



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

October 21, 2025

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

PLEDGE OF ALLEGIANCE

1. Agenda Changes –

2. Consent Agenda

- A. Approve Minutes from August 19, 2025 Regular Board Meeting TAB 2A

Vouchers

- Approve General Fire expenditure warrants dated September 12, 2025, September 24, 2025, October 1, 2025, and October 2, 2025, totaling **\$526,127.38**.
- Approve EMS expenditure warrants dated September 12, 2025, September 24, 2025, and October 1, 2025, totaling **\$14,079.68**.
- Approve payroll expenditure warrants dated September 18, 2025, October 2, 2025, totaling **\$850,985.56**.

3. Correspondence –

TAB 3

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

5. Presentations – Introduction of nine (9) new Volunteers

Black/Brummel – Darkhorse vs. Current Reporting *TAB Coming soon*

6. Announcements and Acknowledgements

A. EJFR Media Spotlight –

TAB 6A

B. Other Acknowledgments/Announcements

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 (YFSI Presentation)
Battalion Chiefs

8. Committee/Workgroup Reports

- A. Budget Committee - *Budget Workshop to be Scheduled.*
- B. Data Group - *Did not meet*
- C. Community Risk Reduction
- D. Apparatus Committee
- E. Facilities Committee – *Did not meet*

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. SP Implementation Tool

TAB 12A

13. New Business

- A. Resolution 25-11 Declaring Surplus District Equipment

TAB 13A

Executive Session Pursuant to RCW 42.30.140 4(b) relating to collective bargaining issues and negotiations.

Executive Session Pursuant to RCW 42.30.110(l)(g) to review the performance of an employee.

14. Upcoming Topics/Events

TAB 14

- WFCA Annual Conference
- Implementation of SharePoint
- Drug Free Workplace SOG update

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 September 16, 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, Gene Carmody and Steve Craig.

Admin Staff: Deputy Chief Brummel, HR Manager Stewart, MSO Ridgway, CRM Wittenberg, Finance Manager Roy Lirio and District Secretary Cray.

1. AGENDA CHANGES – The HR presentation will be bumped until HR Manager Stewart is able to log in virtually. Item D added to New Business to Consider the Stryker Contract Addition.

2. CONSENT AGENDA

- Approve Minutes from August 19, 2025, Regular Board Meeting.

VOUCHERS

- Approve General Fire expenditure warrants dated August 26, 2025, August 28, 2025, and September 5, 2025, totaling **\$163,780.36**
- Approve EMS expenditure warrants dated August 26, 2025, August 28, 2025, and September 5, 2025, totaling **\$44,147.90**
- Approve payroll expenditure warrants dated August 18, 2025, September 4, 2025, totaling **\$874,721.83**.

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

3. LIST OF CORRESPONDENCE – No correspondence received this month.

4. PUBLIC COMMENT – No public comment given.

5. PRESENTATIONS – Moved to follow Old Business.

6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS – The Board reviewed items in the media spotlight.

7. STAFF REPORTS – Brummel gave the Board a summary of his trip to the National Fire Academy. The class chose EJFR’s Marine program to use as the class project. They focused on staffing and what it would take for a more robust response.

Wittenberg noted that we are hosting a weeklong Child Passenger Safety course next week at Station 6. Erin Murray is attending that following her return from Spokane for the Youth Fire Setting Investigator course.

September 16, 2025

Lirio gave a brief update on the 2026 budget development. We are two meetings in and have \$1.5million in requests to review. The process this year is more streamlined and is adding value to our meetings.

MSO Ridgway announced Jesse Cordova was able to get into the Medic One PM training program at the very last minute from the waitlist. Staff were able to get his apartment lined up in under a week. He just completed his first week.

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 – None report.

D. Apparatus Committee – BC Fletcher reported the new brush unit is now in service. The remounted ambulance is expected in October. We have a new project manager for Braun Northwest, and he is doing well. The new CARES rig will be ready on Monday. The old CARES rig is now a utility/backup. We did lose a tender that is beyond repair.

E. Facilities Committee – did not meet.

9. JeffCom Report – CAD upgrade likely coming in October.

10. LOCAL 2032 REPORT – None.

11. PUBLIC COMMENT - Agenda items only – None.

12. OLD BUSINESS

A. Levy Lid Lift Discussion – Stinson stated that two decisions need to be made: the levy rate to ask for as well as which election to run the lid lift in. Lirio gave an overview of possible levy rate scenarios. He discussed the 1% cap on revenue and current inflation rates causing costs to rise at a higher rate than revenues resulting in a degrading fund balance.

The board discussed several different scenarios and noted that we must set a rate that will allow for enough revenue to be generated to keep us from having to go back out for a lid lift for three-four more years. While also keeping in mind that we don't want to ask for too much.

Seabrook asked about lid lifts that include a built in CPIU inflator. More research will need to be done on that topic. Craig suggested a levy rate in the \$1.30-\$1.40 range, any more may be hard to justify in our tough economic times. Davis would like to go to \$1.45 and if that fails, we could run it again at \$1.40. He noted that Port Ludlow has always been very supportive of the Fire District levies. Masci agreed with Davis. Stinson noted hesitation with a CPIU inflator but stated \$1.40 would be the highest she is comfortable with. **MOTION:** Masci moved to set a levy lid lift rate at \$1.40 per thousand of assessed value. Seabrook seconded the motion which carried unanimously.

The board discussed the timing of when to run the lid lift. There are four possible options: February, April, August and November. Cray noted that if we wait until the November election, it requires staff to create two budgets, one for each possible outcome. Discussion of election date centered on

having enough time to run it again if it fails. **MOTION:** Masci moved to run the lid-lift during the February 2026 election. Seabrook seconded them motion which passed unanimously.

HR Presentation – HR Manager Stewart gave a short presentation on merit-based salary increases. This is a metric that compares an employee’s actual salary to the mid-point of the salary range for their position. This helps assess internal pay equity, performance and market competitiveness.

Administrative Policy allows for adjustments of up to 4% base salary. The Board may consider annual evaluations, EJFR’s fiscal situation, fiscal impact of other strategic goals and the employees’ total compensation relative to other comparable agencies in our region. If the Board were to apply this process for all administrative staff based on the highest performance appraisals, it would cost the district between \$17,805 – \$28,632 for 2026.

13. NEW BUSINESS

A. Policy/SOG Updates – The Board reviewed the following updated SOG.

SOG 5010d EMT Requirements

B. – Resolution 25-09 Surplus of District Property– **MOTION:** Masci moved to approve resolution 25-09 as presented. Craig seconded the motion which carried unanimously.

C. Resolution 25-10 – Finance Director Lirio noted the ambulance transport fees are reviewed annually and compared to our neighboring agencies. He noted the proposed rates are carefully considered to not be the highest in the area. He estimates about \$62,000 in annual revenue increases. **MOTION:** Seabrook moved to approve the new rates as presented in Resolution 25-10. Craig seconded the motion which passed unanimously.

D. DP- Consider Stryker Contract Addition and Purchases – While in our budget review process, MSO Ridgway had made a request to add 2 power cots, load systems and stair chairs to standardize our ambulances. Along with this she also requested the CO upgrade and LifePak 35 modems for the existing 8 ambulances already under our Stryker Lease. There is a 5% cost savings if we agree to purchase these items by October 1st. The actual purchase would occur in 2026. Craig noted that these gurney systems are the single most important piece of equipment we use. Consistency across the fleet is a safety component. Masci moved to approve the request to purchase the items with the 5% savings. Craig seconded the motion which passed unanimously.

14. UPCOMING TOPICS/EVENTS –

GOOD OF THE ORDER – Brummel thanked everyone for their flexibility and problem solving while he was covering for Chief Black’s vacation. He added that he has been investigating a new data analytics program, Dark Horse. We would be able to capitalize on a lower rate by tagging on with the Kitsap agencies who all use it. More to come in the near future.

ADJOURNMENT

Stinson adjourned the meeting at 4:39pm.

Jefferson County Fire District 1

Deborah Stinson, Chair

Dave Seabrook, Vice Chair

Geoffrey Masci, Commissioner

Steve Craig, Commissioner

Ed Davis, Commissioner

Gene Carmody, Commissioner

ATTEST:

Tanya Cray, District Secretary

September 16, 2025

Sent: Friday, October 10, 2025 6:40 PM
To: Chief <Chief@ejfr.org>
Subject: Response to a gas leak at my house

October 10, 2025

Dear Chief Black,

I had a gas leak at my house in the workshop today and I called 911 to get it checked out and the gas shut off. I want to call your attention to the quick response from the fire fighters including Aaron Parker and BC Justin Fletcher. They shut the gas off at the workshop shut-offs and at the main tank. They donned respiratory equipment and checked for the leak and there was enough gas collected in the workshop to set the alarms off. They opened the building to air it out and used a fan to remove some of the gases and stayed until the gases had dissipated. I contacted a local propane service company and will be arranging with them to have the system and the heaters safety checked and repaired as needed. Everyone did a great job and I commend their professionalism. Thank you.

Sincerely,

Diana Whitney



Celebrate Fire Prevention Week 2025!
Saturday, October 11th 10am - 2pm
Station 1, 701 Harrison St, Port Townsend

East Jefferson Fire Rescue Fire Prevention Week
Creative Coloring & Art Contest

Winners will be chosen in each age group:
Age Five and Under / Age 6 - 11

First Prize: Pizza Party at the fire station for up to 10 friends and family!

Drop off your entries at the EJFR Administrative Office
24 Seton Rd, Port Townsend, by Friday, October 10th

Winners will be announced at the 2025 Fire & Rescue Fest, October 11th



Sparky says: Put phones and tablets on something hard when you plug them in.



sparky.org • sparkyschoolhouse.org



Name _____ Age _____ Phone: _____

Meet Your Firefighters

by Ron Dawson, EJFR Community Outreach Volunteer



Meet Ryan Floberg, a firefighter and EMT at East Jefferson Fire Rescue, who has been with the fire service for three years. He started his career at the fire academy and began as a volunteer with the Brinnon Fire Department. He decided to become a firefighter because of the service it provides to the community. He learns something new every day, and the job keeps him fit. He likes the brotherhood with the other firefighters, the trust he is given, and the respect that is given to the position he holds.

Ryan lives in Gig Harbor, has a wife Cosette and a ten-month old baby boy, Syver. When away from the job, he likes being outdoors, likes the fact that we are in a country setting, enjoys working on mechanical things, tries to stay fit, and enjoys activities with his family.

The thing he likes best about his job is working in our community, the other firefighters, and the people he meets while doing his job. He enjoys meeting people in his same profession in other departments. The hardest part is trying to make the best decision possible and meeting the needs of the people he is trying to serve. It can be challenging to deal with mental health issues, different cultures, and other factors when dealing with the public.

Ryan enjoys humor and likes the opportunity to laugh with staff members and the public he serves.

His goals are to learn more about the elements of his job and to also grow his pressure-washing business that he has on the side.

Ryan is strongly committed to his job, loves the community service it provides, and carries a wonderful attitude toward his work. He is a pleasure to interface with.

Port Ludlow Resident Hopes to Serve

Stu Kerber is a Pacific Northwest native who has resided in Port Ludlow for nine years along with his wife Hilary and two young sons. He holds a BA in Finance from Gonzaga University and a graduate degree from University of Pennsylvania's Stonier Graduate School of Banking.



Stu is passionate about the hospital, and his goal, first and foremost, is that the hospital system remains financially sound. For eight years, he's been a partner in a financial services firm specializing in assisting farmers with generational transitions and financial turnarounds.

He believes his finance career in commercial banking and change management uniquely qualify him for position of hospital commissioner.

Stu is passionate about community involvement and Jefferson Healthcare's vital role in local lives. For more information or if you have questions, please visit KerberForHealth.com.



Upcoming Events for October

October will be a busy and informative month for East Jefferson Fire Rescue (EJFR), beginning with Fire Prevention Week, which is scheduled for **October 5 – 11**. This year the focus will be on how to safely buy, charge, and recycle lithium-ion batteries.

The 4th Annual Fire Rescue Fest will be held at Station 1, 701 Harrison Street in Port Townsend on **Saturday, October 11**, from 10 a.m. – 2 p.m. This event celebrates the history of fire service in Jefferson County, with firefighter demos, skills competitions, and fun and interactive activities for kids and adults. Additional information about these events can be found at EJFR.org.

This year's National ShakeOut drill will take place on **Thursday, October 16**, at 10:16 a.m. The Jefferson County Department of Emergency Management strongly encourages area residents to participate in the Drop, Cover and Hold exercise. For more information and to register your neighborhood or group, go to shakeout.org/washington. More information can also be found at mil.wa.gov/earthquake.

If you have questions about the services EJFR provides, log into EJFR.org or call 360-385-2626.

More information about the Department of Emergency Management can be found at bit.ly/jeffcoec or call 360-385-9368.

Port Ludlow Garden Club

Can you think botany, ethnobotany, horticulture, and interpersonal connections through plant cultivation??? If you are intrigued, then be sure to attend this month's presentation for the Port Ludlow Garden Club on orchid cultivation. There will be plants available for purchase as well.

It promises to be an outstanding presentation and well worth your time.

Ryan Russell serves on the board of the Northwest Orchid Society, where he previously held the role as president. We are fortunate indeed to have an individual with these credentials present to us at the Port Ludlow Bay Club, 120 Spinnaker Place on **Wednesday, October 8**, at 11 a.m.

Refreshments are provided and we do ask for members and guests to RSVP by **October 3** to portludlowgardenclub@outlook.com. Non-members are welcome with a \$5 donation.

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.

August Alarms

Fires.....	9
Rescue/Emergency Medical	326
Good Intent	43
Hazardous Conditions	5
False Alarms	46
Service Call	77
Total Alarms	506

Ambulance Transports

911 Transports.....	196
Hospital Requested Transport.....	0
Non Transports.....	126

CARES Contacts.....	147
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Martha's Book Group - *The Burgess Boys*

Martha's Book Group will be discussing Elizabeth Strout's fourth published novel, *The Burgess Boys*, at their **October 14** meeting at 4 p.m. at the Bay Club. Published in 2014 this book was chosen for discussion because the themes explored in it have relevance to the societal conflicts we are seeing today.

Three siblings, the Burgess boys and their sister Susan, are cast into the national spotlight because of a thoughtless prank by Susan's son. Join us as the group discusses how the Burgess Boys try to defuse the firestorm generated by their nephew's impulsive act while resolving the conflicts within their own relationship.

All are welcome to our book group which meets on the second Tuesday of each month at the Bay Club at 4 p.m.

November's book for discussion will be *I Heard the Owl Call My Name* by Margaret Craven. For additional information about future book discussions contact Sarah Schuch at bookclub@plvoice.org.

October 13th, 2025

East Jefferson Fire and Rescue Board of Commissioners
24 Seton Road
Port Townsend, WA 98368

Dear Commissioners,

On behalf of Jefferson Healthcare, I would like to express our gratitude to Chief Black, Tammy Ridgway, and the entire East Jefferson Fire and Rescue team for their exceptional partnership and dedication to developing healthcare career pathways for local youth.

Your organization's ongoing collaboration has been an integral part of building meaningful opportunities for students in our community to explore, prepare for, and pursue careers in healthcare and emergency services. Through your participation in the 8th Grade Career Explore event, 9th Grade Career Choices program, your willingness to host work site learning tours, allow for job shadow (ride alongs) experiences and your work teaching First Aid and CPR certification to high school Anatomy and Physiology students, you have helped inspire the next generation of healthcare professionals.

This important work would not be possible without the leadership of Chief Black, whose advocacy has ensured that workforce development and youth engagement remain community priorities. Equally, we wish to commend Tammy Ridgway, whose dedication, coordination, and tireless effort have turned that vision into reality. Tammy's collaboration with Jefferson Healthcare and local schools has been a cornerstone of these programs' success and has made a measurable difference in the lives of students. We are also grateful for her active participation on the Career and Technical Education (CTE) Advisory Boards for both Chimacum and Port Townsend School Districts.

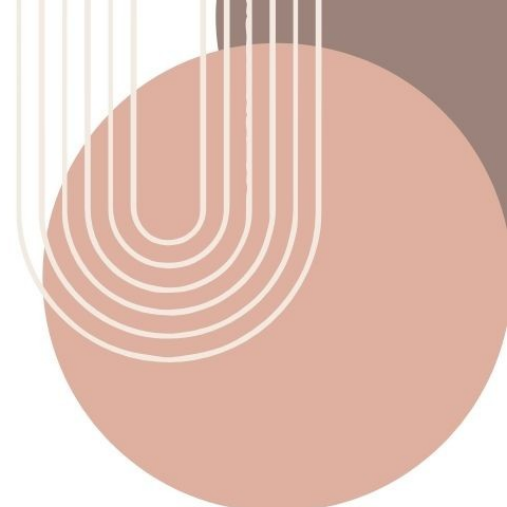
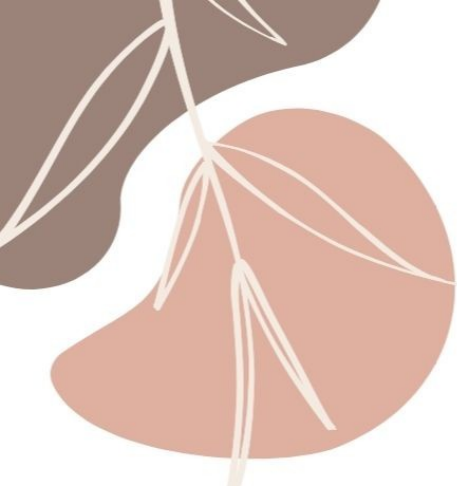
East Jefferson Fire and Rescue's partnership exemplifies what can be achieved when local institutions work together to serve their community. We appreciate your continued support, leadership, and commitment to building a strong and sustainable healthcare and emergency service recruiting pipeline for Jefferson County.

With sincere appreciation,

Caitlin Harrison

Caitlin Harrison

Workforce Development, Program Manager
Jefferson Healthcare



Rural Trauma Team Development Course

November 19th or November 20th

presented by the Harborview Medical Center --Trauma Program

**event will be held at the East Jefferson Rescue
Station 6 in Chimacum, WA**

**This is a one day event and will emphasize a
team approach to the initial assessment,
resuscitation and transfer of the trauma
patient in a systemized concise manner.**





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 – September 2025

Call Summary

Call Statistics			EJFR Responses By Area for September 2025	
	August '25	August '24		
Fires	6	1	Mutual Aid Given	14
Rescue/EMS	348	362	City of PT	227
Service Call	99	83	GlenCove/Jacob Miller	24
Good Intent	31	49	Cape George	20
False Alarm	27	23	Ocean Grove/Beckett Pt.	1
Hazardous Condition	3	11	Kala point	16
Overpressure/Overheat	1	0	Hadlock/Irondale	99
Total	515	529	Marrowstone Is.	15
September Transports			South Discovery	3
911	233		Chimacum	8
Hospital Requested	0		Oak Bay	1
Total	233		Northern Ludlow	47
CARES Contacts			Southern Ludlow	38
September Contacts	156		Other/CARES	2

The Fire Chief was on vacation in the later part of August, continuing into first half of September.

Threshold Events

- EJFR had CPR incidents, one due to an overdose. Several resulted in Return of Spontaneous Circulation (ROSC).
- Marine 1 supported rescue and salvage operations for several vessels in Port Townsend.
- Propane related emergency in a basement. Firefighters donned protective gear, monitored the air and ventilated.

New Medic 1 Student

Firefighter Jesse Cordova has been assigned to Medic 1 class 52 and resides in an apartment provided by EJFR in Seattle.

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

Mutual Aid

EJFR received and declined two mutual aid requests for State Mobilization. Weekly availability rosters continue.

Fire Chief General Activities

FC was approached by the BOCC to participate in Jefferson County's first [Fire Prevention Summit](#). The meeting would include all fire districts and serve as a special BOCC meeting at the Chimacum Fire Station. Minutes can be found on Jefferson County's website. Budget

Separately the FC met with JC Forester for a strategy meeting, joined by County Manager, BOCC Chair and other JC chiefs. Jefferson County was noticed our application for the [Community Wildfire Defense Grant](#) (CWDG) for \$3,000,000+ was denied.

