements to address and mitigate the consequences of any electrical service interruption which might impact the Services. Customer is responsible for obtaining the Equipment in accordance with the owner's manual for the Equipment.

3. **INVOICING AND PAYMENT.** Unless otherwise agreed to by the parties in writing and subject to credit approval by Cummins, payments are due thirty (30) days from the date of Invoice. If Customer does not have approved credit with Cummins, as solely determined by Cummins, payments are due in advance or at the time of supply of the Goods and/or Services.

If payment is not received when due, in addition to any rights Cummins may have at law, Cummins may charge Customer eighteen percent (18%) interest annually on late payments, or the maximum amount allowed by law. Customer agrees to pay all Cummins' costs and expenses (including all reasonable attorneys' fees) related to Cummins' enforcement and collection of unpaid invoices, or any other enforcement of this Agreement by Cummins. If Customer fails to make any payments to Cummins when due and payable, and such failure continues for more than sixty (60) days from the date of the invoice, or less if required by applicable law, then Cummins may, at Cummins' sole discretion and without prejudice to any other rights or remedies, either (i) terminate this Agreement; or (ii) suspend its Services and/or suspend delivery of any undelivered Goods or parts in Cummins' possession until payment for unpaid invoices is received. In the event that Cummins suspends its performance of Services due to Customer's breach or non-payment, then Cummins shall be entitled to an equitable extension of its delivery dates and/or schedule of Services for a period of time equal to the suspension period, plus a reasonable ramp up period and all costs (including default interest) caused by such suspension shall be assumed by Customer. Any dispute or claim Customer may have with or against Cummins' invoice, regarding the scope, quality or amount charged for any parts or services provided to Customer, must be asserted in writing and noticed pursuant to these Terms and Conditions within thirty (30) days of the date of the invoice, or shall be waived by the Customer.

4. **TAXES; EXEMPTIONS.** The Invoice includes all applicable local, state, or federal sales and/or use or similar taxes which Cummins is required by applicable laws to collect from Customer under this Agreement. Customer must provide a valid tax exemption certificate or direct payment certificate prior to shipment of the Goods or performance of the Services, or such taxes will be included in the Invoice.

5. **DELIVERY, TITLE AND RISK OF LOSS.** Unless otherwise agreed in writing by the parties, any Goods supplied under this Agreement shall be delivered FOB Origin, freight prepaid to the first destination. If agreed, any charges for third party freight are subject to adjustment to reflect any change in price at time of shipment. Unless otherwise agreed to, packaging method, shipping documents and manner, route and carrier and delivery shall be as Cummins deems appropriate. All shipments are made within normal business hours, Monday through Friday. Unless otherwise agreed in writing by the parties, title and risk of loss for any Goods sold under this Agreement shall pass to Customer upon delivery of Goods by Cummins to freight carrier or to Customer at pickup at Cummins' facility. The purchase of Goods or the performance of Services on Equipment, Customer-owned motor vehicle, or any other personal property, is a 'take or pay' obligation on the part of the Customer, such that Customer is absolutely and irrevocably required to accept and pay for the Goods, or any Services performed on Equipment, Customer-owned motor vehicle, or any other personal property, if delivery or pick-up of Goods, Equipment, Customer-owned motor vehicle, or any other personal property, is delayed, deferred, or refused by Customer beyond thirty (30) days from the agreed upon delivery date or the date of completion of Services.

In the event Customer fails to pick-up Equipment, Customer-owned motor vehicle, or any other personal property, or fails to take any or all shipments of Goods ordered hereunder within thirty (30) days of the agreed upon delivery date, Cummins shall invoice the Customer and, upon Cummins' sole discretion, Cummins may either: (i) deliver the Goods or Equipment to the location indicated on Customer's purchase order (regardless of whether Customer elected to pick up the Goods or Equipment at Cummins' facility or otherwise indicated an alternate delivery method), and Customer shall assume all associated delivery costs incurred by Cummins, or (ii) charge storage fees for the additional inventory holding period, the additional inventory holding period not to exceed sixty (60) days from the agreed upon delivery date or the date of completion of Services, unless otherwise agreed by Cummins in writing or required by law. A storage fee of twenty-five dollars (\$25.00) per day or one and one-half percent (1.5%) per month of the invoiced amount, whichever is greater, shall be assessed for any Goods, Equipment, Customer-owned motor vehicle, or any other personal property, whose delivery or pick-up is delayed, deferred, or refused by Customer beyond thirty (30) days from the agreed upon delivery date or the date of completion of Services.

Unless otherwise agreed by Cummins in writing, in the event delivery or pick-up of Goods, Equipment, Customer-owned motor vehicle, or any other personal property, are delayed, deferred, or refused by Customer beyond sixty (60) days from the agreed upon delivery or pick-up date, or date of completion of Services, then Cummins has the right, in its sole discretion, to: (i) tow, remove, or otherwise dispose of the unclaimed Goods, Equipment, Customer-owned motor vehicle, or any other personal property, in accordance with applicable abandonment laws, and/or (ii) make the Goods, Equipment, Customer-owned motor vehicle, or any other personal property, available for auction or sale to other customers or to the public, or (iii) otherwise use, destroy, or recycle the Goods, Equipment, Customer-owned motor vehicle, or any other personal property, at Customer's sole cost and expense, and without any liability to Cummins.

6. **DELAYS.** Any delivery, shipping, installation, or performance dates indicated in this Agreement are estimated and not guaranteed. Further, delivery time is subject to confirmation at time of order. Cummins shall not be liable to Customer or any third party for any loss, damage, or expense suffered by Customer or third party due to any delay in delivery, shipping, installation, or performance, however occasioned, including any delays in performance that result directly or indirectly from acts of God, terrorism, sabotage, late delivery by Cummins' suppliers, fuel or other energy shortages, or an inability to obtain necessary labor, materials, supplies, equipment or manufacturing facilities. AS A RESULT OF COVID-19 RELATED EFFECTS OR INDUSTRY SUPPLY CHAIN DISRUPTIONS, TEMPORARY DELAYS IN DELIVERY, LABOR OR SERVICES FROM CUMMINS AND ITS SUB-SUPPLIERS OR SUBCONTRACTORS MAY OCCUR. AMONG OTHER FACTORS, CUMMINS DELIVERY OBLIGATIONS ARE SUBJECT TO CORRECT AND PUNCTUAL SUPPLY FROM OUR SUB-SUPPLIERS OR SUBCONTRACTORS. AND CUMMINS RESERVES THE RIGHT TO MAKE PARTIAL DELIVERIES OR MODIFY ITS LABOR OR SERVICE. WHILE CUMMINS SHALL MAKE EVERY COMMERCIALY REASONABLE EFFORT TO MEET THE DELIVERY, SERVICE OR COMPLETION OBLIGATIONS SET FORTH HEREIN, SUCH DATES ARE SUBJECT TO CHANGE. IN THE EVENT DELIVERY, SHIPPING, INSTALLATION, OR PERFORMANCE IS DELAYED, HOWEVER OCCASIONED, DUE TO EVENTS BEYOND CUMMINS' REASONABLE CONTROL, THEN THE DATE OF DELIVERY, SHIPPING, INSTALLATION, OR PERFORMANCE FOR THE GOODS OR SERVICES SHALL BE EQUITABLY EXTENDED FOR A PERIOD EQUAL TO THE TIME LOST, PLUS REASONABLE RAMP-UP.