Other Projects

- EVALS – Annual performance appraisals for staff and day shift have begun and should be completed by mid-October.
- Budget development for 2026 is nearing completion.
- WSRB Update - The new **W** protection classes included both the rules for establishing the **W** Protection Classes and advisory factors for each of the new Protection Classes. While the State Office of Insurance Commissioner (OIC) has approved the rules, they are requesting additional data and analysis to support the factors. The WFC-WSRB subcommittee is continuing to work on other issues, such as the 6 firefighters per fire station scoring metric.
- NERIS integration is underway.
- Agency Resilience – Propane vendor contracts are being reviewed to establish more reliable billing and availability. Starlink is being installed at two EJFR facilities and is currently being programmed as an alternate network resource. Seismic reinforcement of the North Building at Station 5 is underway.

Standing Meetings/Committees

JeffCo DEM IMT Meeting	BOCC	PT City Manager
PT Police Chief	BHC	JeffCo EMS Council
BHAC (10 th of 1%)	ECHHO	PLEM
JH CQI meeting	REAL Team	WSRB
JEFFCOM Board Meeting	Washington Fire Chiefs	

Miscellaneous FC attended Disaster EMS lecture at Irondale Library. Lunch with retired County Manager. FC was a guest presenter at the Olympic Community of Health's (OCH), quarterly retreat in Agate.



EJFR.org

bblack@ejfr.org



C Community
A Assistance
R Referral
E Education
S Services





CARES



Primary goals

1. Refer people to appropriate resources
2. Reduce the low acuity 911 calls for Fire/EMS



CARES

What is CARES?

Focuses on the needs of people who have overlapping lifestyle challenges which manifest in one or more modalities:

- Behavioral Health
- Medical/Health needs
- Substance Abuse
- Housing & Financial challenges
- Life-Style Management challenges



WHAT DOES THIS REALLY MEAN?

WHAT DOES CARES DO?

INDIVIDUALIZED SUPPORT

CARES focuses on providing tailored, person-centered support.

CARES improves the outcomes for our vulnerable population by adapting services to meet the unique needs of each client.

CARES clients receive help and services tailored to their individual circumstances and needs.

INCREASED ACCESS

CARES has significantly expanded access to services for vulnerable individuals within East Jefferson County.

Through effective outreach and collaboration with community partners, the utilization of available resources and services has led to improved service uptake.

CARES has reduced barriers to access, particularly for those who may struggle with navigating complex systems.

CARES case management services help streamline processes and ensure individuals receive the timely support they need.

Daily Routine?

CARES will visit the shelter to help a client complete Medicare application and access the foodbank.

CARES is checking in on an elderly client, confirming her doctor updated her prescriptions. They will pick them up and deliver if needed.

At the scene of an overdose and subsequent CPR, CARES will assist in the CPR and initiate mental health interventions for the family.

CARES will pick up a walker from ECHHO and deliver it to a client that is homebound post-surgery.

CARES will visit an unhoused client living in the forest, bringing them food, clothing, compassion and *REFERRALS!*



CARES

THE DATA

(July 1, 2024, to June 30, 2025)



- CARES made 1,561 contacts with 408 clients
- Referrals
- Male- 181; Female-227
- 83 contacts were made with veterans
- 310 contacts for self-reported mental health issues



CARES



Reason for referral to CARES?

433 - Falls

324 - General assistance

236 - Unmet medical needs

225 - Frequent 911 utilization

131 - Behavioral Health

88 - Homeless

64 - Failure to thrive

60 - Substance use

AGE	TOTAL CONTACTS
<18	4
18-65	218
65+	1,339



CARES



WHO ELSE IS DOING THIS WORK IN JEFFERSON COUNTY?



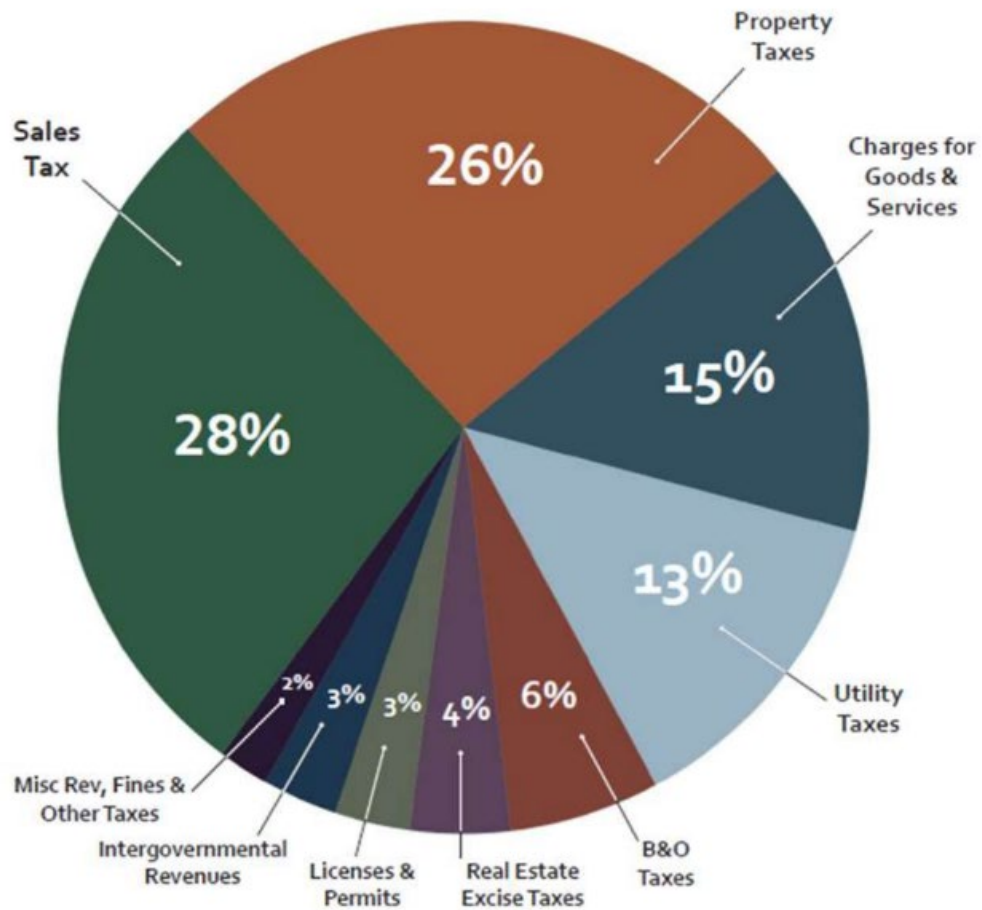
CARES



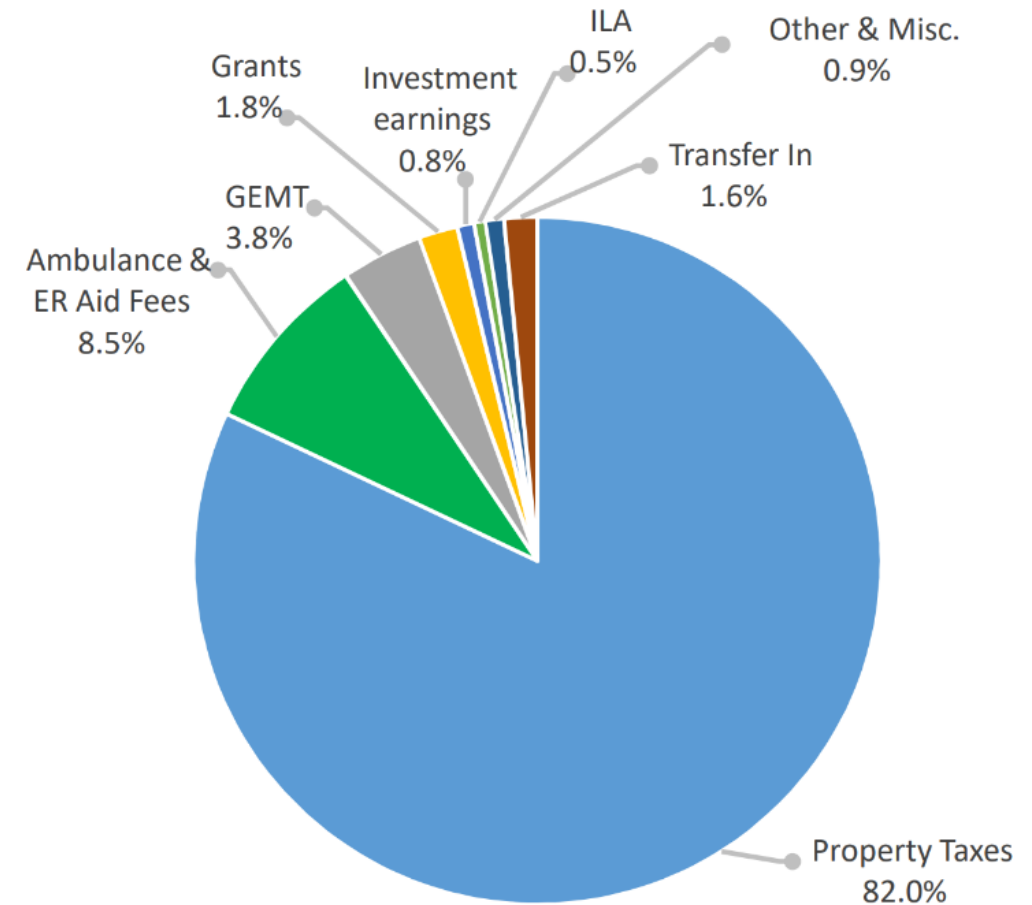
HOW DO WE SUSTAIN THIS PROGRAM?

Where does the money come from?

Revenue for Cities and Counties



EJFR Revenue





CARES



	A	B	C	D = A - (B+C)	
	Total Budget	BHAC, 10th of 1% tax fund	OCH	EJFR	
BUDGET - 2026					
Firefighters/EMTs/ Paramedics	194,573	17,399	119,652	57,522	
CARES training/backup-OT	10,000		10,000	-	
Social Worker/Mental Health/SUDP Professional (BIR)	120,000	20,000	60,000	40,000	
Case Manager (BIR)	3,000			3,000	
Supplies/Materials/Training	5,000	4,800		200	
Travel/Mileage Reimbursement	10,920		6,000	4,920	
Admin. Fee/Supervision	36,000	4,600	29,348	2,052	
Total Costs	\$ 379,493	\$ 46,799	\$ 225,000	\$ 107,694	Funding Gap
		12.3%	57.0%	28.4%	

2026 CARES funding gap will come from revenue meant for 911 FIRE and EMS services.

What would we do without CARES?



CARES

Questions?

Please call or email for questions.

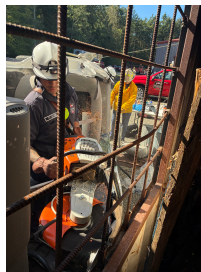
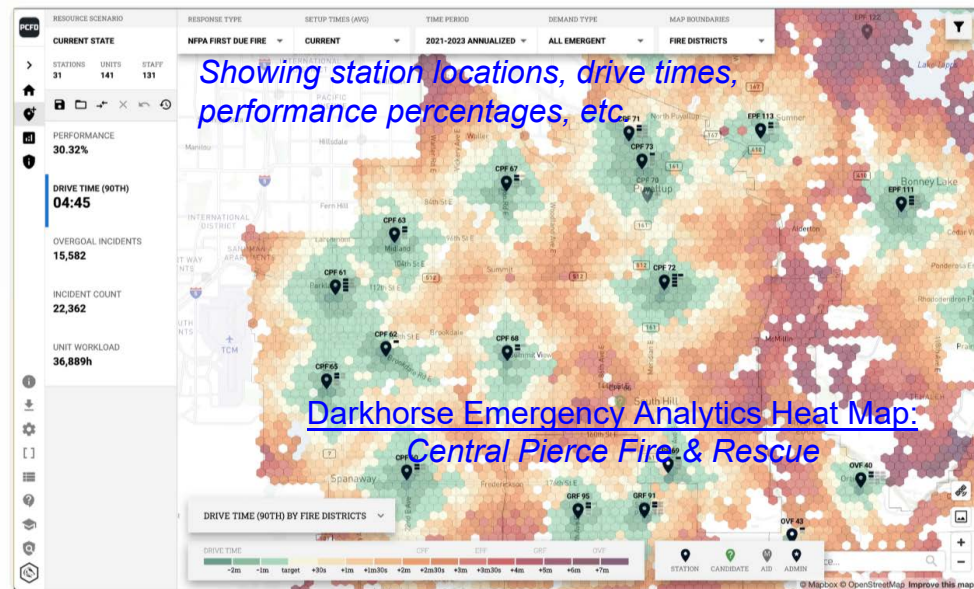
bblack@ejfr.org

360-381-0292



Operations	2025 Goals and Objectives Progress Continued Oversight (Ongoing) Photos of Events 2025 Goals and Objective Progress: <u>Goal #1: Improve Operational Resiliency:</u> <i>Objective 1.3: Expand Capabilities in Special Operations and Wildland Interface</i> • Lead instructor for Operations-level structural collapse training at EJFR training tower. 16 personnel from across three shifts participated in 10 hours of specialized training. • Trained to awareness-level on Jefferson Transit's all-electric E-bus. Crews learned about lithium-ion batteries, storage capacity, emergency shut-off switches and other important safety features for first responders. • Attended Boat/Marina Multi-Company Operations with Kitsap Fire Training Consortium at the Port Orchard Yacht Club to gain understanding of the tactical needs and complexities for fighting marina fires. <u>Goal #2: Improve Data Technology and Innovation:</u> <i>Objective 2.3: Leverage Data Analytics for Decision Making</i> Researched "Darkhorse Emergency Analytics" through Kitsap agencies and engaged in several virtual tutorials to begin leveraging data analytics to assist with strategic planning, response capabilities and improvements as well as obtaining "on-demand" data. DC Brummel will provide a brief overview presentation at the October BOC meeting. Worked with our team (Exec. Asst. Cray and Office Tech. Sanders) to build our profile and upload data into FEMA's new data reporting program National Emergency Reporting System (NERIS). NERIS is replacing the current NFIRS national fire reporting program. EJFR will move into NERIS by January 1, 2026. <u>Acting Fire Chief Duties 8/28-9/17:</u> During Chief Black's absence, I represented EJFR/Exec at various events such as Jefferson Fire Chiefs meeting, EMS Council, Legislative Committee, "The Wall of Valor" event at JeffCo Airport, 9/11 Remembrance, Jefferson Healthcare, EJFR budget committee meetings, JeffCo County Roads meeting, as well as interaction with citizens, local and regional stakeholders.
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Meetings and Events



Structural Collapse Training

- 9/1 Jefferson County Chiefs Meeting (2hr)
- 9/2 EMS Council Meeting(2hr)
- 9/3 Jefferson IMT Meeting (2hr)
- 9/5: BOC Agenda Prep Meeting (1hr)
- 9/8: Poulsbo Chief Mtg: Fire Impact Fees (2hr)
- 9/11: "Wall of Valor" Opening (1hr)
- 9/12: Budget Committee Meeting (3hr)
- 9/12: Darkhorse Rep Meeting (1hr)
- 9/16: JGH Monthly Meeting (1hr)
- 9/16: JeffCom BOC Meeting (2hr)
- 9/17: Meeting at SKFR for Darkhorse Demo (2hr)
- 9/24: Fire Safety Summit (3hr)
- 9/29: Personnel Meeting with 2032 (1hr)
- 9/29: Review Training Budget with Cp. Bergen (1hr)

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

Date Prepared: 10/10/25

Subject: Community Risk Division Report

Prepared By: Robert Wittenberg

Public Education, Events, and Presentations	Adult Events • 9/8 Olympic Terrace Neighborhood Walkthrough, Port Ludlow • 9/11 Quimper Village Community Meeting • 10/1 Fire Rescue Fest Planning Meeting • 10/4 Port Townsend Farmers Market – Fire Prevention Week 2025, 70 Contacts • 10/5 Chimacum Farmers Market – Fire Prevention Week 2025, 23 Contacts • 10/6 Storytime at Jefferson County Library, 20 children • 10/8 Meet with Port Townsend Library regarding Evacuation Planning • 10/11 Fire Rescue Fest 2025
Community Partnerships	• 9/8, 10/6 Jefferson County Fire Chiefs Meeting • 9/10 Meeting with Jeff Co Intellectual and Developmental Disabilities Coordinator • 9/24 Jefferson County Fire Safety Summit • 10/3 County Behavioral Health Consortium Meeting
Smoke Alarm Installations	• September – 5 Alarms Installed • 2025 Total – 142 Alarms Installed
Wildfire Assessments	• September – No Assessments Completed • Year to Date – 186 Assessments Completed • Scheduled / To Be Scheduled – 66 Assessments • 9/15 Meet with Eugene-Springfield Fire about Fire Aside Program
Plan Review, Inspections, Investigations	Citizen Concerns • 9/17 Meet with Resident at Discovery View regarding cooking safety Meetings • 9/11, 9/18 New Development Reviews with City of Port Townsend

Public Information Officer (PIO)	Social Media Posts • 9/11 Remembrance Post • 9/12 Promotion of Child Car Seat Clinic • 9/16 Fire at Cotton Building • 10/1 Fire Danger Level Update • 10/2 Fire Prevention Week at Farmers Markets • 10/2, 10/10 Fire Rescue Fest Promotion Media Releases • 10/8 Congresswoman Emily Randall at Fire Rescue Fest Media Interviews • 10/10 Interview with Peninsula Daily News regarding Fire Rescue Fest Social Media Followers • Facebook – 3,903, Up 20 followers • Instagram – 706, up 6 followers Monthly Newsletter • 9/12 September Newsletter Published, 96 Sends, 58 Opens (62% Open Rate) • 10/7 October Newsletter Published, 114 Sends, 70 Opens (63% Open Rate) • 116 Subscribers, up 23 Recipients
Professional Development	• 9/15 – 9/19 Erin Murray completes Youth Firesetting Intervention Specialist training • 9/22 – 9/26 Child Passenger Safety Technician Certification Course
Personal	• 9/27-9/30 Vacation



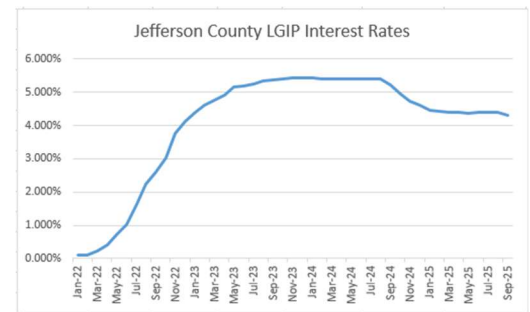
FINANCIAL REPORT FOR SEPTEMBER 2025

Fund Balance September 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	(81,613)	(330,981)	(412,594)	(179,150)	32,136	16,216	(543,392)
Ending Fund Balance	2,622,167	2,897,520	5,519,687	1,187,583	1,010,930	517,616	8,235,816

Financial Highlights:

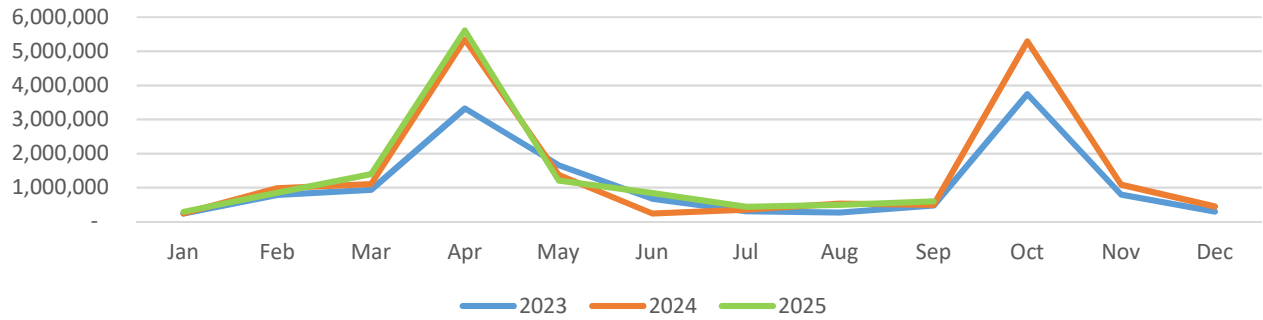
- While the 2025 Adopted Budget includes a total projected deficit of **\$1.1 million** across the Fire and EMS funds, the District has historically taken a **conservative approach** to budgeting. Current preliminary estimates are consistent with this trend, indicating that actual results will likely generate **favorable variances**, which will instead add to the total fund balances. More definitive estimates will be available for the November 2025 Board of Commissioners meeting.
- Personnel Expenditures: Expenditures for Salaries, Overtime, and Benefits are tracking as expected and consistent with prior trends.
- Investment earnings: The LGIP gross interest rate was **4.2918%** in August 2025, representing **92.4%** of the District's Fund Balance (as of 9/30/25).
- 2026 Budget Development Update: With sincere thanks and appreciation for the Budget Committee's diligent work, the committee has completed its thorough review and prioritization of all requests, resulting in the **Recommended 2026 Budget** now before the Board of Commissioners. The subsequent Board workshop and required public hearing are being scheduled.
- Medicare Transport Fee Update: The **22.6% Super-Rural Medicare add-on** for transport fee revenue expired on September 30, 2025. With Congressional action currently pending due to the shutdown, we are actively monitoring for news regarding the reestablishment of this funding. Taking a conservative approach in the 2026 budget, the forecast for transport fee revenues was reduced by **\$300,000** to account for this potential loss.



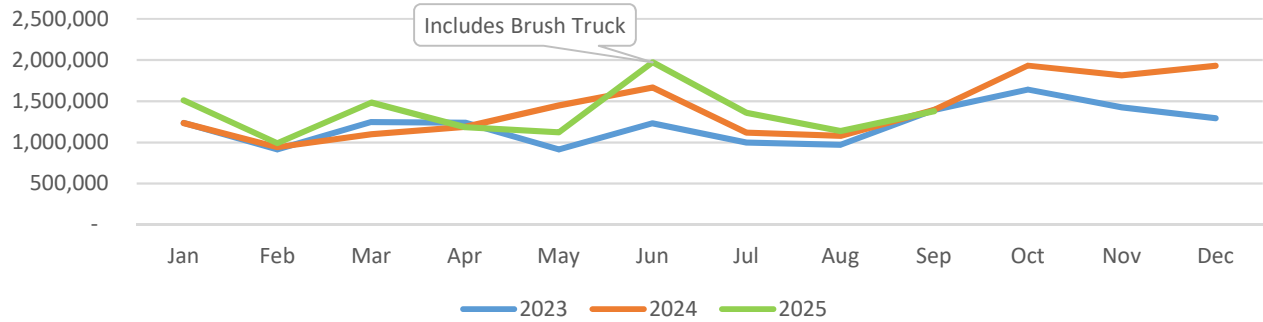
Other Highlights:

- Submitted **reimbursement documents** for the ambulance re-chassis (Local Program).
- Billed all outstanding **grants** (Wildland, CARES, Child Safety Passenger).
- Received **new Assessed Values** for Port properties, prompting a review to update the ILA contract/Fire Control fee.
- Engaged the public at **Fire Fest**, providing direct answers on the District's finances.

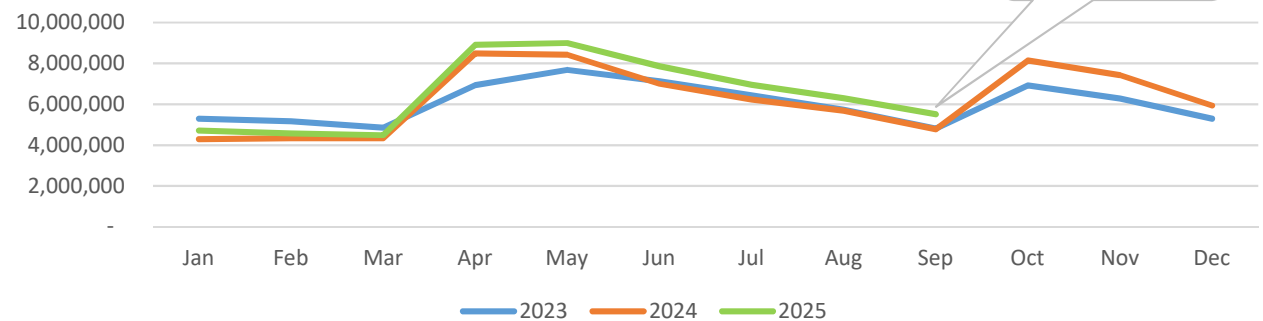
East Jefferson Fire Rescue FIRE General & EMS Funds Revenues



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: 06:53:11 Date: 10/05/2025

Page: 1

001 Fire Fund #656001010

Months: 01 To: 09

Revenues	Amt Budgeted	Revenues	Remaining	
300 Revenue	10,790,550.00	6,660,355.26	4,130,194.74	38.3%
330	0.00	2,129.24	(2,129.24)	0.0%
390	272,000.00	677,513.54	(405,513.54)	0.0%
Fund Revenues:	11,062,550.00	7,339,998.04	3,722,551.96	33.7%
Expenditures	Amt Budgeted	Expenditures	Remaining	
000	166,950.00	84,365.40	82,584.60	49.5%
210 Administrative	1,881,880.00	1,335,723.69	546,156.31	29.0%
211 Legislative	240,195.00	127,308.34	112,886.66	47.0%
220 Suppression	6,417,524.00	4,873,359.04	1,544,164.96	24.1%
230 Prevention	22,000.00	14,865.22	7,134.78	32.4%
245 Training	117,691.00	40,619.88	77,071.12	65.5%
250 Facilities	417,664.00	230,596.93	187,067.07	44.8%
260 Vehicles & Equipment	468,450.00	354,656.24	113,793.76	24.3%
520 Fire Control	9,732,354.00	7,061,494.74	2,670,859.26	27.4%
590 Debt, Capital & Transfers	1,958,785.50	360,116.01	1,598,669.49	81.6%
Fund Expenditures:	11,691,139.50	7,421,610.75	4,269,528.75	36.5%
Fund Excess/(Deficit):	(628,589.50)	(81,612.71)		

FIRE OT Summary Report

Jefferson Co FPD No. 1

Time: 06:53:40 Date: 10/05/2025

Page: 1

001 Fire Fund #656001010 Months: 01 To: 09

Expenditures	Amt Budgeted	Expenditures	Remaining	
520 Fire Control				
522 20 10 000-0 FF/EMT (40%)	2,872,983.00	2,145,059.82	727,923.18	25.3%
522 20 10 019-0 OVERTIME (40%)	519,147.00	385,319.31	133,827.69	25.8%
220 Suppression	3,392,130.00	2,530,379.13	861,750.87	25.4%
520 Fire Control	3,392,130.00	2,530,379.13	861,750.87	25.4%
Fund Expenditures:	3,392,130.00	2,530,379.13	861,750.87	25.4%
Fund Excess/(Deficit):	(3,392,130.00)	(2,530,379.13)		

EMS - 2025 BUDGET POSITION

Jefferson Co FPD No. 1

Time: 07:04:05 Date: 10/05/2025

Page: 1

101 EMS Fund #657001100			Months: 01 To: 09	
Revenues	Amt Budgeted	Revenues	Remaining	
300 Revenue	6,460,354.00	4,391,211.69	2,069,142.31	32.0%
Fund Revenues:	6,460,354.00	4,391,211.69	2,069,142.31	32.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
272 EMS Operations	6,611,439.00	4,670,682.02	1,940,756.98	29.4%
274 EMS Training	108,940.00	43,788.66	65,151.34	59.8%
276 EMS Maintenance	0.00	7,721.53	(7,721.53)	0.0%
520 Fire Control	6,720,379.00	4,722,192.21	1,998,186.79	29.7%
590 Debt, Capital & Transfers	190,000.00	0.00	190,000.00	100.0%
Fund Expenditures:	6,910,379.00	4,722,192.21	2,188,186.79	31.7%
Fund Excess/(Deficit):	(450,025.00)	(330,980.52)		

EMS OT Summary Report

Jefferson Co FPD No. 1

Time: 07:04:28 Date: 10/05/2025

Page: 1

101 EMS Fund #657001100

Months: 01 To: 09

Expenditures	Amt Budgeted	Expenditures	Remaining	
520 Fire Control				
522 72 10 000-1 FF/EMT (60%)	4,309,474.00	3,217,470.32	1,092,003.68	25.3%
522 72 10 019-1 OVERTIME (60%)	778,721.00	579,932.11	198,788.89	25.5%
272 EMS Operations	5,088,195.00	3,797,402.43	1,290,792.57	25.4%
520 Fire Control	5,088,195.00	3,797,402.43	1,290,792.57	25.4%
Fund Expenditures:	5,088,195.00	3,797,402.43	1,290,792.57	25.4%
Fund Excess/(Deficit):	(5,088,195.00)	(3,797,402.43)		

Date Prepared: 10/6/25

Subject: Human Resource Report

Prepared By: Emily Stewart

Meetings & Training:	• 8/5 Vol. Mtg • 8/6 HR Mtg • 8/6 HR Mtg • 8/8 HR Mtg • 8/13 GEMT Mtg • 8/14 Smarsh Mtg, New Archive software • 8/22 M&C • 8/25 Budget Mtg • 8/29 IS-13 • 9/2-9/5 Deployment – Rattlesnake Fire • 9/8-10 ICS 300 • 9/10 IT Mtg • 9/10 New Vol. Orientation • 9/15-9/19 O305 Type 3 All Hazards Training • 9/23 Vol. Coordination Mtgs
Human Resources	Volunteers New Volunteers completed initial Orientation in the month of September: • Madison Bowe • Tavi Gardner • Jenni Glasco • Mike Gleeson • Zoe Justis • Barry Luke • Oliver Miller • Shenoa Snyder • Drew Wagner PC Classes • 9/23 Started BAS 301 Managerial Accounting & BAS 315 Leadership, Mgmt & Organizations
Presentations / Tours/Other/Misc	• 8/12 Watchfire Sign Demo • Acronym Glossary • Policy/SOG input & updates • Fire Rescue Fest Assistance • Employee Evals

EJFR Staff and Volunteers, September 2025

7/25	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	8- Martin
LT	8- Sanders	6- Grimm	2- Dean
LT	2- Morris	7- Chambers	4- Dalrymple
LT	Pulido	8- White	3- Carver
PM	4- Whiting	5- Yelaca	2- Spellman
PM	3- Minker	7- Wagner	6- C. Johnson
PM		8- Welander	7- Rudnick
PM		2- Whitson	Holbrook
		Severin	
FF	1- Secondez	2- Kithcart	3- Parker
FF	2- Walker	2- Kinney	3- Sheehan
FF	4- Cordova	3- G. Williams	4- Kaldahl
FF	5- B. Grimm	6- Fairbanks	6- Richter
FF	7- Sviridovich	8- P. Williams	7- Beery
FF	8- Archuleta	8- Boe	8- Chapman
FF	8- Wright	3- Floberg	2- Le
FF	2- Jeske		2- Wells
FF	5- N. McGuffey		8- Heydon
FF			
Res	Barton	Sanchez	Bentzen
Res	Holmes	Harvey	Loverich
Res			
MSO	FF/PM Ridgway		
Cares	FF/PM Woods		
	Captain Bergen FF/PM		
			57

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

BETHEL	Support
--------	---------

Total EJFR Members	113
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Volunteer	Position(s)
COULTER	Support
FLANAGANMATA	Support
FLEISCHMAN	Support
FORCE	Support
MATACHACON	Support
MICHELSON	Support
NATHAN	Support
SMITH	Support
Total	9

Commissioner	District
Carmody	1
Craig	3
Davis	1
Masci	4
Seabrook	2
Stinson	5
Total	6

Total Career FF	57
Total Admin staff	9
Total Volunteers	41
Total Commissioners	6

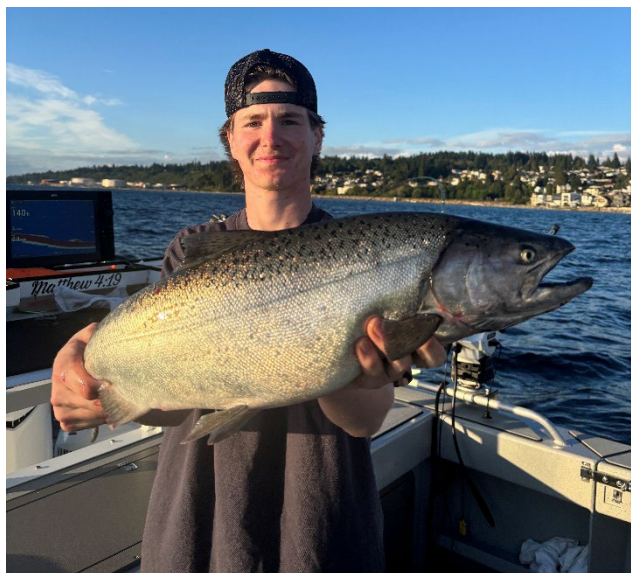
New Volunteers September/October:



"Hello, I'm Zoe Justis, I'm 22. I grew up in this community and have a lot of family that live in the area. I love the outdoors: surfing, hiking, snowboarding, etc. I am also into working out especially combat sports. I am very excited about getting to know this department."

Hello, my name is Drew Wagner. I am twenty years old and am pursuing a career of a firefighter/EMT. I look forward to start volunteering as an EMT with East Jefferson. I hope to get into the FIT program and continue my training towards a career as a firefighter/EMT. In my free time I stay busy with auto racing. I have been racing from the age of eight and it is something I truly enjoy. I also enjoy lifting in the gym and getting out on my dirt bike when I can. I look forward to meeting you guys, and learning all I can.





Hello, my name is Tavi. I am 18 years old and recently graduated from Wy' East Academy. A little bit about myself, I love pretty much anything outdoors such as, fishing, camping, off-roading, mountain biking, exploring, and just got into hunting. I also love to work on my car, and meeting new people. I have a 5 month old chocolate lab puppy that's pretty much my best friend, and I can't wait to serve beside every one of you."

I may be familiar to some of you as I spent 5 years at a small dept in the area as a volunteer emt, ff, as well as some time as a career ff/EMT. I currently work as an ED tech in Edmonds, while I finish school.

I am excited to volunteer as an EMT, I love the culture at EJFR and am excited to take part in the education and other aspects that make EJFR great!

I grew up in Mountlake Terrace and moved to hood canal area in 2019. I love it on the peninsula; it is the most beautiful place. I have a passion to help others, and enjoy helping out in community events. My goals are to move into CRP/Cares type program once I gain some experience working as a paramedic (next step is national registry). While I will not be volunteering as a paramedic, I am looking forward to cementing the foundation of my basics and learning from others. My hobbies are starting new hobbies and buying everything I need to start a business with those hobbies and then abandoning them and starting new ones.

I am really looking forward to getting to know you all and the experience I will gain by volunteering."



Madison was the first in our new group of volunteers to complete all of her initial onboarding training and you will start to see her around in the near future. When she's not working as an EMT, you can find her hiking, kayaking, snowboarding or baking.



Hi. My name is Barry and I am a retired firefighter/paramedic from Florida who moved to Port Ludlow last year. I started my EMS career in 1977 in a small all-volunteer fire department and retired from Orange County (FL) Fire Rescue in 2014. After we moved to Seattle, I volunteered in the Harborview ER and then worked as a Medical Assistant/ED Tech at Evergreen Medical Center in Kirkland. In my spare time I teach for the University of Washington's Resuscitation Academy focusing on science and simulation for cardiac arrest care. All of my Florida EMS certifications have lapsed so I will be taking the Emergency Medical Responder class soon. I hope to help out on EMS calls and maybe drive a Tender. I also appreciate the public education aspect of EJFR's mission. At age 66, I still stay in shape by working out and hiking the trails. I am looking forward to meeting everyone at EJFR.

Date Prepared: 10/9//25**Subject:** *Executive Assistant/District Secretary Report***Prepared By:** *Tanya Cray*

Meetings & Events:	• 9/8 Agenda Prep Mtg • 9/12 Budget Comm. Mtg • 9/16 Healthcare Workshop • 9/16 Reg BOC Mtg • 9/26 Budget Comm. Mtg
Notable Projects	• PL Voice Submission • Board Meeting packet preparation. • Documents Purge at Station 7 • GovDeals posting/selling of surplus items
BOC Trainings & Registrations	WFCA Annual Conf. – Oct 22-25, Hotel Booked for – Stinson, Craig, Carmody, Cray, Black, Stewart, Lirio and Murray Snure Laws Update Seminar – All attendees are registered.
Budget Process Next Steps	• Special Meeting – Board Budget Workshop - Date TBD • Public Hearing – November 18, 2025, 2:00pm • Regular BOC Meeting – November 18, 2025 – Board votes on final Budget • Final Budget Resolutions due to the County no later than November 26th
2025 Ready Rebound Summary of Usage	• Number of Cases: 3 On Duty, 3 Off Duty • Appointments Scheduled: 4 Initial, 2 Imaging, 1 Surgery • Days Saved by Appointments: 37 Initial, 15 Imaging (3 member delays) • Estimated Shifts Saved: 23.2 • Estimated Savings YTD: \$35,200 **As a reminder to all members, Ready Rebound isn't only for employees. Family members, Commissioners and retirees all can utilize this program.

**2025
Elections
Update**

The County Elections Coordinator provided the following estimates for election costs:

2025 November General: \$15,000 – will be billed in 2025

2025 End of Year Indirect Billing: \$18,000 – will be billed in 2026

EJFR BOARD Following 2025 Election:

District 1 Jeannie Price (unopposed) - term expires 12/2031

District 2 (Seabrook or Codier) - 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

**Wellness
Physicals**

	Xray	Pulm. Funct.	Audiogram	Vision	BL/PR	ECG	Blood	CBC	Diff	Urine	HDL	LDL	CHOL/HDL Ratio	TB Test	BMI
Total Tested	37	38	54	38	38	38	41	41	41	39	41	41	41	38	38
Outside Estab. Limits		8	5	9	1	7	34	14	1	14	6	26	8	1	30
Percentage		21%	9%	24%	3%	18%	83%	34%	2%	36%	15%	63%	20%	3%	79%

We do not get a summary of the OneTest for Cancer per HIPAA laws, but there were 52 tests administered.

Costs came in about \$7,000 under the max and I am working on billing insurance for any possible reimbursements.