7. LIMITED WARRANTIES.

New Goods: New Goods purchased or supplied under this Agreement are governed by the express written manufacturers' warranty. No other warranty for Goods supplied under this Agreement is provided under this Agreement. Cummins Exchange Components, Other Exchange Components, and Recon: Cummins will administer the Cummins exchange component warranty and the warranties of other manufacturers' exchange components or Recon Components which are supplied by Cummins. In the event of defects in such items, only manufacturers' warranties will apply. HHP Exchange Engine: HHP Exchange Engines remanufactured by Cummins under this Agreement are governed by the express Cummins' written warranty. No other warranty for HHP exchange Engines supplied under this Agreement is provided under this Agreement.

General Service Work: All Services shall be free from defects in workmanship (i) for power generation equipment (including engines in such equipment), for a period of ninety (90) days after completion of Services or 500 hours of operation, whichever occurs first; or (ii) for engines, for a period of ninety (90) days after completion of Services, 25,000 miles or 900 hours of operation, whichever occurs first. In the event of a warrantable defect in workmanship of Services supplied under this Agreement ("Warrantable Defect"), Cummins' obligation shall be solely limited to correcting the Warrantable Defect. Cummins shall correct the Warrantable Defect where (i) such Warrantable Defect becomes apparent to Customer during the warranty period; (ii) Cummins receives written notice of the Warrantable Defect within thirty (30) days following discovery by Customer; and (iii) Cummins has determined that there is a Warrantable Defect. Warrantable Defects remedied under this provision shall be subject to the remaining warranty period of the original warranty of the Services. New Goods supplied during the remedy of Warrantable Defects are warranted for the balance of the warranty period still available from the original warranty of such Goods. Used Goods: Used Goods are sold "as is, where is" unless exception is made in writing between Cummins and Customer. Customer agrees to inspect all used Goods before completing the purchase.

THE REMEDIES PROVIDED IN THE LIMITED WARRANTIES AND THIS AGREEMENT ARE THE SOLE AND EXCLUSIVE WARRANTIES AND REMEDIES PROVIDED BY CUMMINS TO THE CUSTOMER UNDER THIS AGREEMENT. EXCEPT AS SET OUT IN THE WARRANTY AND THIS AGREEMENT, AND TO THE EXTENT PERMITTED BY LAW, CUMMINS EXPRESSLY DISCLAIMS ALL OTHER REPRESENTATIONS, WARRANTIES, ENDORSEMENTS, AND CONDITIONS OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ANY STATUTORY OR COMMON LAW IMPLIED REPRESENTATIONS, WARRANTIES AND CONDITIONS OF FITNESS FOR A PURPOSE OR MERCHANTABILITY.

8. **INDEMNIFICATION.** Customer shall indemnify, defend and hold harmless Cummins from and against any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, brought against or incurred by Cummins related to or arising out of this Agreement or the Services and/or Goods supplied under this Agreement (collectively, the "Claims"), where such Claims were caused or contributed, in whole or in part, by the acts, omissions, fault or negligence of the Customer. Customer shall present any Claims covered by this indemnity, including any tenders for defense and indemnity by Cummins to its insurance carrier unless Cummins directs that the defense will be handled by Cummins' legal counsel at Customer's expense.

9. **LIMITATION OF LIABILITY.** NOTWITHSTANDING ANY OTHER TERM OF THIS AGREEMENT, IN NO EVENT SHALL CUMMINS, ITS OFFICERS, DIRECTORS, EMPLOYEES, OR AGENTS BE LIABLE TO CUSTOMER OR ANY THIRD PARTY FOR ANY INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE, LIQUIDATED, OR CONSEQUENTIAL DAMAGES OF ANY KIND (INCLUDING WITHOUT LIMITATION DOWNTIME, LOSS OF PROFIT OR REVENUE, LOSS OF DATA, LOSS OF OPPORTUNITY, DAMAGE TO GOODWILL, ENHANCED DAMAGES, MONETARY REQUESTS RELATING TO RECALL EXPENSES AND REPAIRS TO PROPERTY, AND/OR DAMAGES CAUSED BY DELAY), OR IN ANY WAY RELATED TO OR ARISING FROM CUMMINS' SUPPLY OF GOODS OR SERVICES UNDER THIS AGREEMENT. IN NO EVENT SHALL CUMMINS' LIABILITY TO CUSTOMER OR ANY THIRD PARTY CLAIMING DIRECTLY THROUGH CUSTOMER OR ON CUSTOMER'S BEHALF UNDER THIS AGREEMENT EXCEED THE TOTAL COST OF GOODS AND SERVICES SUPPLIED BY CUMMINS UNDER THIS AGREEMENT GIVING RISE TO THE CLAIM. BY ACCEPTANCE OF THIS AGREEMENT, CUSTOMER ACKNOWLEDGES CUSTOMER'S SOLE REMEDY AGAINST CUMMINS FOR ANY LOSS SHALL BE THE REMEDY PROVIDED HEREIN.

10. **GOVERNING LAW AND JURISDICTION.** This Agreement and all matters arising hereunder shall be governed by and construed in accordance with the laws of the State of Indiana without giving effect to any choice or conflict of law provision. The parties agree that the court of the State of Indiana shall have exclusive jurisdiction to settle any dispute or claim arising in connection with this Agreement.

11. **ASSIGNMENT.** This Agreement is binding on the parties and their successors and assigns. Customer shall not assign this Agreement without the prior written consent of Cummins.

12. **CANCELLATION; TERMINATION.** Orders placed with and accepted by Cummins may not be cancelled except with Cummins' prior written consent. Cummins may charge Customer a cancellation charge in accordance with current Cummins policy which is available upon request, in addition to the actual, non-recoverable costs incurred by Cummins. Cummins may terminate this Agreement, in whole or in part, for cause if the Customer breaches its obligations under this Agreement, and such breach is not cured within fifteen (15) days after written notice to Customer, or such longer time that Cummins may specify in its notice. Cummins may, at any time, terminate this Agreement for convenience upon thirty (30) days' written notice to Customer. If the Customer defaults by (i) breaching any term of this Agreement, (ii) becoming insolvent or declared bankrupt, or (iii) making an assignment for the benefit of creditors, Cummins may, upon written notice to Customer, immediately terminate this Agreement. Upon such termination for default, Cummins shall immediately cease any further performance under this Agreement, without further obligation or liability to Customer, and Customer shall pay Cummins for any Goods or Services supplied under this Agreement, in accordance with the payment terms detailed in this Agreement.

If a notice of termination for default has been issued and is later determined, for any reason, that the Customer was not in default, the rights and obligations of the parties shall treat the termination as a termination for convenience.

13. **REFUNDS; CREDITS.** Goods ordered and delivered by Cummins under this Agreement are not returnable unless agreed to by Cummins. Cummins may, at its sole discretion, agree to accept Goods for return and provide credit where Goods are in new and saleable condition and presented with a copy of the original invoice. Credits for returns will be subject to up to a 15% handling/restocking charge and are limited to eligible items purchased from Cummins.