EXPERIENCING AN INJURY? CALL READY REBOUND

800-781-2320

24/7 TRIAGE, 365 DAYS A YEAR

GET TREATED LIKE A PROFESSIONAL ATHLETE

AVAILABLE FOR



OFF DUTY INJURIES



FAMILY MEMBERS



RETIREES

Date: 10/6/2025

Subject: *Battalion Chief 11 Report*

Prepared By: *Jason MacDonald*

BC 11 Administrative Meetings	• Daily Shift meetings • Once per tour visit to all stations for crew contact and assistance • JeffCom User Group Meeting • JeffCom director meeting for Ipad usage for responses • Meet Program Leads to Work on Budget Requests
BC 11 911 Responses	• "A" Shift Responses 197 • BC11 responded to 14 incidents in the last month • 2 MVC • 1 structure fire (Adams St) • 1 CPRs • 1 Carbon Monoxide Response
Continuing Education/ Training	• A-Shift training 364 hours completed • EMS connect • Ongoing Shift level training and scheduling • Rescue Systems Refresher • MCO Training with Capt Bergen • Base Station • Section 7 Probationary testing (successful completion)
Administrative duties	• Shift based training oversight and compliance • Staffing and Callbacks • Scheduling 2025 • Vacation/Holiday/SL leave accruals/Audits 2025 • Crewforce updates • Station 4 response area and number work
Planning and ongoing projects	• 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 • CISD SOG Review/Revision

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	\$5,743.37	\$2,456.63
	SCBA (B. Grimm)	522 20 31 0300	\$50,500.00	\$16,883.44	\$33,616.56
	Wildland (Sanders)	522 20 35 0050	\$21,480.00	\$12,446.08	\$9,033.92
	Small Tools (Secondez)	522 20 35 0100	\$3,000.00	\$1,658.51	\$1,341.49
	Beds 7/8 (Carver)	522 50 31 0100	\$9,500.00	\$5,007.52	\$4,492.48

Date: 10/11/25

Subject: *Battalion Chief 13 Report*

Prepared By: *Justin Fletcher*

BC 13 Administrative Meetings	• Daily Shift meetings • Visit each station and collaborate with crews at least once per tour • Budget Committee meetings • Meeting with LT Morris and True North reference new air truck build and tender build • Dispatching criteria meeting for upcoming change coming from Jeffcom and Pencom • BOC Meeting
BC 13 911 Responses	• Responded to 19 incidents in September ○ Dumpster fire in port under covered tent ○ Sinking vessel in harbor with occupants onboard ○ Occupied boat that washed up onto the rocks needing assistance and refuge
Continuing Education/ Training	• Shift level training (C Shift completed 293 hours of training)
Administrative Duties	• Callbacks for all staffing needs • Scheduling maintenance, repairs and new apparatus builds • Worked with FF Richter reviewing budget with program managers and have began ordering equipment for new engines from the approved \$222,000 • Worked with Tanya to list several items on GovDeals for sale
Shift Programs	• Marine 7 was pulled from the water and received an annual service to include bottom paint and new deck resurfacing to reduce slip hazards

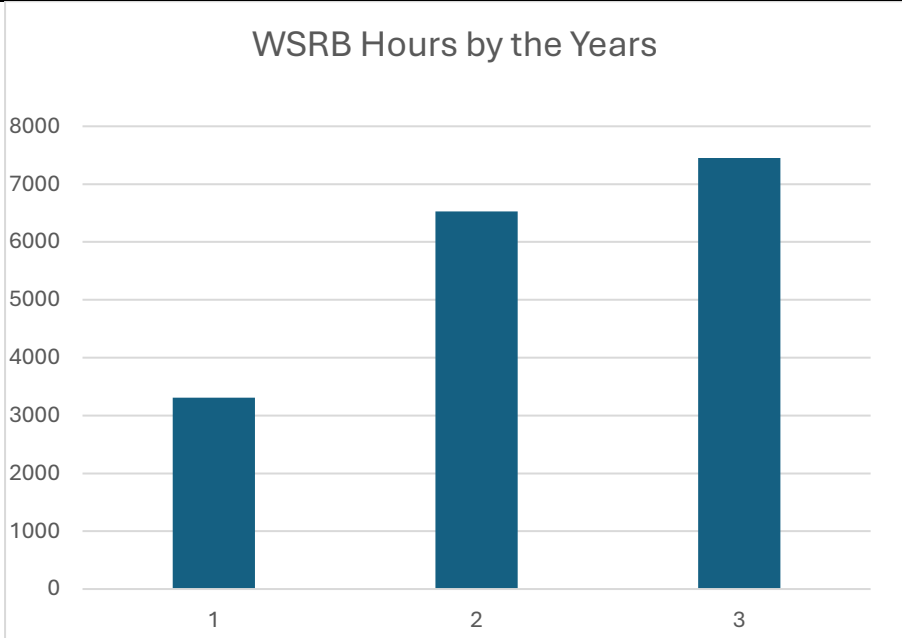
Program	Program Manager	Budget	Spent	Remaining
Marine Program	Dalrymple	\$37,620.00	\$23,322.33	\$14,297.67
Apparatus Maintenance	Fletcher	\$264,250.00	\$171,388.05	\$92,861.95
Ladders	Parker	\$3,000.00	\$0.00	\$3,000.00

September Training Captain Report

October 4, 2025

Submitted by: Captain Trevor Bergen

Overview Training Hours:	• WSRB Hours for September: 826 Hours • 3rd quarter firefighter training hours: 2,538.5 Hours • September total training Hours:1,611 Hours • 2025 Training Hours: 15,406 Hours
Overview:	• Class Logistics • Budget Process • Rescue Systems 1 Refresher • Hazmat MCO • Electric Bus Inservice • 3rd QTR Training • Classes for end of the year!
Class Logistics	• Setup getting necessary equipment for Puyallup Extrication Team Training for Early October and Rescue Systems 1 Refresher. • Ordered 16 vehicles and Telehandler for vehicles. • Discussed details with outside agencies.
Budget Process	• Attended Budget Meeting and described Training Budget. • Had two outside budget meeting to discuss Training Budget Changes. • Reworked budget to meet budget committee's recommendations.
Rescue Systems 1 Refresher	• Assisted with running the Rescue Systems 1 refresher for off duty crews. • 13 members participated in the 8 hours hands on drill that involved breaching, lifting, supporting, repelling and small engine work. • Great Feedback given from members.
Hazmat MCO	• Conducted Shift Level MCO Hazmat Scenario. • Using a section of Pipe a garden hose and smoke machine made a scenario for size up and defensive operations.

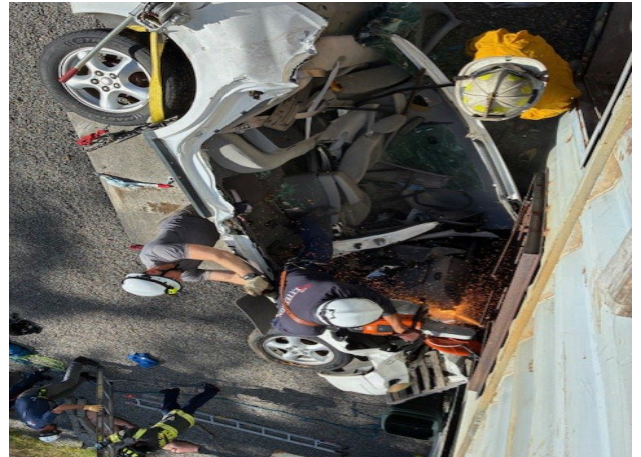
Electric Bus Inservice	• Jefferson county Transit and Kitsap Transit provided a transit bus and trainer to walk crews through the bus. • Trainer provided critical factors about the bus and a PowerPoint to share with all crews. • Training is ongoing.								
3rd Quarter Training/ Start of 4th	• End of 3rd Quarter Training and start of 4th Quarter. • Wrapping up Training and building new Quarter expectations.								
Classes for the end of the year	• Worked for months on contacting Retired BC Stanton Cooke but was finally successful. He will be teaching a two-day strategy and tactics class Dec. 3-4th Scheduled PXT 701 train the trainer class for October 3rd. This class has a lot of logistical needs and I have started collecting the necessary items.								
	 <table border="1"> <caption>WSRB Hours by the Years</caption> <thead> <tr> <th>Year</th> <th>Hours</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>3300</td> </tr> <tr> <td>2</td> <td>6500</td> </tr> <tr> <td>3</td> <td>7500</td> </tr> </tbody> </table>	Year	Hours	1	3300	2	6500	3	7500
Year	Hours								
1	3300								
2	6500								
3	7500								

Topic	BARS	Amount	Spent	Remaining
2025 Classesandprops Budget.xlsx	522 45 40 0600	\$ 1,950.00	\$1745.00	\$ 205.00
2025 Classesandprops Budget.xlsx	522 45 35 0100	\$ 4,655.00	\$ 2,557.33	\$ 2,1967.67
2025 Classesandprops Budget.xlsx	522 45 49 0200	\$ 1,500.00	\$ 75.38	\$ 1,424.62
2025 Conferences and IFSAC Classes.xlsx	522 45 40 0500	\$ 40,000.00	\$ 6,056	\$ 33,944.00
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	\$2,860	\$ -110.00
2025 Subscriptions.xlsx	522 20 10 0190	\$ 73,963.00	\$11,060.24	\$ 62,902.76

FF Jeske lowering Sleepy Down to FF McGuffey Rescue Systems 1 Class



FF Secondez cutting Rebar after stabilizing vehicle with BC Fletcher and MacDonald RS1 Refresher



Inside looking out RS1



Cutting while on ropes was harder then it looks



Lt. Grimm Puts water on leaking tank Hazmat drill



D/C Brummel waiting for a ride on the EV bus.

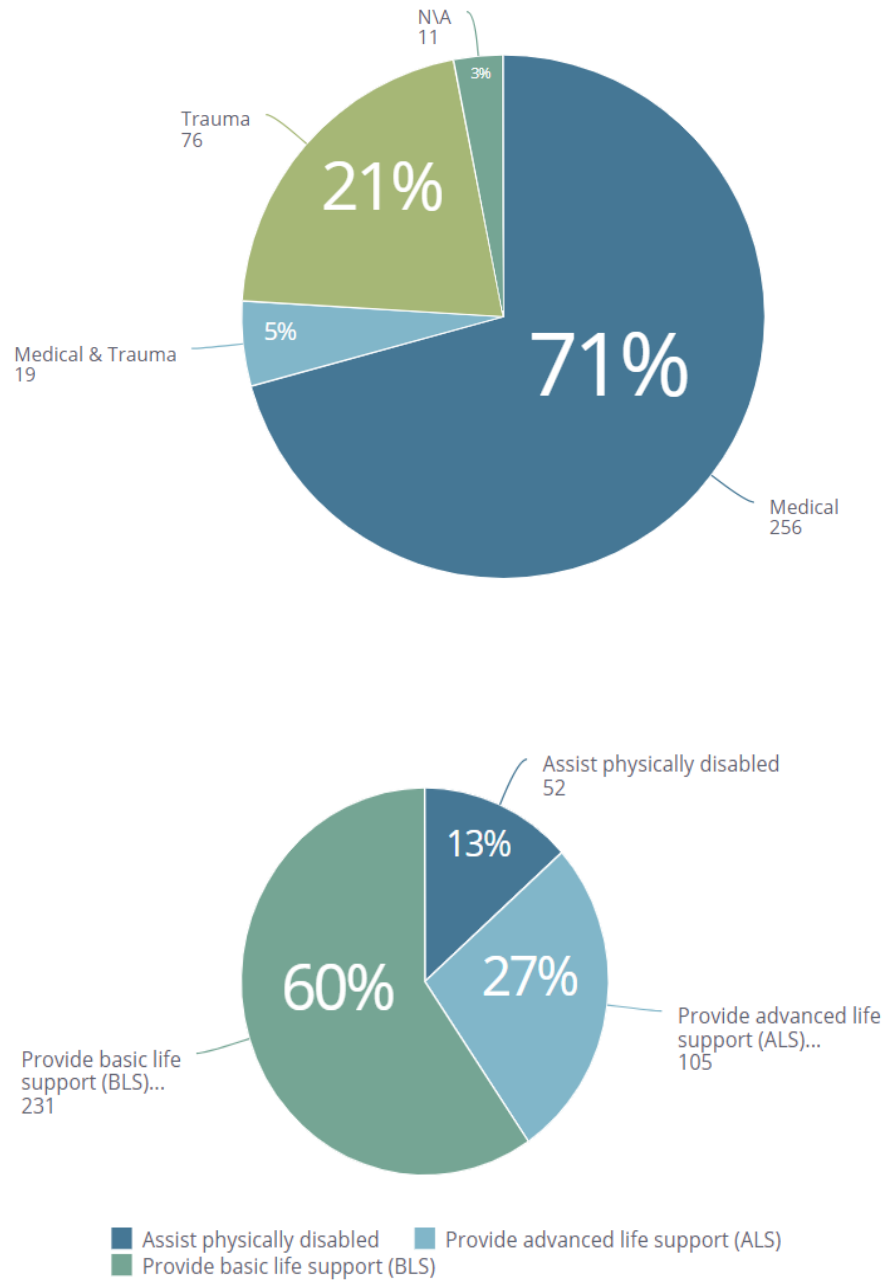
BOC Report, MSO

September 2025

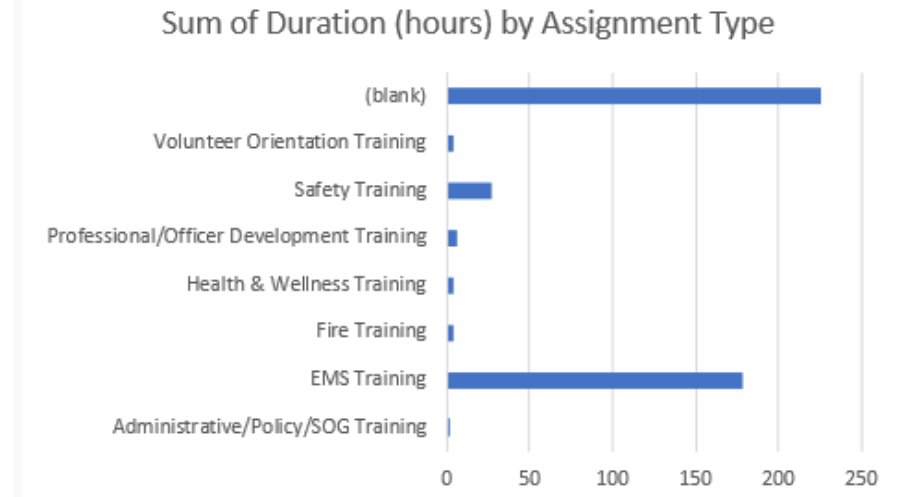
Submitted by: Tammy Ridgway

Meetings	• Smooth Transitions • Jefferson Health Care • Weekly meeting with Dr. Carlbom • EMS Council • CARES Team Meeting • STEMI Meeting with SMMC • BOC Meeting • Meeting with new volunteer • Meet with Chief Black • Budget Committee • EMD Guidelines • Met with BC MacDonald • Volunteer Onboarding
Continuing education and Training	• Target Solutions • EMS Connect • Base Station • Volunteer Drill • With or Without Capnography
Administrative Duties	• Audit of all controlled substances used for previous month • Supplies • Run Review • MSO response 11 calls including 2 fires and 1 CPR • Sidewalk CPR at Farmers Market (contact with approx 90 people) • Run Review with a couple of Volunteers • EMS/Emergency Drill with JHC Watership Clinic • JB Learning • Public CPR Class for 30 Students

EMS Calls



**Department
Wide EMS
Related
Training Hours**



**Sidewalk CPR
at the Farmers
Market was
very
successful. We
engaged with
90 people
during the day.**



CARES Contacts	INITIAL CONTACT 17 FOLLOW UP CONTACT 113 UNABLE TO CONTACT 26 17% 11% 72%																																								
	8. PRIMARY REASON FOR REFERRAL MH 13 SUD 6 GENERAL ASSISTANCE 33 HOMELESS 25 FAILURE TO THRIVE 17 MEDICAL 24 FREQUENT FIRE CONTACT 8 FALLS 30 Other 0 0 10 20 30 40																																								
Naloxone Leave at Home	September 2025 Monthly Naloxone Distribution Survey - Jefferson County EMS Leave Behind Date Survey Completed 10-06-2025 08:17:42 Community Naloxone Distribution How many naloxone kits did your program distribute to clients or participants September 2025? 1 How many clients or participants did your program train on overdose response in September 2025? 1 How many clients or participants reported using their last naloxone kit to reverse an overdose in September 2025? 0																																								
September Expenses	S <table><tr><th>Description</th><th>BARS</th><th>Budgeted Amount</th><th>Spent</th><th>Remaining</th></tr><tr><td>EMS Supplies</td><td>522 72 31 0101</td><td>\$80,500.00</td><td>\$7,850.06</td><td>\$19,627.96</td></tr><tr><td>EMS Medications</td><td>522 72 31 0151</td><td>\$50,000.00</td><td>618.21</td><td>\$24,277.07</td></tr><tr><td>CPR Program</td><td>522 74 45 0101</td><td>\$4,000.00</td><td></td><td>\$4,000.00</td></tr><tr><td>Training/Conferences</td><td>522 74 45 0201</td><td>\$14,600.00</td><td></td><td>\$11,294.40</td></tr><tr><td>EMS Equipment</td><td>522 72 35 0101</td><td>\$15,000.00</td><td>\$2,500.60</td><td>\$8,688.34</td></tr><tr><td>DOH Training Grant</td><td>522 72 35 0251</td><td>\$766.00</td><td></td><td>\$307.36</td></tr><tr><td>Required Training</td><td>522 74 45 0501</td><td>\$12,300.00</td><td>\$575.50</td><td>\$6,128.00</td></tr></table>	Description	BARS	Budgeted Amount	Spent	Remaining	EMS Supplies	522 72 31 0101	\$80,500.00	\$7,850.06	\$19,627.96	EMS Medications	522 72 31 0151	\$50,000.00	618.21	\$24,277.07	CPR Program	522 74 45 0101	\$4,000.00		\$4,000.00	Training/Conferences	522 74 45 0201	\$14,600.00		\$11,294.40	EMS Equipment	522 72 35 0101	\$15,000.00	\$2,500.60	\$8,688.34	DOH Training Grant	522 72 35 0251	\$766.00		\$307.36	Required Training	522 74 45 0501	\$12,300.00	\$575.50	\$6,128.00
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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 Expected in June/July '26
Brush Truck	\$175,000	\$210,000	\$210,000	Chassis- Nov '24, Est. Box completion March '25, Delivered June '25 In Service Aug '25
Ambulance	\$275,000	\$350,000	\$340,000	April '26
Ambulance Remount		\$185,000	\$241,470	Delivered 10/7/25
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.
- While Spartan was reviewing the specs it was discovered that not all of the equipment was added in for the new radio system and a \$1,208.00 change order was signed per engine to allow proper completion.
- 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 April of 2026.
 - The final build specs were submitted to us for review and a change order was signed crediting us back \$7,550.00
- 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
- 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 an 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.
- Pre-build meeting was conducted on May 21st with Fletcher, Wagner and Johnson to confirm the spec. The vehicle has been stripped of all unnecessary items and we are waiting for Braun to give us a date that they would like to receive the vehicle to begin construction.
- Our expected date to receive the vehicle back has been updated to October.
- EJ239 was delivered to Braun Northwest on 6/13 for them to begin the build process.
- The final specs were sent over for review and a change order was signed on 8/1 for an additional cost of \$1,550.00
- While tearing down and testing the oxygen system it was determined that it was leaking and that additional items would need to be replaced. An additional change order was signed for \$900.00
- **Update-** The vehicle was inspected by BC Fletcher and PM Wagner on 10/7 and returned to EJFR. The final purchase price from Braun NW was \$214,858.17. We are currently working on installing decals and cleaning up a few small items to put the vehicle in service which is expected to occur in late October early November.
- **C.A.R.E.S Vehicle (Final Report)**
 - The purchase of a 2024 Ford Maverick was made in July to replace the aging current vehicle with 200,000 miles on it.
 - Lights have been ordered and have arrived, but we are currently still waiting on the arrival of radios so the upfitter can come in and install all of the components.
 - We are attempting to standardize our logos that we use to avoid using something different on each and every new rig that arrives. With doing this we

are trying to standardize the font that is on the vehicles which has proven difficult to match what we currently have. It appears that it was not a standard font, and we are talking with design consultants to see what it would take to recreate the font that we have.

- **Update-** The vehicle was placed in service on 9/22 and is officially completed.



Additional Awareness

- EJ034-2005 Ford F250 former investigation vehicle
 - This vehicle will be repurposed into the new utility vehicle at Station 2 replacing the former 1993 Dodge 2500(EJ710).
 - The snowplow equipment will be moved over to this vehicle off of Brush 2 (EJ395). This will occur after the wildland fire season to ensure that Brush 2 remains in service during that time.
 - The fuel tank from EJ710 will be also moved onto this vehicle.
 - The vehicle has been stripped down and the canopy has been removed placing this unit in service as a new utility truck at Station 2. The additional work on this vehicle will take place in late October as stated above.
 - **Update-** Vehicle is scheduled to have all of the plow equipment swapped over on the week of 10/13.
- EJ575- 1992 Simon Duplex Tender
 - This vehicle was purchase from Bainbridge Island Fire several years ago as a used apparatus to add to our tender fleet as a temporary fix until we were able to afford new tender.
 - It was a very custom built apparatus and there was only one other one built like it which NKFR bought at the same time that we did. They have since recently sold there's.
 - During a wildland response to Brinnon in July the tender overheated and NKFR was unable to assess the damage to the vehicle for several weeks due to other items that needed servicing. When the vehicle was finally assessed it is assumed that the motor has a crack in the cylinder liner and/or the valve head. Without

tearing down the entire motor we are unable to fully diagnose the problems but because there is coolant coming out of the air box of the motor it is safe to assume it would require a full rebuild to be operable again.

- Calls have been made to several service centers in the area and each one of them said that they would not rebuild the motor due to its age, complexity of repairs and inability to acquire replacement parts. This leaves us with a tender that is inoperable.
- Conversations are being had with all the Chiefs to determine the next best course of action for a short-term and a long-term replacement solution.
- WSRB is being consulted as well to determine what our required need for tenders is to see if we can purchase something more basic without reducing our rating.