14. **INTELLECTUAL PROPERTY.** Any intellectual property rights created by either party, whether independently or jointly, in the course of the performance of this Agreement or otherwise related to Cummins pre-existing intellectual property or subject matter related thereto, shall be Cummins' property. Customer agrees to assign, and does hereby assign, all right, title, and interest to such intellectual property to Cummins. Any Cummins pre-existing intellectual property shall remain Cummins' property. Nothing in this Agreement shall be deemed to have given Customer a license or any other rights to use any of the intellectual property rights of Cummins.

15. **COMPLIANCE WITH LAWS.** Customer shall comply with all laws applicable to its activities under this Agreement, including without limitation, all applicable national, provincial, and local export, anti-bribery, environmental, health, and safety laws and regulations in effect. Customer acknowledges that the Goods, and any related technology that are sold or otherwise provided hereunder may be subject to export and other trade controls restricting the sale, export, re-export and/or transfer, directly or indirectly, of such Goods or technology to certain countries or parties, including, but not limited to, licensing requirements under applicable laws and regulations of the United States, the United Kingdom and other jurisdictions. It is the intention of Cummins to comply with these laws, rules, and regulations. Any other provision of this Agreement to the contrary notwithstanding, Customer shall comply with all such applicable laws relating to the cross-border movement of goods or technology, and all related orders in effect from time to time, and equivalent measures. Customer shall accept full responsibility for any and all civil or criminal liabilities and costs arising from any breaches of those laws and regulations and will defend, indemnify, and hold Cummins harmless from and against any and all fines, penalties, claim, damages, liabilities, judgments, costs, fees, and expenses incurred by Cummins or its affiliates as a result of Customer's breach.

16. **CONFIDENTIALITY.** Each party shall keep confidential any information received from the other that is not generally known to the public and at the time of disclosure, would reasonably be understood by the receiving party to be proprietary or confidential, whether disclosed in oral, written, visual, electronic, or other form, and which the receiving party (or agents) learns in connection with this Agreement including, but not limited to: (a) business plans, strategies, sales, projects and analyses; (b) financial information, pricing, and fee structures; (c) business processes, methods, and models; (d) employee and supplier information; (e) specifications; and (f) the terms and conditions of this Agreement. Each party shall take necessary steps to ensure compliance with this provision by its employees and agents.

17. **PRICING.** To the extent allowed by law, actual prices invoiced to Customer may vary from the price quoted at the time of order placement, as the same will be adjusted for prices prevailing on the date of shipment ("Shipment Date") or, in the case of Services, the date of performance ("Performance Date"), due to economic and market conditions on the Shipment Date or Performance Date, whichever is applicable. Subject to local laws, Cummins reserves the right to adjust pricing on goods and services due to input cost (including without limitation, raw materials, fabrication components, direct or indirect materials, packaging materials, overhead, etc.) and labor cost changes and/or other unforeseen circumstances beyond Cummins' control.

18. **MISCELLANEOUS.** All notices, including but not limited to disputes of invoices or otherwise, under this Agreement shall be in writing and be delivered personally, mailed via first class certified or registered mail, or sent by a nationally recognized express courier service to the addresses set forth in the Quote and/or Invoice. No amendment of this Agreement shall be valid unless it is writing and signed by the parties hereto. Failure of either party to require performance by the other party of any provision hereof shall in no way affect the right to require such performance at any time thereafter or the enforceability of the Agreement generally, nor shall the waiver by a party of a breach of any of the provisions hereof constitute a waiver of any succeeding breach. Any provision of this Agreement that is invalid or unenforceable shall not affect the validity or enforceability of the remaining terms hereof. The Parties' rights, remedies, and obligations under this Agreement, which by their nature are intended to continue beyond the termination or cancellation of this Agreement including but not limited to the Section 9, Limitation of Liability provision contained herein, shall survive the expiration, termination, or cancellation of this Agreement. These terms are exclusive and constitute the entire agreement. Customer acknowledges that the provisions were freely negotiated and bargained for and Customer has agreed to purchase of the Goods and/or Services pursuant to these terms and conditions. Acceptance of this Agreement is expressly conditioned on Customer's assent to all such terms and conditions. Neither party has relied on any statement, representation, agreement, understanding, or promise made by the other except as expressly set out in this Agreement. Headings or other subdivisions of this Agreement are inserted for convenience of reference and shall not limit or affect the legal construction of any provision hereof.

19. To the extent applicable, this contractor and subcontractor shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability. The employee notice requirements set forth in 29 CFR Part 471, Appendix A to Subpart A, are hereby incorporated by reference into this contract.



DIRECTOR'S REPORT

March 27, 2025

❖ Projects:

- **ESINet connections** for 911 calls remain more vulnerable to fiber outages than our own network connections, and the proposed use of Starlink as a tertiary connection is still pending.
- **Policies and procedures:**
 - ◆ Revised Communications Supervisor job description is a project for the upcoming weeks, and second quarter of 2025 is potentially when we would advertise the promotional opportunity for a second supervisor.
 - ◆ Several SOPs were drastically improved with the help of the User Group, including covering watch-based fall detection and personal health monitoring.
- **Telecommunicator Certification:** The state approved certification of existing and new-hire telecommunicators. Staff have completed multiple training courses in the state's new platform for online continuing education. We are still awaiting an answer from the state board about the future fill-in use of law-enforcement officers in telecommunications since dual certification of them for occasional purposes would be overly burdensome.
- **Tower leasing:** IT staff continue negotiating with NOAA for the possible relocation of a weather radio transmitter system to our shelter and tower at Maynard, are also in discussions with Day Wireless regarding possible addition of a private radio system to another tower and have suggested a third tower for AT&T Wireless use. Jeffcom's leasing contractor has completed multiyear negotiations with Verizon on a major update to their existing lease, which is proposed for adopted by the board today.
- **Strategic plan:** Statewide E911 strategic plan is nearing completion and will provide a significant source of guidance for our own plan, particularly regarding future interagency technology deployment but also in areas of staff health and wellness and career development.



- **Continuity of Operations Plan** will no longer be required to be submitted to the state E911 office this June and can instead be developed as an expected task in the strategic plan.

❖ **Budgetary Items:**

- **Recruiting:** We have continued low-key advertising and occasional interviews and have applicants awaiting offers but have paused further hiring steps to provide a short break to training officers who have been engaged in new-hire training nearly continuously for a couple of years.
- **Current staffing** remains ten full-time, non-trainee communications staff including one supervisor.
- **CAD maintenance credit** discussed previously will be applied to our 2025 invoices from Tyler. Payment of our Tyler invoice and pass-through billing of specific line items to agencies will begin after Tyler furnishes revised statement of the credit and to which invoices it has been applied.

❖ **Health, Safety and Quality of Life:**

- February communications-staff overtime was 249.25 hours (January's was 155.5; December's 183.5; November's 239) among the nine full-time, non-trainee employees on staff these months. The increase was due to coverage of vacation and sick leave and multiday training.
- Found Therapy Services continued sit-in appointments with all shifts this month. Working toward a day of offsite, elective private appointments for staff in cooperation with other agencies.