- **Engine and Tender Movement**

- Due to the catastrophic failure of the tender as stated above some apparatus repositioning has occurred to best provide operational readiness.
- After several emails with WSRB it has been determined that we need a total of seven in service fire engines at any given time with one additional fire engine as a reserve.
- As an organization we have identified that we should have a minimum number of four tenders in service at any given time.
- Station 8 has been operating out of a tender that is also qualified as an engine for at least a decade. The benefit of this is that they have a large water capacity however it only seats two members, it has limited compartment space, and it is significantly larger than a typical fire engine creating access issues. Another downside of having this tender at a staffed station is that typically when the vehicle is needed for water supply the crew is needed for firefighting activities which leaves the apparatus idle on a fire scene with no operator to be able to shuttle water with the vehicle.
- After conversations with all of the chiefs and members of the apparatus committee it was decided that it would be in the organizations best interest if we moved our current back up engine to become the new Engine 8 and that the current Engine 8 would become the new Tender 6. This would return our tender number to four.
- With this comes its own set of challenges meaning that we no longer have our typical back up engine to move into when an engine goes out of service. The solution that was created is that when a staffed engine has to go out of service for any reason the engine from Station 1 will be pulled from Station 1 and put in place of the out of service engine. When this occurs the crews from Station 1 would predominantly respond out of Ladder 1 because it has the capabilities to be a ladder and an engine.

- The exception to this would be that if Engine 8 goes out of service. When this occurs Station 8 would have to swap back into a tender because the engine from Station 1 will not fit in Station 8.
- The last challenge with this movement is that Station 1 regularly backs up Station 2 in their area which causes access problems for Ladder 1. The solution is that if Engine 1 gets moved out of Station 1 one of our reserve engines would move to Station 1 for this specific scenario.
- With all of this movement we still meet the WSRB requirements of seven in service engines and retain one reserve engine.
- The movement of apparatus was made on 9/27



DIRECTOR'S REPORT

September 25, 2025

❖ Projects:

- **CAD upgrade** is underway after being delayed several months because Tyler would not schedule our desired annual spring upgrade. We are moving from version 2023.2 to version 2025.1, which includes a major and overdue upgrade of the GIS back end that provides address verification, mapping, quadrants, etc. The test side was upgraded last week, and the production site is scheduled to be updated November 3 (with a lengthy and total CAD outage required).
- **Fire Primary simulcast system** imbalance in audio levels was corrected by contracted technician last Tuesday. Technicians then completed annual preventative maintenance on all sites in the simulcast system and West End repeater with no major issues identified.
- **Law Primary interference** has been minimal lately with no progress toward tracking it down.
- IT continues to work on **extending our IP network to tower sites** over our microwave system and cellular/satellite backup. Capital funding is proposed in the 2026 draft budget to complete it, making it possible to deploy the proposed simulcast system refresh early in 2027.
- **ESINet connections** for 911 calls remain more vulnerable to fiber outages than our own connections, and the proposed tertiary use of Starlink is still pending. Our own network failed over to Starlink this week due to an extended early-morning PUD maintenance outage, and IT has made some adjustments to network traffic that is allowed to use the Starlink connection to ensure that connection is more reliable when we fail over to it.
- Jeffcom and Pencom continue jointly investigating **cloud-based call-handling** and **cloud-based CAD** systems in hopes of replacing onsite equipment with a hosted solutions. We will need before the end of 2026 to determine whether we are going to replace expensive in-house call-handling equipment and CAD-hosting servers or will shift to cloud-based options for one or both. Agencies including users of CAD, LERMS and Corrections will need to participate in efforts to switch CAD systems.



- **Tower leasing:** IT staff continue discussing our towers with additional tenants where we have space for leased equipment, and we expect to lease space to NOAA for a weather radio transmitter. NOAA's desire for a fixed long-term lease is causing some issues to be resolved because of Jeffcom's lease from WA DNR is not of similar terms.
- **Strategic plan:** Statewide E911 strategic plan will be reviewed and perhaps adopted at statewide conference in October 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. An overview reviewed at the statewide meeting this month showed it to be well on track, addressing each of the areas listed above and nearing completion.
- Jeffcom and Pencom with the assistance of the medical program directors and EMS personnel from both counties have started the process of **updating emergency medical dispatching** guidebooks. We are jointly switching from a now unsupported guidebook from King County EMS to a fully supported program from APCO. Startup expenses include retraining all communications staff at both centers (\$100 per CO for classes taught at Pencom, \$300 for a center manager to oversee the program, \$1200 to certify instructors at Pencom) and printing customized guidecard books (\$2000). Benefits will include freshly updated guidance that matches field EMS protocols, refresher training on EMD for all communications staff and ongoing training and recertification through APCO. Future training for new COs will likely be done online through APCO classes that start every week and run for six weeks, a correction for the vexing issue we currently face of not being able to send new employees to training.

❖ **Budgetary Items:**

- **State equipment grant** application period has opened, and we expect to apply for funding to replace CAD computers and monitors in 2026, to replace network switches and firewalls in 2026 and to replace our server cluster in 2027. Whether the server will be like-for-like or scaled down will depend on our decision regarding moving to a cloud-native CAD. The grant period covers the state's 2025-27 biennium.
- **Current staffing** has dropped to nine full-time, fully trained communications staff including one supervisor, three part-time communications officers filling some shifts. Scheduling is returning to normal in October after being disrupted by administrative leave for the employee who is resigning, though we will no longer have a fully trained CO working the 1000-2000 shift for the back half of the week.
- **Recruiting:** Communications officer trainee that started July 13 continues to progress through training. A second applicant has will start next week on the

opposite half of the week. These are communications positions ten and eleven. Position twelve will be filled only once others are through training.

- **CBA negotiations** will continue at least through October given the current schedule and assumptions regarding meetings and counter proposals.
- **CAD maintenance credit** statement has been provided by Tyler and largely aligns with our records. A portion of it will be transferred to the account of the City of Port Angeles to cover Jeffcom's third of shared-cost items for the core CAD system, for which Jeffcom is no longer invoiced directly by Tyler. The remainder will be applied to Jeffcom's pending 2025 invoices from Tyler. Discussion continues with Pencom about the extent of those shared-cost items.

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

- **August communications-staff overtime** remained high at 308 hours among nine fulltime communications staff not on leave (July's was 352, June's 254, May's 210).
- **Found Therapy** Services continued sit-in appointments with all shifts, and we offered staff slots at EJFR's second of two scheduled days of private, off-site wellness appointments. Staff continues to show growing trust in that relationship and have started greater making use of Found Therapy resources.
- **Office relocations** are in process. We will work in stages to move the finance manager out of the EOC, then director, then records specialist, then public-education supplies, and finally making space for a second supervisor.

❖ **External Relationships:**

- A **User Group** meeting was held September 9.
 - ◆ Jeffcom mentioned that telephonic interpretive services for officers on scene should not be billed to Jeffcom's grant funding for 911 interpretive services, so agencies need to redistribute to instructions on using their own accounts.
 - ◆ Debriefed progress on the shift to using their table app to update unit statuses and related issue with units from all districts clearing calls entirely and resultant confusion or Jeffcom having to reactivate calls.
 - ◆ Discussed upcoming debriefing of the recent use of the Navy helicopter for a medivac.
 - ◆ Discussed records entry by Jeffcom and what additional records work can be done by staff of LE agencies.
 - ◆ Discussed upcoming project by Jeffcom and Pencom to change APCO emergency medical dispatching guidance and an invitation/request for representatives of fire agencies in both counties to help.
- Draft amendment to the MOUs with Jefferson County and City of Port Townsend for **law-enforcement records services** was refined and sent to JCSO to go through the county's risk/legal review. Similar process with City of Port Townsend has not been started.

❖ CFS and Call Data: January 1 through September 19, 2025

• Fire/EMS calls by agency

Agency	CFS count YTD	CFS count LYTD
EJFR	4218	4126
QFR	432	426
BFD	499	438
DBVFR	84	102
Total	5233	5092

• Law Enforcement calls by agency

Agency	CFS count YTD	CFS count LYTD
JCSO	10538	9477
PTPD	6261	6570
Total	16799	16047

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

Pick-up Time	Call count YTD	Cum. % YTD	Standard
0-10 sec	12838	99.33	n/a
11-15 sec	61	99.80	90%
16-20 sec	16	99.92	95%
21-40 sec	10	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	12925		

• 911 Call Averages

Metric	YTD Average
Ring time	2.95 sec
Hold time	0.69 sec
Talk time	107.68 sec

• Non-911 Calls

Metric	YTD
Number of outgoing calls	6155
Number of incoming calls	14016
0-10 sec pick-up time	99.18%
Average ring time	3.25 Sec
Average hold time	6.78 sec
Average talk time	100.17 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 FINALIZED June 2025 Refine and update our fiscal processes to ensure our fiscal resilience.	- Establish an internal budget committee. - Update financial-related policies and procedures. - Empower program managers to run their projects with greater autonomy while ensuring they follow financial practices.	FC/Finance Director	- Internal Budget Committee Established summer/2022 - Credit Card and Procurement Policy/SOG update March 2023 - Establish financial forecast template - Program workbooks establish March 2023 - Finance Director has developed financial forecast for the next ten years. 7/2025	- Adopt related SOGs for permanence. - Updated 3/2023 - Implemented 3/2023 2024 workbooks posted on sharepoint - New Finance Director has started updating our SOP/SOG's Fall 2024. - Program managers are being mentored by Finance Director. Fall 2024 1/2025 Tanya and Roy are meeting will program managers to help them with purchasing and budget management for their programs. Getting great feedback. - FC has updated program management expectations and tracking, 7/2025.

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. - Integrate software for resource management. CHECK-IT to be implemented for inventory and repair tracking - Maintain a strong culture of resource stewardship.	- Emily - Lead -Wes Lueders Plus Pete/Tanya/Terri - Tanya/Terri - DC Brummel	- Sharepoint Spring/Summer Fall 2023 - TEAMS implementation has started. 2024 - Check-it has been procured U.I. is being loaded with current inventory. - Update capital replacement procedures and restore appropriate funding Check it for repair and inventory management	- Migration to Sharepoint began 12/23 - Business/HR Manager Stewart continues to focus on training staff to be more efficient and increase communication. - Finalizing database, presentation by Brummel 12/24 - Finance Director tasked and program managers are updating. Fall/winter 2024 - Check-it is fully implemented, 7/25 Fleet vehicle replacement is completed. 8/25 Roy is working with Facilities Managers to establish capital replacement planning documents. 3/25 - continues - Station 3 is no longer occupied by EJFR. 7/15/25

Goals	Short-term Action Steps	Lead	Key Milestones & Deliverables	Notes
1.3 Build community support for revenue opportunities and provide robust ongoing public communications.	▪ 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.	▪ FC and Staff	▪ 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. Due to launch in June 2025. ▪ Newsletter launched 7/25	▪ 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 \$

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. - 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.	- FC - FC	Update City & County ILAs Clarify and refine EJFR's roles and responsibilities - Fire Prevention Summit with JC BOCC completed 10/25	- 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. Finalized, waiting for signatures. Signed 6/5/25 - Staff support for the airport master plan. - Still waiting for development of FM services agreement with the County. 4/2025. - Negotiation with JC for FM services. 7.9.25 – ongoing, rebuttal provided to JC 10/1/25.

Goals	Short-term Action Steps	Lead	Key Milestones & Deliverables	Notes
Initiative 2. Strengthen our core emergency response services.				
2.1 <i>FINALIZED June 2025</i> Adopt deployment performance goals as District.	- 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	- Adopted minimum staffing January 2023 - Establish other performance goals per Title 52	- Completed 1/2023 - Completed 5/2023 5/2024 implemented alternate ALS response plan. 10/24 Updating districtwide response plans. - Cross-staffing implemented December 2024. - Update Policy Statement 7/25
2.2 Reduce call processing and crew turnout times to more closely align with best-practice goals.	- Establish realistic standards and monthly reporting. - Use training and technology to facilitate compliance.	FC & Staff	Increase capability and capacity for staff to generate reports.	- 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 - CAD Geo-Fencing has been implemented. 5/25 - CAD push button status update finalized 10/25 reducing workload on dispatchers.

Goals		Short-term Action Steps	Lead	Key Milestones & Deliverables	Notes
2.3	Increase daily staffing to improve response performance and crew safety.	- 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. - Evaluate the advantages of a peak demand model and/or alternate shift schedule.	FC & Staff	- Adopt policy in compliance with Title 52 - Update Response Plans and Run Cards	- 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. - MOU adopted for 56+1 staffing 8/25
2.4	<i>FINALIZED June 2025</i> Prioritize and implement resources to provide the best return to our customers.	- 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	- Complete amended WSRB Rating - DONE!	- 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 FINALIZED June 2025 Maintain EJFR's high EMS standards and return of spontaneous circulation rate.	- Work with established groups to formalize long-standing efforts, including: - 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	- Re-ignite the CPR program - Recruitment of new CPR instructors is underway - Update Patient Care Procedures (PCP) and response procedures.	- 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. 2024 CPR CARES stats have been published (see attachment)
2.6 Address immediate and long-term facility needs.	- Develop an interim facilities plan describing how we would invest levy funds beginning in 2024. This plan should address: - 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	Spring 2023, establish facility work group, prioritizing station improvements, facility development, locations and possible property disposal	- Hiring of Facility Tec DONE 7/1/2024 - Station 3 is no more. - Facilities analysis in progress. - Station security enhancements are underway. - Valuation completed for Boat Haven and airport. Negotiations to begin 10/25.

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	Increase trained responders to ensure we meet District-set minimum capability standards in identified risk groups.	- DFC Brummel - CRM Wittenberg	- Proposed for 2024 Budget - Conduct a Community Risk Assessment compliant with NFPA and CRR standards.	- 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 started the Boston Program 4/25 - Spring 2025 PM testing underway. One member proposed to start Medic 1 fall of 2025. Waiting list confirmed. 2 members attending NFA special ops management, fall of 2025. - Specialty Pay discussion is underway 10/25.
3.2	Expand our fire prevention program to reduce risks to fire fighters and community members	- Prioritize crew visits to low frequency/high risk facilities. - Initiate reengagement with the community for life/safety inspections.	- CRM Wittenberg - CRM Wittenberg	- Resetting interagency roles - Inspections were restarted in January 2023. - Implemented fire prevention service contract with the City.	- CRM and CRA hired 5/2024 - Senior staff attending NFA CRR Management, July 27.

Goals	Short-term Action Steps	Lead	Key Milestones & Deliverables	Notes
3.3 FINALIZED June 2025 Partner with our community to prevent and respond to increasing wildland fire risks	- 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.	FC	- Develop content and format for community messaging - Messaging at Famer's Markets and other public outreach - Collaborate with County/City partners and establish CWPP - CWPP development group rebranded as JC Wildfire Alliance.	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. Summer 2025 - Community Wildfire Defense Grant in final development with other county partners >\$2,000,000. denied - DNR Ready Neighbors grant continues to grow. We have signed three addendums, increasing the inspections to 200+. - Ready Neighbors funding ended, but inspections continue.

Goals		Short-term Action Steps	Lead	Key Milestones & Deliverables	Notes
3.5	Collaborate with regional partners to establish a robust mobile integrated healthcare program	Continue to seek funding opportunities and explore interest among key partners, including Jefferson County Public Health, Jefferson Healthcare and others.	FC	Pursue grants for continued CARES funding Cultivating input from various stakeholders We are supporting a grant proposal from BHC to analyze frequent callers and CARES impact.	Completed 2/2023 In progress - AWC CARES grant funded \$202K for 2024/25 - CARES 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	- 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.	DFC Brummel	Seek funding and grants	- In progress - Safety Program Manager course taught in February 2025.

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	- 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.	BC MacDonald		
		Broaden workforce participation in fitness/wellness practices.	- Brummel - HR Manager Stewart	- Broaden annual medical evals and injury recovery - Reviewing ergonomic consult/coach 7/2025	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. - Scheduling family MH workshops this summer. - CISM performed for threshold events in June/July - CISM SOG in development 10/25 - Annual physicals and ONETEST provided to all EJFR staff, 9/25.
4.3	Formalize and strengthen professional development and career track processes	Begin planning for medium-term efforts.	DFC Brummel & Training Officer		- Training Captain implemented 1/2024 - No more PIC's. All stations are NFPA 1021 compliant. 3/25 - Training Advisory Committee planning January meeting.

Goals	Short-term Action Steps	Lead	Key Milestones & Deliverables	Notes
4.4 <i>FINALIZED June 2025</i> Ensure recruitment efforts align with the needs of the organization	- Identify current and future retention and recruitment needs of the organization. - Establish staffing and recruitment plans.	E1		2/2024 Establishing PM eligibility list. 4/11/24 Three new PM FTE's offered employment. - Lt. promotional exam, January 2025. - Promoted Lt. to fill vacancy July 1, 2025.

**JEFFERSON COUNTY FIRE PROTECTION DISTRICT No. 1
RESOLUTION NO. 25-11**

**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 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 21st day of October, 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

Items still being added, will have complete list by BOC Meeting time

2025 Upcoming Events

Group	Event	Date
2025		
October		
EJFR	Farmer's Market - Fire Prevention Week	10/4/2025
EJFR	Fire Fest	10/11/2025
BOC/Admin	JC Comm. & Admin Prof. Mtg	10/16/2025
BOC/Admin	WFCA Annual Conference	10/22-10/25
November		
EJFR	Farmer's Market - Cooking/Kitchen Fire	11/8/2025
BOC/Admin	Public Budget Hearing	11/18/2025
December		
EJFR	Farmer's Market - Heating Safety	12/6/2025
EJFR	Annual Recognition Banquet	12/13/2025
BOC/Admin	JC Comm. & Admin. Prof. Banquet	TBD

From: mabramson@telus.net <mabramson@telus.net>
Sent: Thursday, October 16, 2025 10:48 AM
To: Chief <Chief@ejfr.org>
Subject: Excellent Customer Service - Roy Lirio

Chief Black –

I want to take this opportunity to let you know how much I appreciate Mr. Roy Lirio's assistance to me on the telephone this morning.

I had been trying to verify that burning of yard debris was now allowed. I had no luck searching through Jefferson County's websites pertaining to the Fire Marshall's office, which occupied an hour of my time. Telephone calls to two different phone numbers went to voice mail, Fortunately, there was a reference (<https://www.co.jefferson.wa.us/1753/Resources>) to the East Jefferson Fire Rescue with a phone number.

When I called, Mr. Lirio answered. He was extremely knowledgeable about the subject. He also took the time to walk me through the various pages on your website (ejfr.org) including taking me through the Land Clearing and Buring policy (#4007.) He made sure I was aware of the restrictions and recommended practices for safe burning of yard debris. And as an aside, In our interaction he was extremely polite and well-spoken...a trait that is notable in these times.

I have bookmarked your website as it clearly provides information that will be useful to me in the future.

In conclusion, I want to add that Mr. Lirio puts a great face on your organization. I'm sure this is not the first time he has been so helpful to people in the community. You should be thankful that he is a part of East Jefferson Fire Rescue.

Regards,

Michael Abramson
Shine Road



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

**BOARD OF COMMISSIONERS
MEETING MINUTES FROM September 16, 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, Gene Carmody and Steve Craig.

Admin Staff: Deputy Chief Brummel, HR Manager Stewart, MSO Ridgway, CRM Wittenberg, Finance Manager Roy Lirio and District Secretary Cray.

1. AGENDA CHANGES – The HR presentation will be bumped until HR Manager Stewart is able to log in virtually. Item D added to New Business to Consider the Stryker Contract Addition.

2. CONSENT AGENDA

- Approve Minutes from August 19, 2025, Regular Board Meeting.

VOUCHERS

- Approve General Fire expenditure warrants dated August 26, 2025, August 28, 2025, and September 5, 2025, totaling **\$163,780.36**
- Approve EMS expenditure warrants dated August 26, 2025, August 28, 2025, and September 5, 2025, totaling **\$44,147.90**
- Approve payroll expenditure warrants dated August 18, 2025, September 4, 2025, totaling **\$874,721.83**.

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

3. LIST OF CORRESPONDENCE – No correspondence received this month.

4. PUBLIC COMMENT – No public comment given.

5. PRESENTATIONS – Moved to follow Old Business.

6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS – The Board reviewed items in the media spotlight.

7. STAFF REPORTS – Brummel gave the Board a summary of his trip to the National Fire Academy. The class chose EJFR’s Marine program to use as the class project. They focused on staffing and what it would take for a more robust response.

Wittenberg noted that we are hosting a weeklong Child Passenger Safety course next week at Station 6. Erin Murray is attending that following her return from Spokane for the Youth Fire Setting Investigator course.

September 16, 2025

Lirio gave a brief update on the 2026 budget development. We are two meetings in and have \$1.5million in requests to review. The process this year is more streamlined and is adding value to our meetings.