❖ **External Relationships:**

- **User Group March 18**
 - ◆ Attended by every law and fire agency
 - ◆ Approved updates to portions of approximately 15 Jeffcom SOPs based on discussions over previous months
 - ◆ Debriefed Jeffcom-related portions of recent major fires in Jefferson and Clallam Counties and the problematic differences between Jefferson and Clallam fire units and response plans during intercounty mutual aid and move-up coverage
 - ◆ JCSO administrative staff have been working hard on improvements to workflows with their office to lessen administrative burdens that had shifted in part to Jeffcom over the years
- **SECO Advisory Committee and Policy Subcommittee March 19-20**
 - ◆ Policy subcommittee working on revisions to 2013-era caps on state support and basic operations funding
 - ◆ AC voted to remove the contractual requirement for COOP submittal

- ◆ AC expressed broad interest in addressing through policy or legislation the continued growth in devices that automatically dial 911
- ◆ AC and Policy both expressed continued support for frequent, multiday, in-person meetings

❖ CFS and Call Data: January 1 through March 21, 2025

• Fire/EMS calls by agency

Agency	CFS count YTD	CFS count LYTD
EJFR	1219	1247
QFR	115	142
BFD	134	117
DBVFR	23	33
Total	1491	1539

• Law Enforcement calls by agency

Agency	CFS count YTD	CFS count LYTD
JCSO	3149	2726
PTPD	1877	1814
Total	5026	4540

• 911 Call Pick-up Time (including test calls and redialing abandoned calls)

Pick-up Time	Call count YTD	Cum. % YTD	Standard
0-10 sec	3354	99.50	n/a
11-15 sec	11	99.82	90%
16-20 sec	3	99.91	95%
21-40 sec	3	100.00	n/a
41-60 sec	0	100.00	n/a
61-120 sec	0	100.00	n/a
120+ sec	0	100.00	n/a
Total	3371		

• 911 Call Averages

Metric	YTD Average
Ring time	3.01 sec
Hold time	0.62 sec
Talk time	110.45 sec

• Non-911 Calls

Metric	YTD
Number of outgoing calls	1615
Number of incoming calls	3749
0-10 sec pick-up time	99.15%
Average ring time	3.38 Sec
Average hold time	3.10 sec
Average talk time	105.47 sec

Goals	Short-term Action Steps	Lead	Key Milestones & Deliverables	Notes
Initiative 1. Ensure our service levels and community expectations align with our fiscal resources.				
1.1	<div>Refine and update our fiscal processes to ensure our fiscal resilience.</div> <div><div><div>Establish an internal budget committee.</div><div>Update financial-related policies and procedures.</div><div>Empower program managers to run their projects with greater autonomy while ensuring they follow financial practices.</div></div></div>	FC/Finance Director	<div><div>Internal Budget Committee Established summer/2022</div><div>Credit Card and Procurement Policy/SOG update March 2023</div><div>Establish financial forecast template</div><div>Program workbooks establish March 2023</div></div>	<div><div>Adopt related SOGs for permanence.</div><div>Updated 3/2023</div><div>Implemented 3/2023</div><div>2024 workbooks posted on sharepoint</div><div>New Finance Director has started updating our SOP/SOG's Fall 2024.</div><div>Program managers are being mentored by Finance Director. Fall 2024</div><div>1/2025 Tanya and Roy are meeting will program managers to help them with purchasing and budget management for their programs. Getting great feedback.</div></div>

Goals		Short-term Action Steps	Lead	Key Milestones & Deliverables	Notes
1.2	Seize opportunities to make more efficient use of existing resources.	■ Use software to optimize our resource inventory, including operations and maintenance, as well as repairs.	■ Emily	■ Sharepoint Spring/Summer Fall 2023	■ Migration to Sharepoint began 12/23
		■ Integrate software for resource management. CHECK-IT to be implemented for inventory and repair tracking	■ Lead -Wes Lueders Plus Pete/Tanya/Terri	■ TEAMS implementation has started. 2024	■ Business/HR Manager Stewart continues to focus on training staff to be more efficient and increase communication.
		■ Maintain a strong culture of resource stewardship.	■ Tanya/Terri	■ Check-it has been procured U.I. is being loaded with current inventory. ■ Update capital replacement procedures and restore appropriate funding	■ Finalizing database, presentation by Brummel 12/24 ■ Finance Director tasked and program managers are updating. Fall/winter 2024 ■ Roy is working with Fleet and Facilities Managers to establish capital replacement planning documents. 3/25 ■ Vacating Station 3 in Cape George has begun.

Goals	Short-term Action Steps	Lead	Key Milestones & Deliverables	Notes
1.3 Build community support for revenue opportunities and provide robust ongoing public communications.	<ul style="list-style-type: none"> ▪ Benchmark funding levels with comparable agencies. ▪ Set reasonable goals identified in our Community Risk Assessment (CRA) and community surveys. ▪ Start Community Service Specialist (CSS) work with existing personnel. ▪ Review and refine our community messaging and positions. ▪ Keep website and social media updated and look for opportunities to expand our social media presence. 	<ul style="list-style-type: none"> ▪ FC and Staff 	<ul style="list-style-type: none"> ▪ Update comparable analysis and maintain data ▪ Establish response standards, charter and policy statement ▪ AFG FP&S grant for CRS ▪ Expand efforts to reach out to various stakeholder groups such as DEM, NPREP, etc. ▪ Website update is in development. ▪ Quarterly Newsletter is in development. 	<ul style="list-style-type: none"> ▪ In progress ▪ In progress ▪ Completed 5/2023 ▪ Denied 12/23 ▪ 4/11/24 CARES, SAFER, AFG, FPS grants have been submitted, almost \$3 million. ▪ Updating DEM & Jeffcom procedures 12/23 ▪ 5/2024 EJFR created two new positions, CRM and CRA. ▪ 5/2024 CARES received \$202,000 from the AWC. ▪ Applied to OCH for 2025 CARES \$. ▪ Applied to 10th of 1% for 2025-2026 CARES \$ ▪ Messaging has been assigned to CRR where they will develop template for quarterly newsletter.

Goals		Short-term Action Steps	Lead	Key Milestones & Deliverables	Notes
1.4	Continue to strengthen our relationship with our partners with a focus on aligning expectations and updating agreements.	<ul style="list-style-type: none"> Meet with Jefferson County and the City of Port Townsend to clarify roles and responsibilities. Adapt our charter and Interlocal Agreements to meet the needs of the community and partners. 	<ul style="list-style-type: none"> FC 	<ul style="list-style-type: none"> Update City & County ILAs Clarify and refine EJFR's roles and responsibilities 	<ul style="list-style-type: none"> In progress, Fall/Winter 2023. City ILA expires 12/23 City ILA fee structure extended to July 24, is again being extended to initiate further collaboration. 4/11/24 Fire Prevention Services ILA will only include the City at this time. Final Draft approved by The City 6/2024 Met with Ft. Worden for post-PLA transition and update EJFR Fees. CARES received \$265K for 2025. AFG 2025 just opened. Staff proposing two vehicles. Negotiations underway with Fort Worden SP for ILA. 3/25. Staff support for the airport master plan.