MSO Ridgway announced Jesse Cordova was able to get into the Medic One PM training program at the very last minute from the waitlist. Staff were able to get his apartment lined up in under a week. He just completed his first week.

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 – None report.

D. Apparatus Committee – BC Fletcher reported the new brush unit is now in service. The remounted ambulance is expected in October. We have a new project manager for Braun Northwest, and he is doing well. The new CARES rig will be ready on Monday. The old CARES rig is now a utility/backup. We did lose a tender that is beyond repair.

E. Facilities Committee – did not meet.

9. JeffCom Report – CAD upgrade likely coming in October.

10. LOCAL 2032 REPORT – None.

11. PUBLIC COMMENT - Agenda items only – None.

12. OLD BUSINESS

A. Levy Lid Lift Discussion – Stinson stated that two decisions need to be made: the levy rate to ask for as well as which election to run the lid lift in. Lirio gave an overview of possible levy rate scenarios. He discussed the 1% cap on revenue and current inflation rates causing costs to rise at a higher rate than revenues resulting in a degrading fund balance.

The board discussed several different scenarios and noted that we must set a rate that will allow for enough revenue to be generated to keep us from having to go back out for a lid lift for three-four more years. While also keeping in mind that we don't want to ask for too much.

Seabrook asked about lid lifts that include a built in CPIU inflator. More research will need to be done on that topic. Craig suggested a levy rate in the \$1.30-\$1.40 range, any more may be hard to justify in our tough economic times. Davis would like to go to \$1.45 and if that fails, we could run it again at \$1.40. He noted that Port Ludlow has always been very supportive of the Fire District levies. Masci agreed with Davis. Stinson noted hesitation with a CPIU inflator but stated \$1.40 would be the highest she is comfortable with. **MOTION:** Masci moved to set a levy lid lift rate at \$1.40 per thousand of assessed value. Seabrook seconded the motion which carried unanimously.

The board discussed the timing of when to run the lid lift. There are four possible options: February, April, August and November. Cray noted that if we wait until the November election, it requires staff to create two budgets, one for each possible outcome. Discussion of election date centered on

having enough time to run it again if it fails. **MOTION:** Masci moved to run the lid-lift during the February 2026 election. Seabrook seconded them motion which passed unanimously.

HR Presentation – HR Manager Stewart gave a short presentation on merit-based salary increases. This is a metric that compares an employee’s actual salary to the mid-point of the salary range for their position. This helps assess internal pay equity, performance and market competitiveness.

Administrative Policy allows for adjustments of up to 4% base salary. The Board may consider annual evaluations, EJFR’s fiscal situation, fiscal impact of other strategic goals and the employees’ total compensation relative to other comparable agencies in our region. If the Board were to apply this process for all administrative staff based on the highest performance appraisals, it would cost the district between \$17,805 – \$28,632 for 2026.

13. NEW BUSINESS

A. Policy/SOG Updates – The Board reviewed the following updated SOG.

SOG 5010d EMT Requirements

B. – Resolution 25-09 Surplus of District Property– **MOTION:** Masci moved to approve resolution 25-09 as presented. Craig seconded the motion which carried unanimously.

C. Resolution 25-10 – Finance Director Lirio noted the ambulance transport fees are reviewed annually and compared to our neighboring agencies. He noted the proposed rates are carefully considered to not be the highest in the area. He estimates about \$62,000 in annual revenue increases. **MOTION:** Seabrook moved to approve the new rates as presented in Resolution 25-10. Craig seconded the motion which passed unanimously.

D. DP- Consider Stryker Contract Addition and Purchases – While in our budget review process, MSO Ridgway had made a request to add 2 power cots, load systems and stair chairs to standardize our ambulances. Along with this she also requested the CO upgrade and LifePak 35 modems for the existing 8 ambulances already under our Stryker Lease. There is a 5% cost savings if we agree to purchase these items by October 1st. The actual purchase would occur in 2026. Craig noted that these gurney systems are the single most important piece of equipment we use. Consistency across the fleet is a safety component. Masci moved to approve the request to purchase the items with the 5% savings. Craig seconded the motion which passed unanimously.

14. UPCOMING TOPICS/EVENTS –

GOOD OF THE ORDER – Brummel thanked everyone for their flexibility and problem solving while he was covering for Chief Black’s vacation. He added that he has been investigating a new data analytics program, Dark Horse. We would be able to capitalize on a lower rate by tagging on with the Kitsap agencies who all use it. More to come in the near future.

ADJOURNMENT

Stinson adjourned the meeting at 4:39pm.

Jefferson County Fire District 1

Deborah Stinson, Chair

Dave Seabrook, Vice Chair

Geoffrey Masci, Commissioner

Steve Craig, Commissioner

Ed Davis, Commissioner

Gene Carmody, Commissioner

ATTEST:

Tanya Cray, District Secretary

September 16, 2025

Sent: Friday, October 10, 2025 6:40 PM
To: Chief <Chief@ejfr.org>
Subject: Response to a gas leak at my house

October 10, 2025

Dear Chief Black,

I had a gas leak at my house in the workshop today and I called 911 to get it checked out and the gas shut off. I want to call your attention to the quick response from the fire fighters including Aaron Parker and BC Justin Fletcher. They shut the gas off at the workshop shut-offs and at the main tank. They donned respiratory equipment and checked for the leak and there was enough gas collected in the workshop to set the alarms off. They opened the building to air it out and used a fan to remove some of the gases and stayed until the gases had dissipated. I contacted a local propane service company and will be arranging with them to have the system and the heaters safety checked and repaired as needed. Everyone did a great job and I commend their professionalism. Thank you.

Sincerely,

Diana Whitney

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Sent: Thursday, October 16, 2025 10:48 AM
To: Chief <Chief@ejfr.org>
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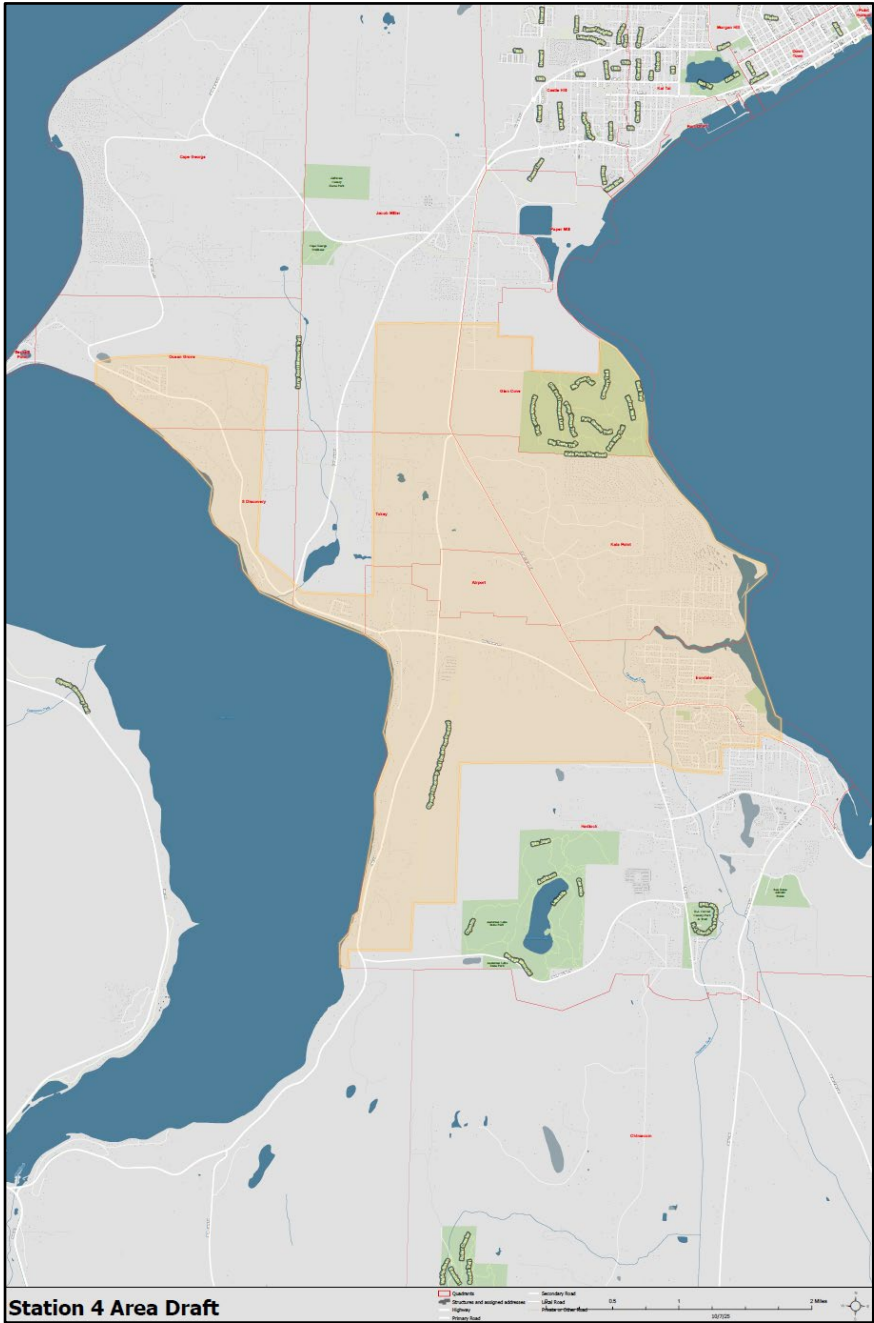
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Regards,

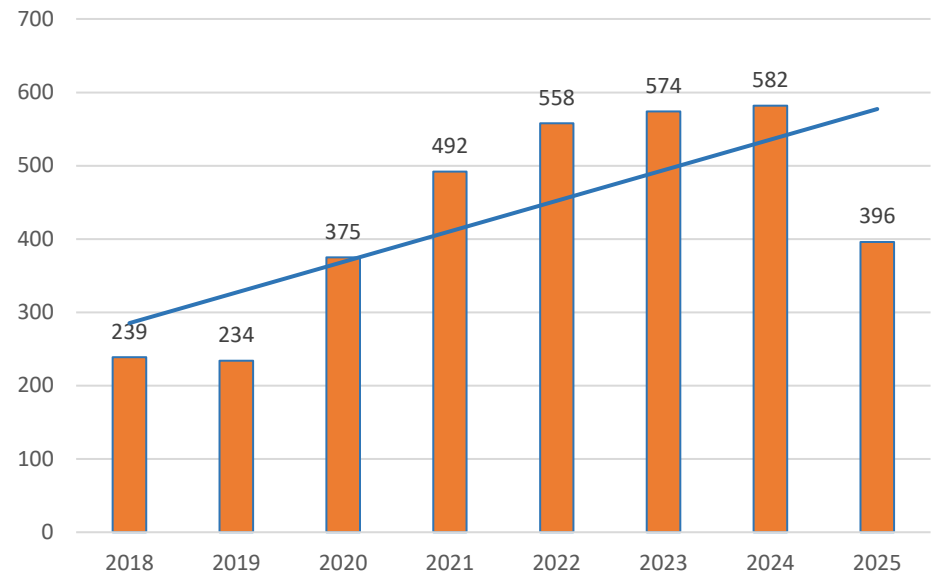
Michael Abramson
Shine Road



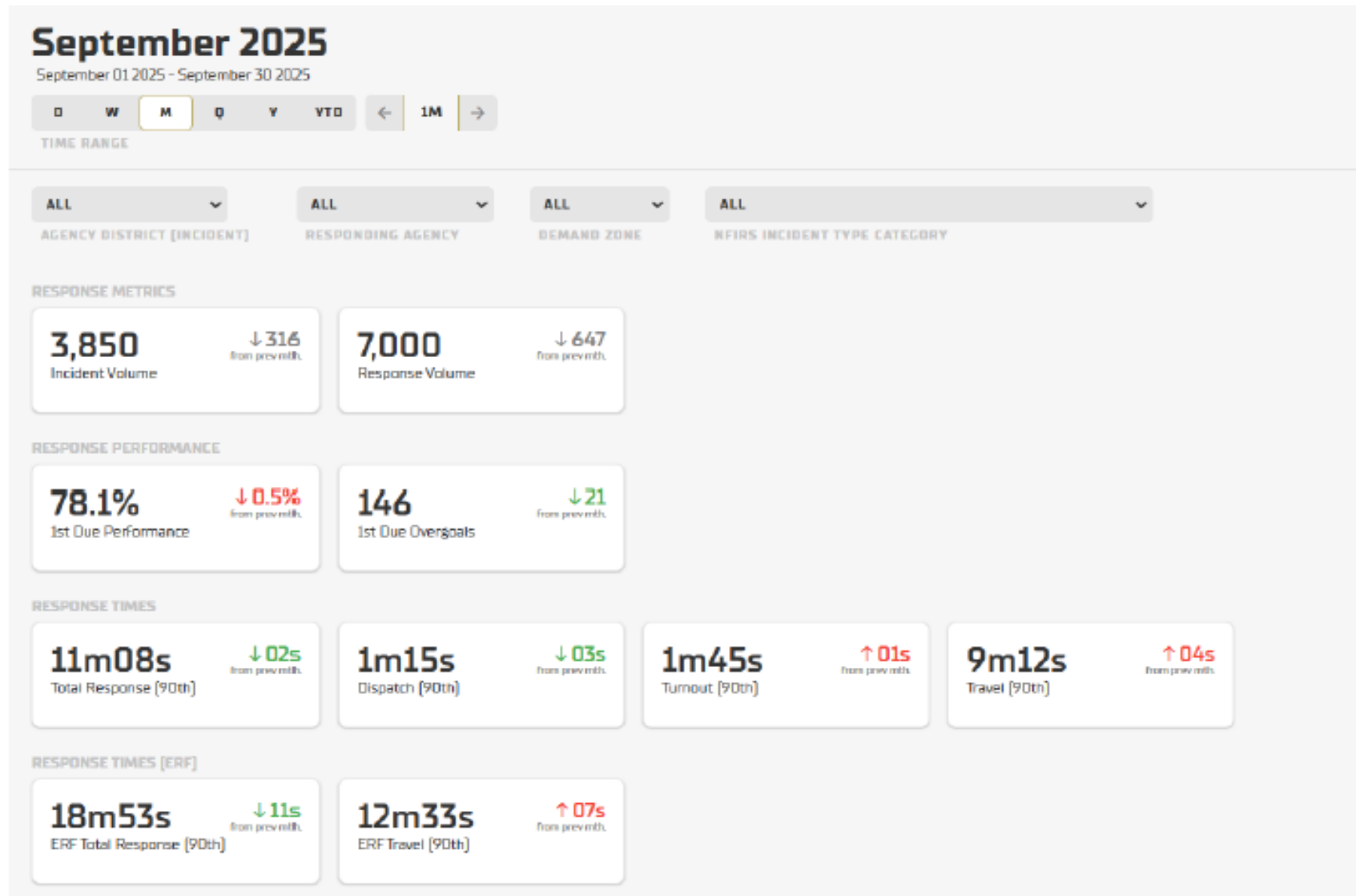
Hypothetical Station 4 Area

Quadrant	2018	2019	2020	2021	2022	2023	2024	YTD 2025
Kala Point	137	124	142	153	182	201	244	148
Airport	76	81	45	71	53	59	45	10
Tukey	0	0	0	0	2	21	26	8
South Discovery	26	29	14	10	10	18	13	3
Glen Cove			6	7	8	7	4	3
Ocean Grove			18	15	20	14	32	19
Hadlock	Unk	Unk	67	124	170	131	109	110
Irondale			83	112	113	123	109	95
Total	239	234	375	492	558	574	582	396

Call Volume by Year



This is from our HQ tab. As people get more familiar with the app, I expect the number of tabs here to decrease. Think of this as the 25,000 ft view.



—continued from the same screen . . .

September 2025

September 01 2025 - September 30 2025

D W M Q Y YTD

← 1M →

TIME RANGE

RESPONSE TIMES [ERF]

18m53s
ERF Total Response (90th)
↓ 11s
from prev mth.

12m33s
ERF Travel (90th)
↑ 07s
from prev mth.

RESPONSE TIMES [1ST ALS]

17m41s
ALS Total Response (90th)
↑ 27s
from prev mth.

11m17s
ALS Travel (90th)
↓ 12s
from prev mth.

RESPONSE METRIC BREAKDOWN

3,192
Incidents Attended - by Station/Shift
↓ 304
from prev mth.

6,288
Responses - by Station/Shift
↓ 467
from prev mth.

1m45s
Turnout (90th) - by Station/Shift
↑ 01s
from prev mth.

UTILIZATION BETA

10.4%
Unit Hour Utilization
↓ 0.3%
from prev mth.

3,716
Calls with Concurrency of 2+
↓ 329
from prev mth.

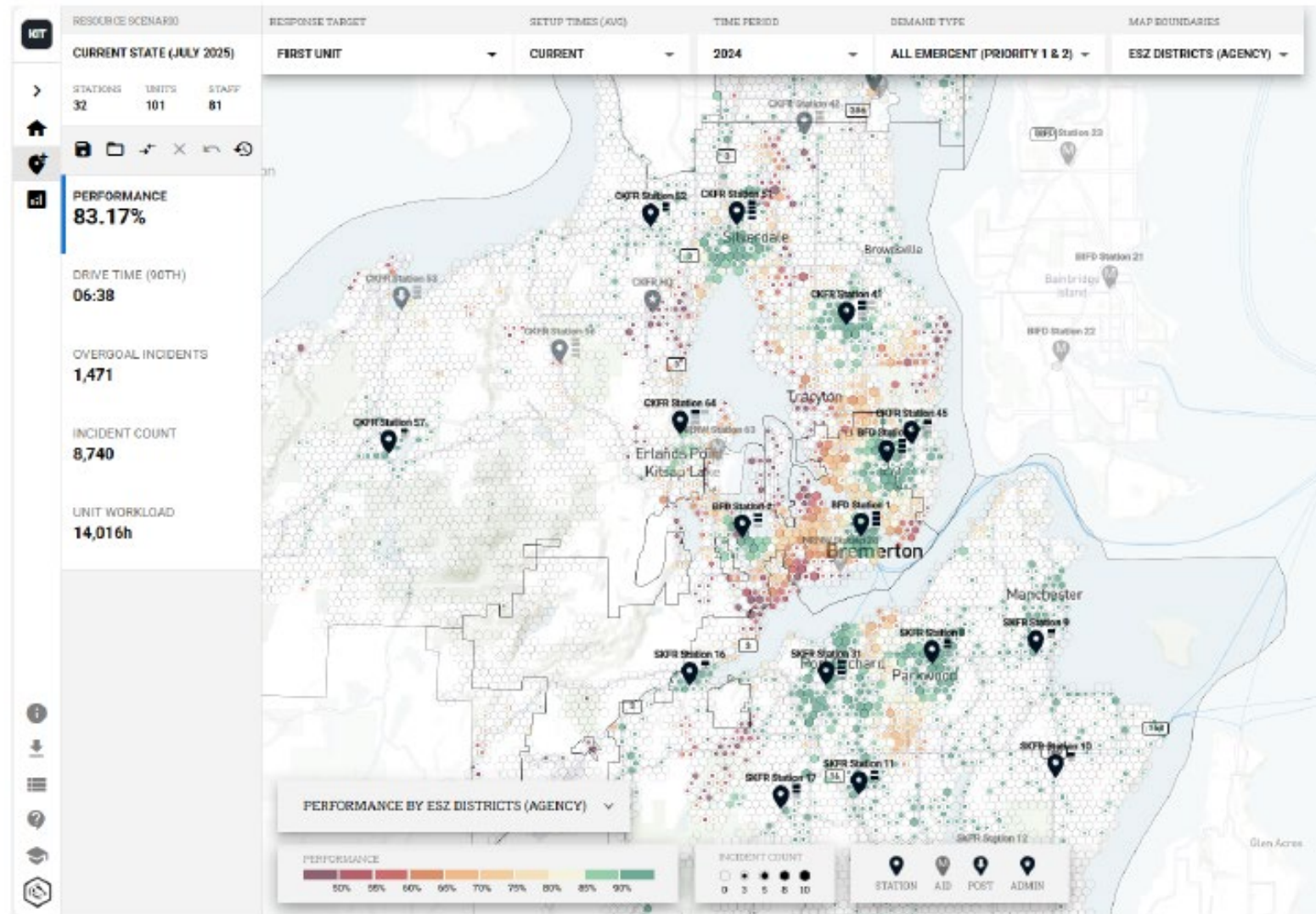
69.8%
Station Response Reliability
↑ 4.3%
from prev mth.

REPORTS

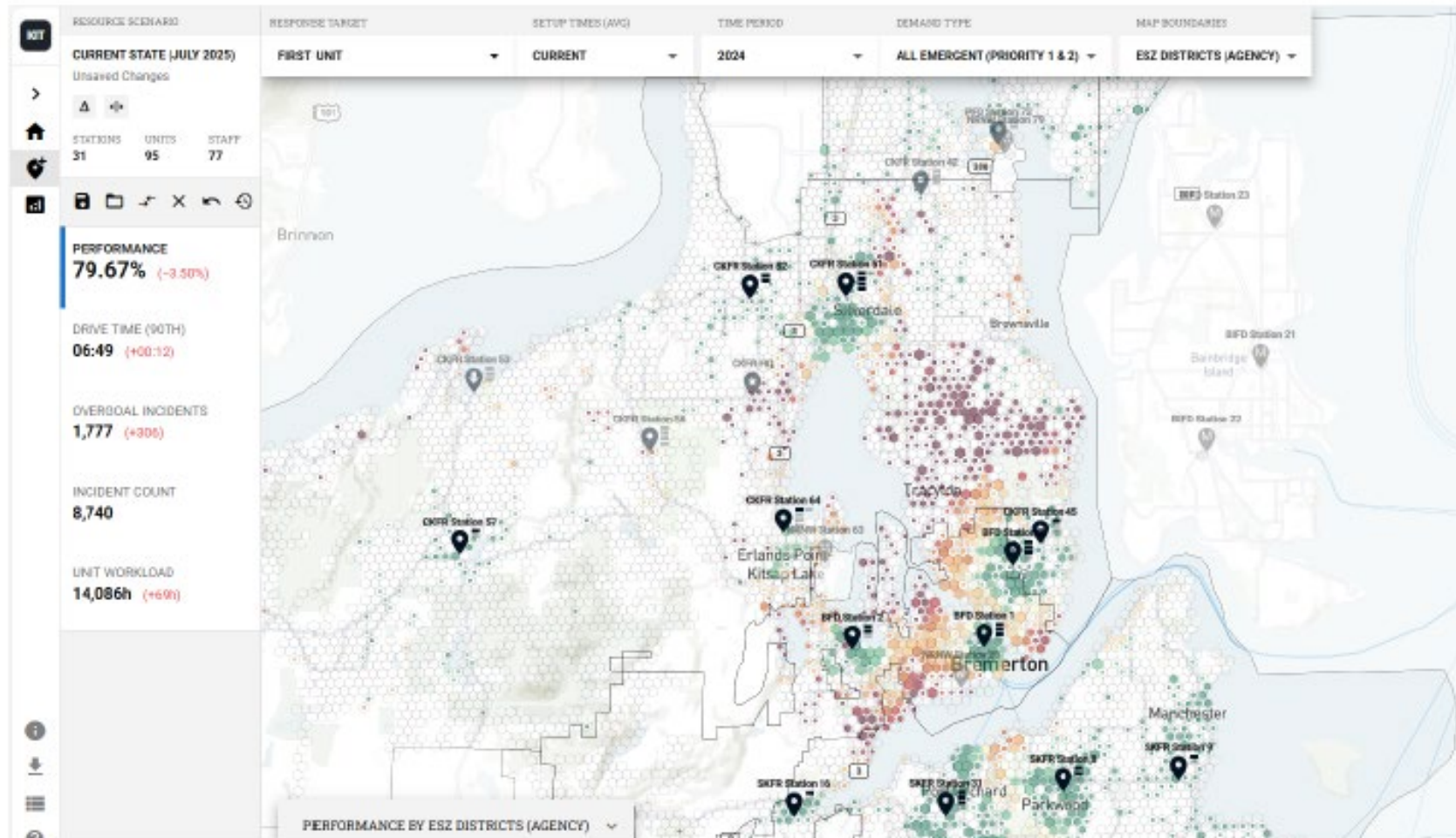
Configuration Notes

Strategy | Updated: Feb 04 2025

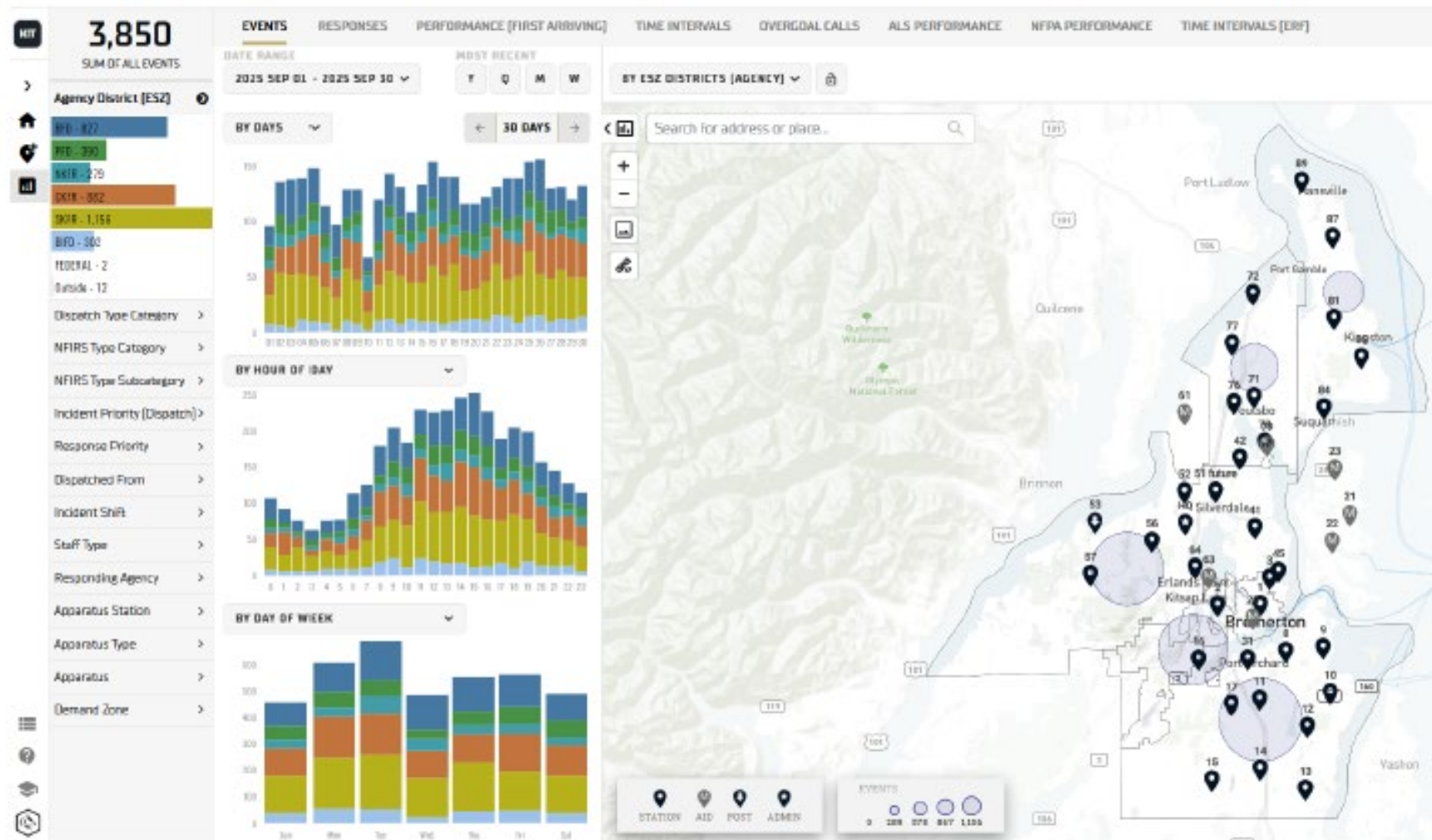
This is the view for Deployment. Deployment is the sandbox where you can alter your current standards of coverage to look for improvements in staffing, apparatus assignments, station locations, etc



Notice the screen color change in this picture. When we close Station 41 for rebuilding, it will leave a large area (colored deep red) identifying the response challenge for CKFR in this division.



Diagnostics is the “heartbeat” of the system, where your historical agency information (approx the last 5 years) is available to dig through for QA/QI





Celebrate Fire Prevention Week 2025!
Saturday, October 11th 10am - 2pm
Station 1, 701 Harrison St, Port Townsend

East Jefferson Fire Rescue Fire Prevention Week
Creative Coloring & Art Contest

Winners will be chosen in each age group:
Age Five and Under / Age 6 - 11

First Prize: Pizza Party at the fire station for up to 10 friends and family!

Drop off your entries at the EJFR Administrative Office
24 Seton Rd, Port Townsend, by Friday, October 10th

Winners will be announced at the 2025 Fire & Rescue Fest, October 11th



Sparky says: Put phones and tablets on something hard when you plug them in.



sparky.org • sparkyschoolhouse.org



Name _____ Age _____ Phone: _____

Meet Your Firefighters

by Ron Dawson, EJFR Community Outreach Volunteer



Meet Ryan Floberg, a firefighter and EMT at East Jefferson Fire Rescue, who has been with the fire service for three years. He started his career at the fire academy and began as a volunteer with the Brinnon Fire Department. He decided to become a firefighter because of the service it provides to the community. He learns something new every day, and the job keeps him fit. He likes the brotherhood with the other firefighters, the trust he is given, and the respect that is given to the position he holds.

Ryan lives in Gig Harbor, has a wife Cosette and a ten-month old baby boy, Syver. When away from the job, he likes being outdoors, likes the fact that we are in a country setting, enjoys working on mechanical things, tries to stay fit, and enjoys activities with his family.

The thing he likes best about his job is working in our community, the other firefighters, and the people he meets while doing his job. He enjoys meeting people in his same profession in other departments. The hardest part is trying to make the best decision possible and meeting the needs of the people he is trying to serve. It can be challenging to deal with mental health issues, different cultures, and other factors when dealing with the public.

Ryan enjoys humor and likes the opportunity to laugh with staff members and the public he serves.

His goals are to learn more about the elements of his job and to also grow his pressure-washing business that he has on the side.

Ryan is strongly committed to his job, loves the community service it provides, and carries a wonderful attitude toward his work. He is a pleasure to interface with.

Port Ludlow Resident Hopes to Serve

Stu Kerber is a Pacific Northwest native who has resided in Port Ludlow for nine years along with his wife Hilary and two young sons. He holds a BA in Finance from Gonzaga University and a graduate degree from University of Pennsylvania's Stonier Graduate School of Banking.



Stu is passionate about the hospital, and his goal, first and foremost, is that the hospital system remains financially sound. For eight years, he's been a partner in a financial services firm specializing in assisting farmers with generational transitions and financial turnarounds.

He believes his finance career in commercial banking and change management uniquely qualify him for position of hospital commissioner.

Stu is passionate about community involvement and Jefferson Healthcare's vital role in local lives. For more information or if you have questions, please visit KerberForHealth.com.



Upcoming Events for October

October will be a busy and informative month for East Jefferson Fire Rescue (EJFR), beginning with Fire Prevention Week, which is scheduled for **October 5 – 11**. This year the focus will be on how to safely buy, charge, and recycle lithium-ion batteries.

The 4th Annual Fire Rescue Fest will be held at Station 1, 701 Harrison Street in Port Townsend on **Saturday, October 11**, from 10 a.m. – 2 p.m. This event celebrates the history of fire service in Jefferson County, with firefighter demos, skills competitions, and fun and interactive activities for kids and adults. Additional information about these events can be found at EJFR.org.

This year's National ShakeOut drill will take place on **Thursday, October 16**, at 10:16 a.m. The Jefferson County Department of Emergency Management strongly encourages area residents to participate in the Drop, Cover and Hold exercise. For more information and to register your neighborhood or group, go to shakeout.org/washington. More information can also be found at mil.wa.gov/earthquake.

If you have questions about the services EJFR provides, log into EJFR.org or call 360-385-2626.

More information about the Department of Emergency Management can be found at bit.ly/jeffcoec or call 360-385-9368.

Port Ludlow Garden Club

Can you think botany, ethnobotany, horticulture, and interpersonal connections through plant cultivation??? If you are intrigued, then be sure to attend this month's presentation for the Port Ludlow Garden Club on orchid cultivation. There will be plants available for purchase as well.

It promises to be an outstanding presentation and well worth your time.

Ryan Russell serves on the board of the Northwest Orchid Society, where he previously held the role as president. We are fortunate indeed to have an individual with these credentials present to us at the Port Ludlow Bay Club, 120 Spinnaker Place on **Wednesday, October 8**, at 11 a.m.

Refreshments are provided and we do ask for members and guests to RSVP by **October 3** to portludlowgardenclub@outlook.com. Non-members are welcome with a \$5 donation.

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.

August Alarms

Fires.....	9
Rescue/Emergency Medical	326
Good Intent	43
Hazardous Conditions	5
False Alarms	46
Service Call	77
Total Alarms	506

Ambulance Transports

911 Transports.....	196
Hospital Requested Transport.....	0
Non Transports.....	126

CARES Contacts.....	147
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Martha's Book Group - *The Burgess Boys*

Martha's Book Group will be discussing Elizabeth Strout's fourth published novel, *The Burgess Boys*, at their **October 14** meeting at 4 p.m. at the Bay Club. Published in 2014 this book was chosen for discussion because the themes explored in it have relevance to the societal conflicts we are seeing today.

Three siblings, the Burgess boys and their sister Susan, are cast into the national spotlight because of a thoughtless prank by Susan's son. Join us as the group discusses how the Burgess Boys try to defuse the firestorm generated by their nephew's impulsive act while resolving the conflicts within their own relationship.

All are welcome to our book group which meets on the second Tuesday of each month at the Bay Club at 4 p.m.

November's book for discussion will be *I Heard the Owl Call My Name* by Margaret Craven. For additional information about future book discussions contact Sarah Schuch at bookclub@plvoice.org.

October 13th, 2025

East Jefferson Fire and Rescue Board of Commissioners
24 Seton Road
Port Townsend, WA 98368

Dear Commissioners,

On behalf of Jefferson Healthcare, I would like to express our gratitude to Chief Black, Tammy Ridgway, and the entire East Jefferson Fire and Rescue team for their exceptional partnership and dedication to developing healthcare career pathways for local youth.

Your organization's ongoing collaboration has been an integral part of building meaningful opportunities for students in our community to explore, prepare for, and pursue careers in healthcare and emergency services. Through your participation in the 8th Grade Career Explore event, 9th Grade Career Choices program, your willingness to host work site learning tours, allow for job shadow (ride alongs) experiences and your work teaching First Aid and CPR certification to high school Anatomy and Physiology students, you have helped inspire the next generation of healthcare professionals.

This important work would not be possible without the leadership of Chief Black, whose advocacy has ensured that workforce development and youth engagement remain community priorities. Equally, we wish to commend Tammy Ridgway, whose dedication, coordination, and tireless effort have turned that vision into reality. Tammy's collaboration with Jefferson Healthcare and local schools has been a cornerstone of these programs' success and has made a measurable difference in the lives of students. We are also grateful for her active participation on the Career and Technical Education (CTE) Advisory Boards for both Chimacum and Port Townsend School Districts.

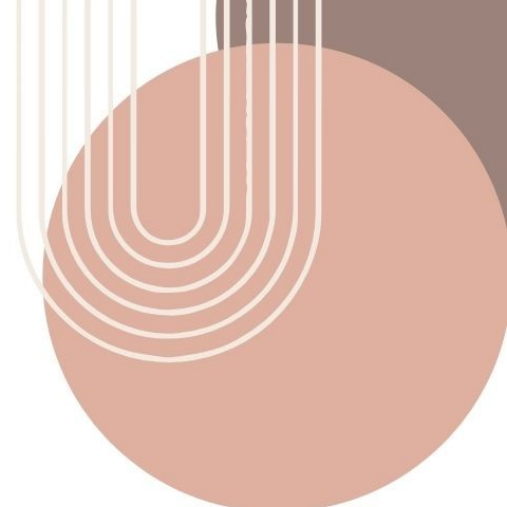
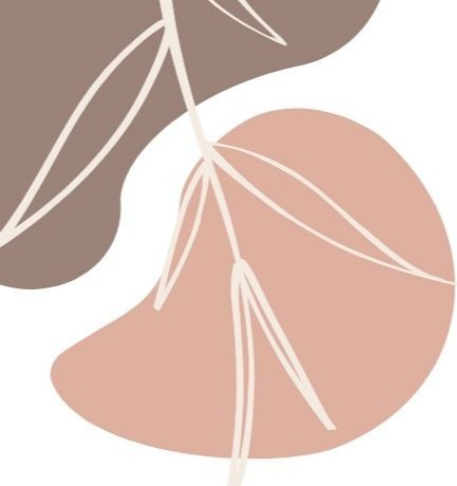
East Jefferson Fire and Rescue's partnership exemplifies what can be achieved when local institutions work together to serve their community. We appreciate your continued support, leadership, and commitment to building a strong and sustainable healthcare and emergency service recruiting pipeline for Jefferson County.

With sincere appreciation,

Caitlin Harrison

Caitlin Harrison

Workforce Development, Program Manager
Jefferson Healthcare



Rural Trauma Team Development Course

November 19th or November 20th

presented by the Harborview Medical Center --Trauma Program

**event will be held at the East Jefferson Rescue
Station 6 in Chimacum, WA**

**This is a one day event and will emphasize a
team approach to the initial assessment,
resuscitation and transfer of the trauma
patient in a systemized concise manner.**





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 – September 2025

Call Summary

Call Statistics			EJFR Responses By Area for September 2025	
	August '25	August '24		
Fires	6	1	Mutual Aid Given	14
Rescue/EMS	348	362	City of PT	227
Service Call	99	83	GlenCove/Jacob Miller	24
Good Intent	31	49	Cape George	20
False Alarm	27	23	Ocean Grove/Beckett Pt.	1
Hazardous Condition	3	11	Kala point	16
Overpressure/Overheat	1	0	Hadlock/Irondale	99
Total	515	529	Marrowstone Is.	15
September Transports			South Discovery	3
911	233		Chimacum	8
Hospital Requested	0		Oak Bay	1
Total	233		Northern Ludlow	47
CARES Contacts			Southern Ludlow	38
September Contacts	156		Other/CARES	2

The Fire Chief was on vacation in the later part of August, continuing into first half of September.

Threshold Events

- EJFR had CPR incidents, one due to an overdose. Several resulted in Return of Spontaneous Circulation (ROSC).
- Marine 1 supported rescue and salvage operations for several vessels in Port Townsend.
- Propane related emergency in a basement. Firefighters donned protective gear, monitored the air and ventilated.

New Medic 1 Student

Firefighter Jesse Cordova has been assigned to Medic 1 class 52 and resides in an apartment provided by EJFR in Seattle.

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

Mutual Aid

EJFR received and declined two mutual aid requests for State Mobilization. Weekly availability rosters continue.

Fire Chief General Activities

FC was approached by the BOCC to participate in Jefferson County's first [Fire Prevention Summit](#). The meeting would include all fire districts and serve as a special BOCC meeting at the Chimacum Fire Station. Minutes can be found on Jefferson County's website. Budget

Separately the FC met with JC Forester for a strategy meeting, joined by County Manager, BOCC Chair and other JC chiefs. Jefferson County was noticed our application for the [Community Wildfire Defense Grant](#) (CWDG) for \$3,000,000+ was denied.

Other Projects

- EVALS – Annual performance appraisals for staff and day shift have begun and should be completed by mid-October.
- Budget development for 2026 is nearing completion.
- WSRB Update - The new **W** protection classes included both the rules for establishing the **W** Protection Classes and advisory factors for each of the new Protection Classes. While the State Office of Insurance Commissioner (OIC) has approved the rules, they are requesting additional data and analysis to support the factors. The WFC-WSRB subcommittee is continuing to work on other issues, such as the 6 firefighters per fire station scoring metric.
- NERIS integration is underway.
- Agency Resilience – Propane vendor contracts are being reviewed to establish more reliable billing and availability. Starlink is being installed at two EJFR facilities and is currently being programmed as an alternate network resource. Seismic reinforcement of the North Building at Station 5 is underway.