Goals		Short-term Action Steps	Lead	Key Milestones & Deliverables	Notes
Initiative 2. Strengthen our core emergency response services.					
2.1	Adopt deployment performance goals as District.	<ul style="list-style-type: none"> Establish performance goals as required RCW Title 52. Clarify our service model and standards district-wide for EMS and fire service, establishing density triggers or other criteria for applying urban/suburban standards vs. rural standards of service. 	FC/Admin	<ul style="list-style-type: none"> Adopted minimum staffing January 2023 Establish other performance goals per Title 52 	<ul style="list-style-type: none"> Completed 1/2023 Completed 5/2023 5/2024 implemented alternate ALS response plan. 10/24 Updating districtwide response plans. Cross-staffing implemented December 2024.
2.2	Reduce call processing and crew turnout times to more closely align with best-practice goals.	<ul style="list-style-type: none"> Establish realistic standards and monthly reporting. Use training and technology to facilitate compliance. 	FC & Staff	<ul style="list-style-type: none"> Increase capability and capacity for staff to generate reports. 	<ul style="list-style-type: none"> In progress Jeffcom CAD configuration updated 6/2024 improves the analytics. 10/24 Updated dispatch tones, improving call processing times. Cross-staffing complete, Fall of 2024. CAD is being configured for push button response. 3/25

Goals		Short-term Action Steps	Lead	Key Milestones & Deliverables	Notes
2.3	Increase daily staffing to improve response performance and crew safety.	<ul style="list-style-type: none"> Establish minimum staffing as required RCW Title 52 to include ALS/BLS. Optimize crew resource management and adapt our response plans to right size our response and increase our unit-hour utilization. <ul style="list-style-type: none"> Evaluate the advantages of a peak demand model and/or alternate shift schedule. 	FC & Staff	<ul style="list-style-type: none"> Adopt policy in compliance with Title 52 Update Response Plans and Run Cards 	<ul style="list-style-type: none"> Completed 5/2023 ALS response proposed 2/2024 4/1/24 New ALS response plan initiated. 10/24 3 extra PM's are finishing training, increasing PM workforce.
2.4	Prioritize and implement resources to provide the best return to our customers.	<ul style="list-style-type: none"> Maintain our Washington State Rating Board score in Fall 2022. Enhance related data capture. Identify substandard metrics, such as number of engines, volunteers, etc. Establish Training Officer position to enhance proficiencies and support professional development. 	Brummel	<ul style="list-style-type: none"> Complete amended WSRB Rating DONE! 	<ul style="list-style-type: none"> WSRB rating complete, to be published in 12/2024. PT score will improve. 2025 Training Plan is being finalized.

Goals		Short-term Action Steps	Lead	Key Milestones & Deliverables	Notes
2.5	Maintain EJFR's high EMS standards and return of spontaneous circulation rate.	<ul style="list-style-type: none"> Work with established groups to formalize long-standing efforts, including: <ul style="list-style-type: none"> Community outreach and health promotion. Participate in local and regional committees to advance funding for alternative EMS services. Continue to leverage evolving best practices to enhance patient outcomes including CVA outcomes, cardiac recovery rates, etc. Maintain a strong culture of continuous improvement. 	MSO	<ul style="list-style-type: none"> Re-ignite the CPR program Recruitment of new CPR instructors is underway Update Patient Care Procedures (PCP) and response procedures. 	<ul style="list-style-type: none"> Initiated and growing MSO is working on several new and expanded efforts for layperson CPR. 2/2024 EMS bylaws update complete 8/24 Working with partner agencies for potential MIH. Fall 2024. New Video Laryngoscopes and ultrasound. 3/25. Butterfly ultrasound donated by a local doctor, 4/25.
2.6	Address immediate and long-term facility needs.	<ul style="list-style-type: none"> Develop an interim facilities plan describing how we would invest levy funds beginning in 2024. This plan should address: <ul style="list-style-type: none"> Future uses/development of the undeveloped Jefferson County Airport parcels. Disposition of Harrison Street residence. Sold 11/2023 District Training, Fleet Maintenance, EOC and Dispatch facilities. Stations 12, 13 and 14 improvements or relocation. Station 15 improvements. Initiate planning to develop the Jefferson County International Airport site to prospectively include administrative offices and a fire station with an engine, EMS and Aircraft Rescue and Fire Fighting resources. 	FC	<ul style="list-style-type: none"> Spring 2023, establish facility work group, prioritizing station improvements, facility development, locations and possible property disposal 	<ul style="list-style-type: none"> Hiring of Facility Tec DONE 7/1/2024 Facilities analysis in progress.

Goals		Short-term Action Steps	Lead	Key Milestones & Deliverables	Notes
Initiative 3. Provide additional services to increase community health and well-being.					
3.1	Increase our self-reliance and address unique regional risks by making strategic investments in special rescue teams	<ul style="list-style-type: none"> Increase trained responders to ensure we meet District-set minimum capability standards in identified risk groups. 	<ul style="list-style-type: none"> DFC Brummel 	<ul style="list-style-type: none"> Proposed for 2024 Budget 	<ul style="list-style-type: none"> Two EJFR members have started Medic 1 One additional EJFR member to start Boston program spring of 2025. Implemented per diem PM program. Third PM student start the Boston Program 4/25 Spring 2025 PM testing underway.
3.2	Expand our fire prevention program to reduce risks to fire fighters and community members	<ul style="list-style-type: none"> Prioritize crew visits to low frequency/high risk facilities. Initiate reengagement with the community for life/safety inspections. 	<ul style="list-style-type: none"> CRM Wittenberg CRM Wittenberg 	<ul style="list-style-type: none"> Resetting interagency roles Inspections were restarted in January 2023. Implemented interim fire prevention service contract with the City. 	<ul style="list-style-type: none"> CRM and CRA hired 5/2024

Goals		Short-term Action Steps	Lead	Key Milestones & Deliverables	Notes
3.3	Partner with our community to prevent and respond to increasing wildland fire risks	<ul style="list-style-type: none"> Continue to engage Jefferson County and the City of Port Townsend in establishing best practices and safety messaging to the community. Education may include topics such as Firewise landscaping and preplanning for evacuation. Support county-wide efforts to establish a Community Wildfire Protection Plan (CWPP). Improve our wildfire competencies among the workforce. 	<ul style="list-style-type: none"> FC 	<ul style="list-style-type: none"> Develop content and format for community messaging Messaging at Famer's Markets and other public outreach Collaborate with County/City partners and establish CWPP 	<ul style="list-style-type: none"> 4/1/24 CWPP is DONE! 10/24 CWPP project tracking has begun. Working with DEM for evacuation plan implementation, 1/25. This has stalled a bit, but in progress. Community Wildfire Defense Grant in final development with other county partners >\$2,000,000. DNR Ready Neighbors grant continues to grow.
3.4	Collaborate with regional partners to establish a robust community risk reduction program	<ul style="list-style-type: none"> Continue to apply community risk reduction principles in every call, every interaction with members of the public. Communicate the benefits of a robust community risk reduction program to community members in advance of the proposed 2023 levy increase. 	<ul style="list-style-type: none"> FC/CRM 	<ul style="list-style-type: none"> Pursue grant funding for CRS position Prepare Levy Initiative Working with EJFR Prevention to retool towards CRR initiatives Expand and initiate programs targeted in our CRA. Updating JC CEMP 	<ul style="list-style-type: none"> Grant submitted Completed 2023 and 2024 CRR committee established 12/24 4/11/24 EJFR Admin reorg, CRM recruitment underway. New support FTE (Erin). New smoke detector install program started in summer 2024.

Goals		Short-term Action Steps	Lead	Key Milestones & Deliverables	Notes
3.5	Collaborate with regional partners to establish a robust mobile integrated healthcare program	<ul style="list-style-type: none">Continue to seek funding opportunities and explore interest among key partners, including Jefferson County Public Health, Jefferson Healthcare and others.	<ul style="list-style-type: none">FC	<ul style="list-style-type: none">Pursue grants for continued CARES fundingCultivating input from various stakeholdersWe are supporting a grant proposal from BHC to analyze frequent callers and CARES impact.	<p>Completed 2/2023</p> <ul style="list-style-type: none">In progressAWC CARES grant funded \$202K for 2024/25CARES received \$265K for 2025.1/2025 implementing Olympic Connect user interface for CARES. Case migration underway.Connect2 UI is live and being used by CARES.
Initiative 4. Enhance our workforce resilience and development.					
4.1	Update EJFR's workforce practices identifying industry best practices that enhance the safety, health and wellness of our workforce	<ul style="list-style-type: none">Provide training for members of the Health and Safety Committee to include relevant standards, practices and legal mandates.Instill the 16 Life Safety Initiatives (LSI) into the organization as relevant.	<ul style="list-style-type: none">DFC Brummel	<ul style="list-style-type: none">Seek funding and grants	<ul style="list-style-type: none">In progress

Goals		Short-term Action Steps	Lead	Key Milestones & Deliverables	Notes
4.2	Establish the culture and resources necessary to support the mental and physical health and wellness of our team	<ul style="list-style-type: none"> Establish a workgroup to recommend new and updated Standard Operating Procedures/Standard Operating Guidelines. Establish benchmark awareness training for all members. Continue to make incremental improvements in our fitness facilities. Broaden workforce participation in fitness/wellness practices. 	<ul style="list-style-type: none"> BC MacDonald Brummel 	<ul style="list-style-type: none"> Broaden annual medical evals and injury recovery 	<ul style="list-style-type: none"> 4/11/24 Ready Rebound Vitality assessments are complete. HealthForce medical assessments provided to all members 5/2024 New contractor secured for CISM and MH services, Fall 2024. Training scheduled for 2/2025.
4.3	Formalize and strengthen professional development and career track processes	<ul style="list-style-type: none"> Begin planning for medium-term efforts. 	<ul style="list-style-type: none"> DFC Brummel & Training Officer 	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Training Captain implemented 1/2024 No more PIC's. All stations are NFPA 1021 compliant. 3/25
4.4	Ensure recruitment efforts align with the needs of the organization	<ul style="list-style-type: none"> Identify current and future retention and recruitment needs of the organization. Establish staffing and recruitment plans. 	<ul style="list-style-type: none"> E1 	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> 2/2024 Establishing PM eligibility list. 4/11/24 Three new PM FTE's offered employment. Lt. promotional exam, January 2025.



EAST JEFFERSON FIRE RESCUE

Bret Black Fire Chief • bblack@ejfr.org
24 Seton Rd • Port Townsend WA 98368
360.385.2626 • ejfr.org

To: EJFR Personnel

From: Bret Black

Date: March 19, 2025

Subject: Uniforms and PPE – Updated Directive

On 7/17/2023 I issued the following memo regarding Uniforms, PPE and avoiding unnecessary exposure:

1. *Use of class B uniform shirts containing Nomex or other hazardous compounds shall be minimized for formal public appearances such as public education, ceremonies, etc. **ONLY.***
2. *Some of our members have class B shirts without concerning compounds. Members with class B shirts that do not have Nomex or hazardous compounds are still required to wear their badge shirts in compliance with District policies and related SOG's.*
3. *Please take a look at your t-shirts and replace them if they are faded or shabby ASAP. PLFR shirts, uniforms and patches are no longer acceptable. Please stop by Administration to procure new uniforms. The Battalion Chiefs shall ensure EJFR members have presentable t-shirts.*
4. *If you have a Nomex uniform on order, please be patient. EJFR is reviewing other materials for uniforms.*

As of April 30, 2025 the above directive shall no longer be in effect. Please review the updated SOG 2000d and resume wearing your EJFR Class B button up shirt as part of your daily uniform. You have the option to wear Nomex or you may purchase an alternative fabric that is NFPA 1975 compliant. Please do not mix and match nomex with non-nomex.

It is worth mentioning a list of prudent practices intended to minimize exposure to your family members. These mitigations are suggested to be followed throughout your career.

- If you had a fire on shift or wore your turnouts during your shift, shower before you get in your car and go home.
- Do not launder your uniforms at home. Wash them at work.
- Keep a separate inventory of undergarments for work and keep them at work so they do not mix with your household laundry.
- If you travel to another station, try not to put your PPE in the passenger compartment of your personal vehicle. If you do not have another option, contact your BC for a large plastic bag.

Thank you for your patience and dedication to our community.

Serving the Communities of

Port Townsend Port Hadlock Chimacum Irondale Kala Point Cape George Marrowstone Island
Paradise Bay Shine Bridgehaven Mats Mats Swansonville Port Ludlow Beaver Valley South Point



EAST JEFFERSON FIRE RESCUE

Standard Operating Guidelines (SOG)

Number: 2000d

Uniform Standards

SECTION 1.0 PURPOSE

To identify the formal dress, standard work, and any alternate work uniforms of EJFR.

SECTION 2.0 SCOPE

This standard will apply to all career and volunteer personnel of the fire department. Personnel in uniform are the symbol of the Fire Department. It shall be the policy of East Jefferson Fire Rescue that all personnel shall have a neat clean standard of appearance. Uniforms shall comply with the specifications prescribed herein.

SECTION 3.0 UNIFORM CLASS DEFINITIONS AND EXEMPTIONS

- 3.1 In order to establish a uniform dress for the department, the following dress code shall identify the three classifications of uniforms and their definitions.
 - Class A Uniform – Shall imply formal dress.
 - Class B Uniform – Shall imply standard work uniform.
 - Class C Uniform – Shall imply secondary work uniform.
- 3.2 Chief Officers and Administrative personnel may, at times, be assigned duties or have other assignments that the wearing of the customary service uniform would not be deemed appropriate. These personnel shall use common sense and decorum when wearing apparel other than the service uniform. Casual business attire is expected when not wearing the service uniform.
- 3.3 Department personnel responding to incidents while not on regular duty shall be exempt from this guideline. Any personnel assigned to tasks at the scene of an incident shall not be exempt from Personal Protective Clothing standards.
- 3.4 Official Department Uniforms shall not be worn in any unofficial capacity without prior approval from the Fire Chief.

SECTION 4.0 CLASS A UNIFORM – CHIEF OFFICER / FIREFIGHTER/ EMT

- 4.1 Uniform Coat – Black double-breasted, navy style
Chief Officer - Gold fire department buttons
Company Officer, Firefighter / EMT – Silver fire department buttons
- 4.2 Pants – Black same material as uniform coat.
- 4.3 Shirt – White long sleeved shirt with Department patches.
- 4.4 Hat

Chief Officer – Midway Bell Crown Cap with Mohair Band & Expansion Strap with black visor, white top and white border around base of hat. Front hat badge indicative of rank. Shall meet badge criteria in section 7.0. Gold chinstrap.

Company Officer – Midway Bell Crown Cap with Mohair Band & Expansion Strap with black visor, black border around the base of hat. Front hat badge indicative of rank. Shall meet badge criteria in section 7.0. Silver chinstrap.

FF / EMT – Midway Bell Crown Cap with Mohair Band & Expansion Strap with black visor, black border around the base of hat. Front hat badge indicative of rank. Shall meet badge criteria in section 7.0. Black chinstrap.

4.5 Collar Insignia

Chief Officers – 5/8in diameter with red backing and gold rank insignia or caduceus

Company Officer, Paramedics – 5/8in diameter with caduceus insignia.

4.6 Department Patch – To be worn centrally located on both sleeves of the uniform coat. Paramedics may substitute department paramedic patches. The top of the patch is to be ¾ inch below the shoulder seam.

4.7 Sleeve Markings – The Class A uniform coat shall have sleeve markings indicative of rank on both sleeves – encircling the whole sleeve. Bottom of first stripe to be 2 ½ inches, beginning from cuff. Stripes shall be gold and ½ inch, and have ¼ inch separation between stripes.

Chief of Department	(5) Gold Stripes
Deputy Chief	(4) Gold Stripes
Assistant Chief	(3) Gold Stripes
Battalion Chief	(2) Gold Stripes
Captain	(2) Silver Stripes
Lieutenant	(1) Silver Stripe
Firefighter	(1) Blue Stripe

4.8 Service Markings – Each service marking shall represent five years of active service and shall be the same color as the sleeve markings. Markings shall be in a row horizontally and be ½ inch above the stripes. Markings are to be worn on the left sleeve of the uniform coat only

4.9 Name Tag – To be worn on white uniform shirt, centered over the right side of chest. 1/2" same metal color as badge. All lettering shall be red, identifying the name and rank under name.

4.10 Tie – Black in color. Tie clip is optional but shall match rank color

4.11 Badge – Metal badge, shall meet badge criteria to follow. To be worn on left breast in badge holder of uniform coat and on shirt

4.12 Belt – Black in color 1 -1 1/2 inches wide. Optional gold Buckle for Chief Officers

4.13 Shoes – Black in color, plain toe dress style

SECTION 5.0 CLASS B UNIFORM

5.1 Chief Officers:

Pants – Shall be dark navy blue or black, constructed of wool or flame resistive material. Other fabric blends are acceptable for Executive Chief Officer's not assigned combat duties.

Shirt – Shall be white or dark navy blue, or black long or short sleeved, with epaulets and badge holder on left breast and should be constructed of poly cotton blend.

Collar Insignias – Chief and company officers to wear insignia indicative of their rank on shirt collar. Collar insignias shall be 5/8-inch diameter with red backing or caduceus.

5.2 All other Suppression Personnel

Pants – Shall be dark navy blue, constructed of materials that meet the minimum standards described in NFPA 1975.

Shirt – Shall be dark navy blue, short or long sleeved, with epaulets and badge holder on left breast and shall be constructed of materials that meet the minimum standards described in NFPA 1975.

Department approved sweatshirt or job shirt – navy blue. Department insignia on left breast, and back embroidered or patch style construction nametag worn on right breast. Paramedics may use the Medic logo and Medic One back for T-shirts. Other logos, patches etc. require fire chief approval.

5.3 All Non-Suppression Personnel

Depending on the activity, non-suppression personnel may choose to wear EJFR-logo wear or a uniform consisting of the following;

Pants – Shall be dark navy blue

Shirt - Shall be dark navy blue

EJFR-logo wear may consist of EJFR branded T-shirts, sweatshirts, job shirts, jackets, hats, vests, polo shirts, etc.

5.4 MISC – Class B

Shoulder Patches – Department patch to be centrally located on both sleeves of shirt. Top of patch placed ¾ inch below the shoulder seam. Certified Paramedics may substitute department paramedic patch. The 150th Anniversary patch may also be substituted for either classification.

Badge – Shall meet badge criteria in this guideline. To be worn on left breast of coat and/or shirt.

Name Tag – To be worn on shirt. To be centered over the right side of breast just above pocket of shirt. Nametag will be patch style construction, 1 inch in height. All personnel shall display rank and last name. Abbreviations and colors as follows:

- Chief Officers – Gold metal name tag.
- Suppression / Non Suppression – Dark navy background with white lettering and border.
- Deputy Chief or D/C – Deputy Chief
- Asst Chief or A/C – Assistant Chief
- Battalion Chief or B/C – Battalion Chief
- CPT – Captain
- LT – Lieutenants
- FF/PM – Firefighter Paramedic
- FF/EMT – Firefighter Emergency Medical Technician

Accommodations may be made for persons with longer names.

Belt – Black in color, minimum width 1 inch, maximum width 1 ½ inch.

Shoes – Black in color shall meet the standard per position as described in WAC 296-24.

Heavy Weather Coat – Current department specifications are the Blauer Crosstech. Certified to NFPA 1999 (2008 edition) for EMS requirements and personal protective equipment (PPE). Reflective striping should be placed on coat to cause visibility of coat during night conditions identifying “Fire / Rescue” on back. Shoulder patches as above, badge holder as above and name tag as above.

Light Duty (Windbreaker) Coat – Approved black or navy tight knit blended fabric with or without zipper pockets. Embroidered Department insignia on left breast, embroidered or patch style construction nametag worn on right breast.

SECTION 6.0 CLASS C UNIFORMS - ALTERNATE WORK UNIFORM

- 6.1** Class C Uniforms are not intended to replace the Class B uniform. Class C uniforms are intended to provide alternative uniform options for District functions.
- 6.2 Collared Shirts** – white/tan/grey/black/navy shirt with department logo above left breast. May be worn in place of Class B shirts for non-suppression functions such as: public education events, classroom/didactic training, conferences, fire inspections, along with other District functions as approved by the fire chief. Personnel assigned to administration and day shift may wear collared shirts in lieu of the Class B uniform.
- 6.3 T-shirts** – Must be 100 percent cotton material with Department insignia on left breast and back, dark navy blue in color. Paramedics may use the Medic logo and Medic One back for T-shirts. Class C Uniforms may be worn during warm days as class B when temperatures exceed 70 degrees, during exercise or on drill field under PPE at company officer discretion. T shirts shall not be worn during public demonstrations, public education sessions, fire inspections, EMS / fire standby or any other pre-arranged official Department function.
- 6.3** The Fire Chief reserves the right to direct uniform standards based on unforeseen circumstances.

SECTION 7.0 BADGE CRITERIA

- 7.1** Badges shall be worn on the left breast of the Class A uniform coat, Class B uniform coat and shirt; Badges must be placed in badge holder. Badges shall have the rank or position placed on the top of badge face. Badge color, insignia indicative of rank or position shall meet the standards as described in this section.
- 7.2** Chief Officers – Shall be gold metal, with a red center backing. Shall have the following bugles indicative of rank located in the badge center.
Fire Chief (5) Gold Crossed Bugles
Deputy Chief (4) Gold Crossed Bugles
Assistant Chief (3) Gold Crossed Bugles
Battalion Chief (2) Gold Crossed Bugles
- 7.3** Officers – Shall be silver metal body, gold letter backing, black letters with red center backing and Shall have the following bugles indicative of rank located in the badge center.
Captain (2) Silver Parallel Bugles
Lieutenant (1) Silver Bugle
- 7.4** Line Personnel – Shall be silver metal, with a silver center backing and shall have the following insignia indicative of their position located in the badge center.
Firefighter Silver Scramble
Firefighter/PM Silver Caduceus

SECTION 8.0 INITIAL ISSUE OF UNIFORM

- 8.1** Volunteers – Upon approval Volunteers will be issued the following:
- 1-uniform shirt
 - 1-uniform pant
 - 1-Job shirt
 - 1-Belt
 - 1-Pair work / duty boots with steel toe and shank
 - 1-Navy T-Shirt

- 1-Coat
- 1-Knit hat
- 1-Baseball hat

8.2 Firefighter-in-Training (FIT) Volunteer - Upon approval FIT's will be issued the following:

- 2-uniform shirts
- 2-uniform pants
- 1-Belt
- 1-Pair work / duty boots with steel toe and shank
- 2-Navy T-Shirts
- 1-Job Shirt
- 1-Coat
- 1-Knit hat
- 1-Baseball hat

8.3 Upon hire as a full time employee the following clothing items will be provided in addition to PPE: Clothing items provided by the district to full time employees (FTE) will be maintained by the employee through the application of an employee clothing allowance provided by the district.

- 3-uniform shirts
- 3-uniform pants
- 1-Belt
- 1-Pair work / duty boots with steel toe and shank
- 3-Navy T-Shirts
- 1-All weather duty coat as described in this guideline
- 2-Badges with appropriate rank
- 1-Job Shirt

8.4 Approved uniform articles which may be purchased using employee clothing allowance:

- Uniform shirts with appropriate name tags and collar brass
- Uniform Pants
- Job Shirt or sweatshirt
- Black work boots with steel toe and shank, low or high top combat style
- Black Corfam oxford class A dress shoe
- Black work socks
- Approved uniform tee shirts for class C use or exercise with department logo
- Exercise shoes 1 time in any given year
- Heavy weather or light duty jacket
- Black Belts maximum 1 1/2 inches wide
- Approved exercise shorts with department logo
- Approved Ball cap or stocking cap with department logo
- Approved fleece vest with department logo
- Pocket style knife
- Fire helmet light
- Other items as approved by the Chief of the Department*

*As items are approved they shall be listed [here](#)

SECTION 9.0 PURCHASING UNIFORM ARTICLES

Employees purchasing uniform articles;

- Will order from an approved supplier.

- If using a department account, only place orders for yourself using your employee ID# which will be the last four digits of your Social Security number. A purchase order is not needed.
- You may pay for your clothing and return receipts for reimbursement only if you have not been issued a District credit card and there is no District account available.
- Employees who exceed their clothing allowance shall have the amount exceeded deducted from their pay via payroll deduction or may reimburse by direct payment.
- Resident and Volunteer personnel will submit request for uniform clothing through the office for approval by the Chief or their designee.

EFFECTIVE DATE: Updated

REPLACES: Policy 210

10/25/2010 Revised 2/6/15 & 12/8/15, 5/2/17

FIRE CHIEF:

Bret Black

JEFFERSON COUNTY FIRE PROTECTION DISTRICT No. 1
RESOLUTION NO. 25-05

DECLARING PROPERTY SURPLUS TO THE NEEDS OF THE DISTRICT AND
AUTHORIZING THE DISPOSAL OF SURPLUS PROPERTY

WHEREAS, the Board of Commissioners, meeting in regular session, having before it the need to consider declaring certain equipment as surplus within Jefferson County Fire Protection District No. 1, and

WHEREAS, East Jefferson Fire Rescue owns the equipment listed on the attached Exhibit A and,

WHEREAS, the District no longer has a need for the Equipment and the Equipment is surplus to the needs of the District and,

WHEREAS, the fire hose has failed annual hose testing and is of no use to the District,

WHEREAS, the Falken tires are beyond their 7 year service life per NFPA standards and,

WHEREAS, the miscellaneous equipment is past it's useful life and has no value to the District and,

WHEREAS, the District may sell, transfer, exchange, lease or otherwise dispose of the property to the state or any municipality or any political subdivision thereof, or the federal government, on such terms and conditions as may be mutually agreed upon by the parties or to any private party by any commercially reasonable means, and

NOW, THEREFORE, BE IT RESOLVED, by approval of Jefferson County Fire Protection District No. 1 Board of Commissioners that the District owned equipment listed in Exhibit A, be declared surplus to the needs of the District and hereby authorizes the Fire Chief to dispose of the Equipment through industry standards and properly accounted for.

Approved this 15th day of April, 2025.

Deborah Stinson, Chair

David Seabrook, Vice-Chair

Geoff Masci, Commissioner

Steve Craig, Commissioner

Ed Davis, Commissioner

Gene Carmody, Commissioner

ATTEST:

Tanya Cray, District Secretary

Exhibit A

SURPLUS HOSE				
QTY	Item Description			Hose Test Status
3	50' OF 2.5" ATTACK			FAILED
5	50' OF 1.75" ATTACK			FAILED
2	100' OF 1" WILDLAND			FAILED
3	100' OF 1.5" WILDLAND			FAILED
2	4" PONY SECTION			
Misc Equipment				
1	Honda GX120 4.0Hp Fan - TriPod Frame			
TIRES				
4	Set of 4 Rear Drivers - Falken, Model B1850 Size 11r22.5			

2025 Upcoming Events

Group	Event	Date
2025		
March		
EJFR	Connectivity Summit	3/7,3/8,3/9
April		
BOC/Admin	WFCA Spring Series -Suquamish	4/5/2025
EJFR	Farmer's Market - Wildfire Ready Neighbors	4/5/2025
BOC/Admin	Region 9 - Central Mason	4/12/2025
EJFR	Volunteer Appreciation Day	4/26/2025
EJFR	Kitchen Tour - Marrowstone	4/26/2025
May		
EJFR	Pancake Breakfast	5/3/2025
EJFR	Farmer's Market - Wildfire Preparedness Day	5/3/2025
EJFR	Rhody Fest	5/14-5/18
June		
BOC/Admin	WFCA Spring Series - Lake Chelan	6/7/2025
EJFR	Farmer's Market - Fire Extinguishers	6/7/2025
EJFR	All County Preparedness Day	Tent: 6/28/25
July		
EJFR	Farmer's Market - Poison Control	7/12/2025
EJFR	Farmer's Market - Sidewalk CPR	7/26/2025
August		
EJFR	Jefferson County Fair	8/8-8/10
EJFR	Farmer's Market - Addressing/Emergency Access	8/2/2025
September		
EJFR	Farmer's Market - Sidewalk CPR	9/13/2025
October		
EJFR	Farmer's Market - Fire Prevention Week	10/4/2025
BOC/Admin	WFCA Annual Conference	10/22-10/25
November		
EJFR	Farmer's Market - Cooking/Kitchen Fire	11/8/2025
December		
EJFR	Farmer's Market - Heating Safety	12/6/2025