Standing Meetings/Committees

JeffCo DEM IMT Meeting	BOCC	PT City Manager
PT Police Chief	BHC	JeffCo EMS Council
BHAC (10 th of 1%)	ECHHO	PLEM
JH CQI meeting	REAL Team	WSRB
JEFFCOM Board Meeting	Washington Fire Chiefs	

Miscellaneous FC attended Disaster EMS lecture at Irondale Library. Lunch with retired County Manager. FC was a guest presenter at the Olympic Community of Health's (OCH), quarterly retreat in Agate.



EJFR.org

bblack@ejfr.org



C Community
A Assistance
R Referral
E Education
S Services





CARES



Primary goals

1. Refer people to appropriate resources
2. Reduce the low acuity 911 calls for Fire/EMS



CARES

What is CARES?

Focuses on the needs of people who have overlapping lifestyle challenges which manifest in one or more modalities:

- Behavioral Health
- Medical/Health needs
- Substance Abuse
- Housing & Financial challenges
- Life-Style Management challenges



WHAT DOES THIS REALLY MEAN?

WHAT DOES CARES DO?

INDIVIDUALIZED SUPPORT

CARES focuses on providing tailored, person-centered support.

CARES improves the outcomes for our vulnerable population by adapting services to meet the unique needs of each client.

CARES clients receive help and services tailored to their individual circumstances and needs.

INCREASED ACCESS

CARES has significantly expanded access to services for vulnerable individuals within East Jefferson County.

Through effective outreach and collaboration with community partners, the utilization of available resources and services has led to improved service uptake.

CARES has reduced barriers to access, particularly for those who may struggle with navigating complex systems.

CARES case management services help streamline processes and ensure individuals receive the timely support they need.

Daily Routine?

CARES will visit the shelter to help a client complete Medicare application and access the foodbank.

CARES is checking in on an elderly client, confirming her doctor updated her prescriptions. They will pick them up and deliver if needed.

At the scene of an overdose and subsequent CPR, CARES will assist in the CPR and initiate mental health interventions for the family.

CARES will pick up a walker from ECHHO and deliver it to a client that is homebound post-surgery.

CARES will visit an unhoused client living in the forest, bringing them food, clothing, compassion and *REFERRALS!*



CARES

THE DATA

(July 1, 2024, to June 30, 2025)



- CARES made 1,561 contacts with 408 clients
- Referrals
- Male- 181; Female-227
- 83 contacts were made with veterans
- 310 contacts for self-reported mental health issues



CARES



Reason for referral to CARES?

433 - Falls

324 - General assistance

236 - Unmet medical needs

225 - Frequent 911 utilization

131 - Behavioral Health

88 - Homeless

64 - Failure to thrive

60 - Substance use

AGE	TOTAL CONTACTS
<18	4
18-65	218
65+	1,339



CARES



WHO ELSE IS DOING THIS WORK IN JEFFERSON COUNTY?



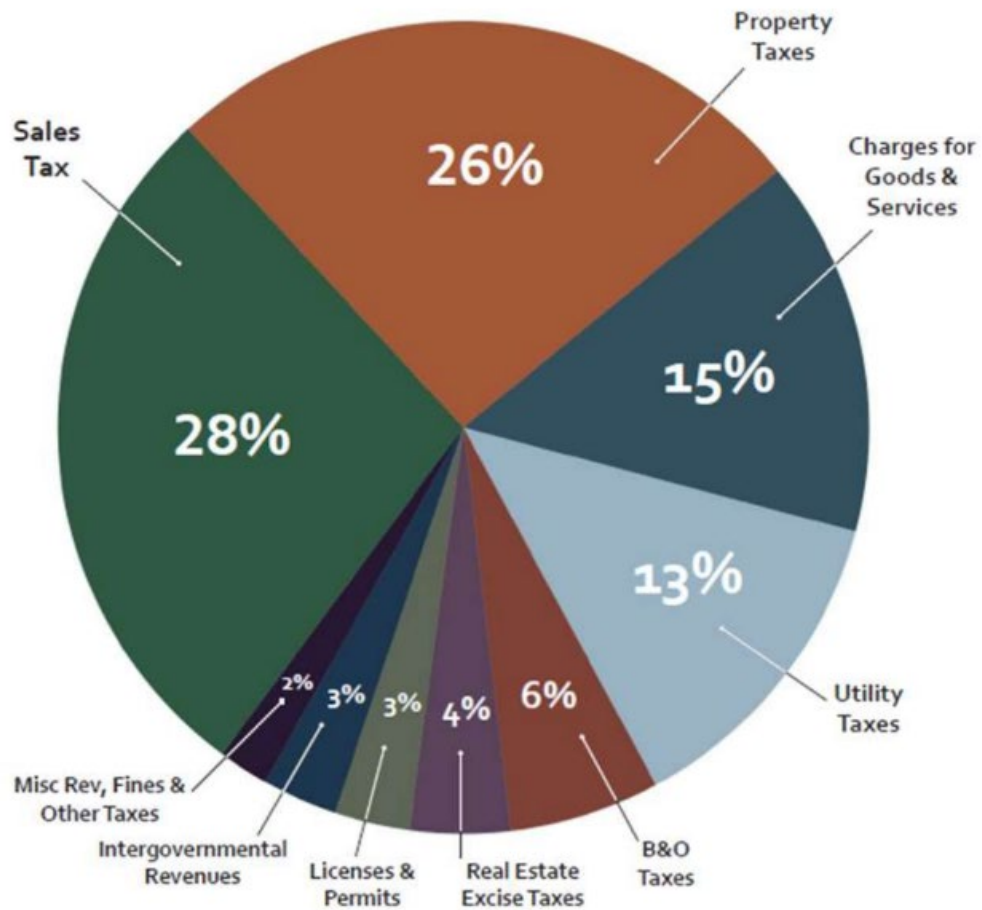
CARES



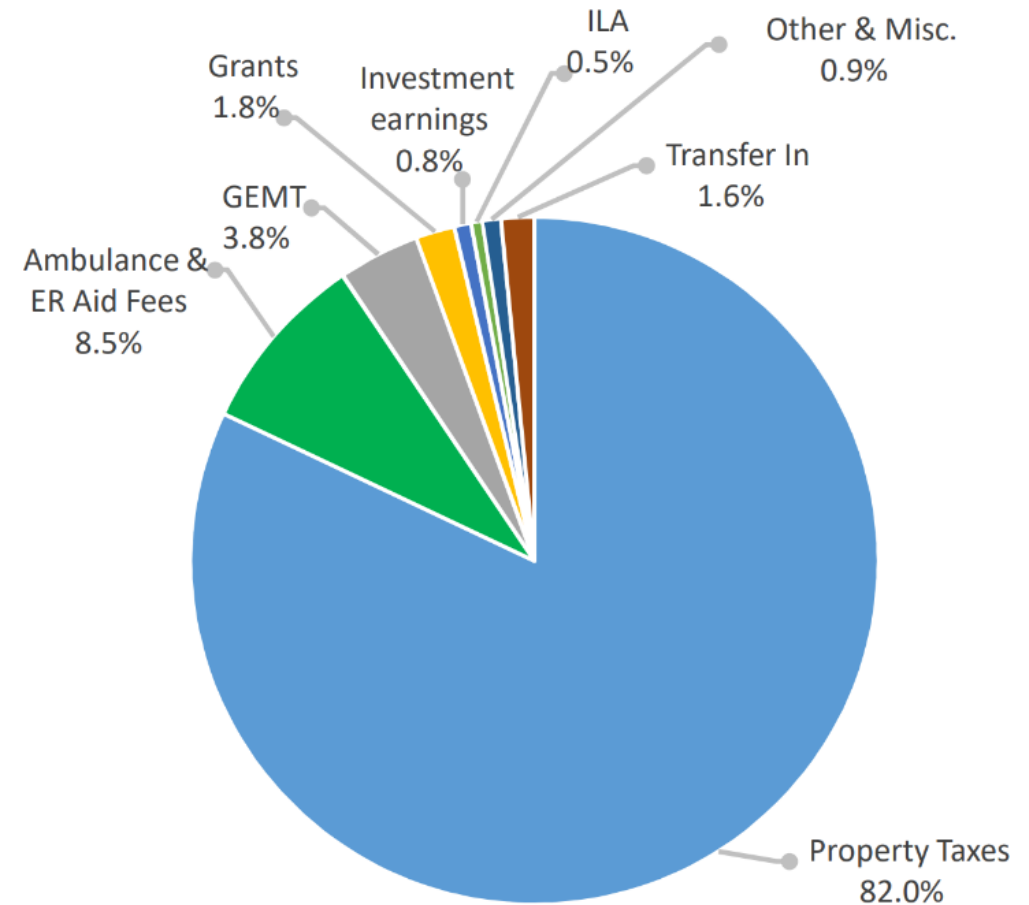
HOW DO WE SUSTAIN THIS PROGRAM?

Where does the money come from?

Revenue for Cities and Counties



EJFR Revenue





CARES



	A	B	C	D = A - (B+C)	
	Total Budget	BHAC, 10th of 1% tax fund	OCH	EJFR	
BUDGET - 2026					
Firefighters/EMTs/ Paramedics	194,573	17,399	119,652	57,522	
CARES training/backup-OT	10,000		10,000	-	
Social Worker/Mental Health/SUDP Professional (BIR)	120,000	20,000	60,000	40,000	
Case Manager (BIR)	3,000			3,000	
Supplies/Materials/Training	5,000	4,800		200	
Travel/Mileage Reimbursement	10,920		6,000	4,920	
Admin. Fee/Supervision	36,000	4,600	29,348	2,052	
Total Costs	\$ 379,493	\$ 46,799	\$ 225,000	\$ 107,694	Funding Gap
		12.3%	57.0%	28.4%	

2026 CARES funding gap will come from revenue meant for 911 FIRE and EMS services.

What would we do without CARES?



CARES

Questions?

Please call or email for questions.

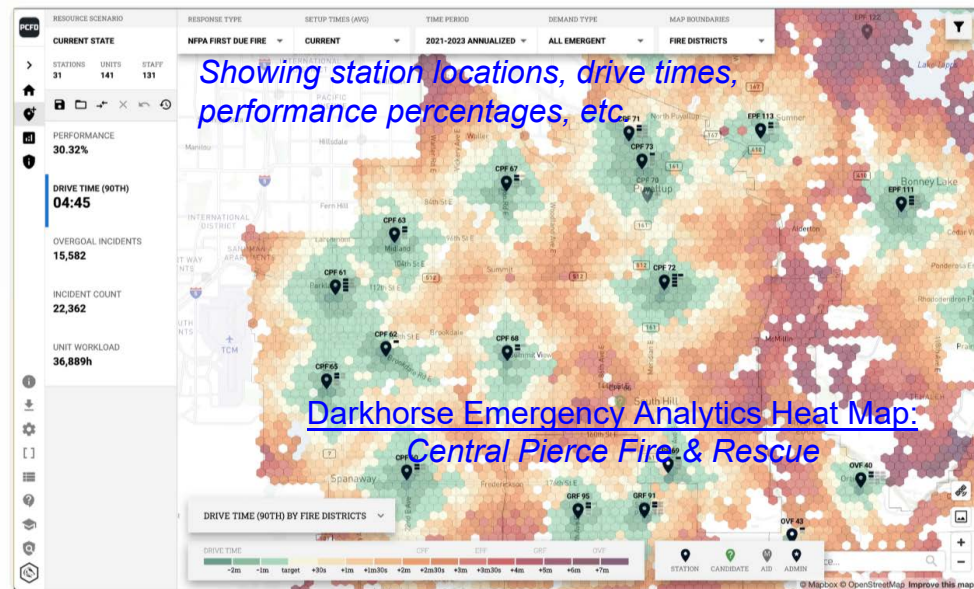
bblack@ejfr.org

360-381-0292



Operations	2025 Goals and Objectives Progress Continued Oversight (Ongoing) Photos of Events 2025 Goals and Objective Progress: Goal #1: Improve Operational Resiliency: Objective 1.3: Expand Capabilities in Special Operations and Wildland Interface - Lead instructor for Operations-level structural collapse training at EJFR training tower. 16 personnel from across three shifts participated in 10 hours of specialized training. - Trained to awareness-level on Jefferson Transit's all-electric E-bus. Crews learned about lithium-ion batteries, storage capacity, emergency shut-off switches and other important safety features for first responders. - Attended Boat/Marina Multi-Company Operations with Kitsap Fire Training Consortium at the Port Orchard Yacht Club to gain understanding of the tactical needs and complexities for fighting marina fires. Goal #2: Improve Data Technology and Innovation: Objective 2.3: Leverage Data Analytics for Decision Making Researched "Darkhorse Emergency Analytics" through Kitsap agencies and engaged in several virtual tutorials to begin leveraging data analytics to assist with strategic planning, response capabilities and improvements as well as obtaining "on-demand" data. DC Brummel will provide a brief overview presentation at the October BOC meeting. Worked with our team (Exec. Asst. Cray and Office Tech. Sanders) to build our profile and upload data into FEMA's new data reporting program National Emergency Reporting System (NERIS). NERIS is replacing the current NFIRS national fire reporting program. EJFR will move into NERIS by January 1, 2026. Acting Fire Chief Duties 8/28-9/17: During Chief Black's absence, I represented EJFR/Exec at various events such as Jefferson Fire Chiefs meeting, EMS Council, Legislative Committee, "The Wall of Valor" event at JeffCo Airport, 9/11 Remembrance, Jefferson Healthcare, EJFR budget committee meetings, JeffCo County Roads meeting, as well as interaction with citizens, local and regional stakeholders.
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Meetings and Events



Structural Collapse Training

- 9/1 Jefferson County Chiefs Meeting (2hr)
- 9/2 EMS Council Meeting(2hr)
- 9/3 Jefferson IMT Meeting (2hr)
- 9/5: BOC Agenda Prep Meeting (1hr)
- 9/8: Poulsbo Chief Mtg: Fire Impact Fees (2hr)
- 9/11: "Wall of Valor" Opening (1hr)
- 9/12: Budget Committee Meeting (3hr)
- 9/12: Darkhorse Rep Meeting (1hr)
- 9/16: JGH Monthly Meeting (1hr)
- 9/16: JeffCom BOC Meeting (2hr)
- 9/17: Meeting at SKFR for Darkhorse Demo (2hr)
- 9/24: Fire Safety Summit (3hr)
- 9/29: Personnel Meeting with 2032 (1hr)
- 9/29: Review Training Budget with Cp. Bergen (1hr)

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

Date Prepared: 10/10/25

Subject: Community Risk Division Report

Prepared By: Robert Wittenberg

Public Education, Events, and Presentations	Adult Events • 9/8 Olympic Terrace Neighborhood Walkthrough, Port Ludlow • 9/11 Quimper Village Community Meeting • 10/1 Fire Rescue Fest Planning Meeting • 10/4 Port Townsend Farmers Market – Fire Prevention Week 2025, 70 Contacts • 10/5 Chimacum Farmers Market – Fire Prevention Week 2025, 23 Contacts • 10/6 Storytime at Jefferson County Library, 20 children • 10/8 Meet with Port Townsend Library regarding Evacuation Planning • 10/11 Fire Rescue Fest 2025
Community Partnerships	• 9/8, 10/6 Jefferson County Fire Chiefs Meeting • 9/10 Meeting with Jeff Co Intellectual and Developmental Disabilities Coordinator • 9/24 Jefferson County Fire Safety Summit • 10/3 County Behavioral Health Consortium Meeting
Smoke Alarm Installations	• September – 5 Alarms Installed • 2025 Total – 142 Alarms Installed
Wildfire Assessments	• September – No Assessments Completed • Year to Date – 186 Assessments Completed • Scheduled / To Be Scheduled – 66 Assessments • 9/15 Meet with Eugene-Springfield Fire about Fire Aside Program
Plan Review, Inspections, Investigations	Citizen Concerns • 9/17 Meet with Resident at Discovery View regarding cooking safety Meetings • 9/11, 9/18 New Development Reviews with City of Port Townsend

Public Information Officer (PIO)	Social Media Posts • 9/11 Remembrance Post • 9/12 Promotion of Child Car Seat Clinic • 9/16 Fire at Cotton Building • 10/1 Fire Danger Level Update • 10/2 Fire Prevention Week at Farmers Markets • 10/2, 10/10 Fire Rescue Fest Promotion Media Releases • 10/8 Congresswoman Emily Randall at Fire Rescue Fest Media Interviews • 10/10 Interview with Peninsula Daily News regarding Fire Rescue Fest Social Media Followers • Facebook – 3,903, Up 20 followers • Instagram – 706, up 6 followers Monthly Newsletter • 9/12 September Newsletter Published, 96 Sends, 58 Opens (62% Open Rate) • 10/7 October Newsletter Published, 114 Sends, 70 Opens (63% Open Rate) • 116 Subscribers, up 23 Recipients
Professional Development	• 9/15 – 9/19 Erin Murray completes Youth Firesetting Intervention Specialist training • 9/22 – 9/26 Child Passenger Safety Technician Certification Course
Personal	• 9/27-9/30 Vacation



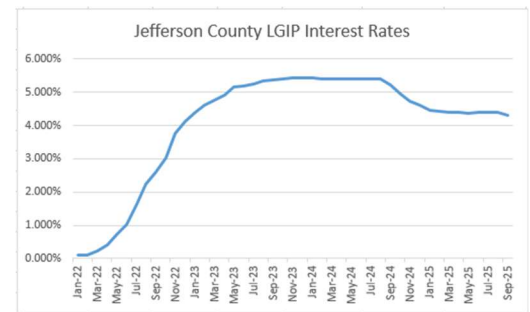
FINANCIAL REPORT FOR SEPTEMBER 2025

Fund Balance September 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	(81,613)	(330,981)	(412,594)	(179,150)	32,136	16,216	(543,392)
Ending Fund Balance	2,622,167	2,897,520	5,519,687	1,187,583	1,010,930	517,616	8,235,816

Financial Highlights:

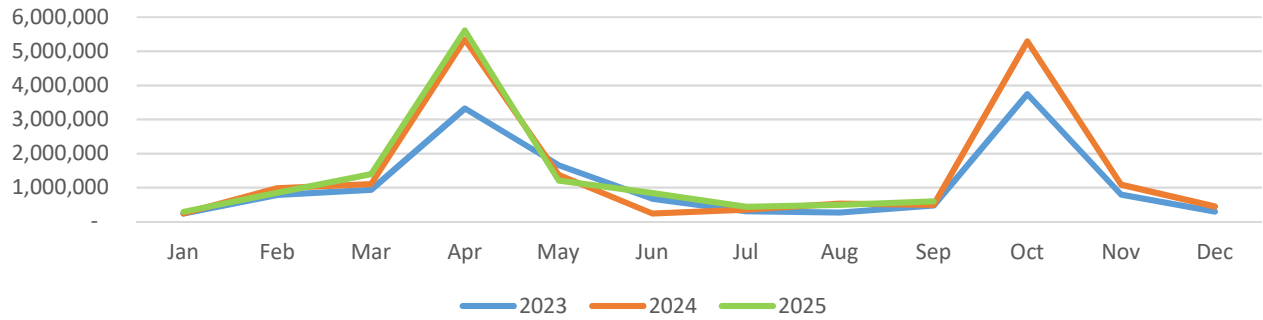
- While the 2025 Adopted Budget includes a total projected deficit of **\$1.1 million** across the Fire and EMS funds, the District has historically taken a **conservative approach** to budgeting. Current preliminary estimates are consistent with this trend, indicating that actual results will likely generate **favorable variances**, which will instead add to the total fund balances. More definitive estimates will be available for the November 2025 Board of Commissioners meeting.
- Personnel Expenditures: Expenditures for Salaries, Overtime, and Benefits are tracking as expected and consistent with prior trends.
- Investment earnings: The LGIP gross interest rate was **4.2918%** in August 2025, representing **92.4%** of the District's Fund Balance (as of 9/30/25).
- 2026 Budget Development Update: With sincere thanks and appreciation for the Budget Committee's diligent work, the committee has completed its thorough review and prioritization of all requests, resulting in the **Recommended 2026 Budget** now before the Board of Commissioners. The subsequent Board workshop and required public hearing are being scheduled.
- Medicare Transport Fee Update: The **22.6% Super-Rural Medicare add-on** for transport fee revenue expired on September 30, 2025. With Congressional action currently pending due to the shutdown, we are actively monitoring for news regarding the reestablishment of this funding. Taking a conservative approach in the 2026 budget, the forecast for transport fee revenues was reduced by **\$300,000** to account for this potential loss.



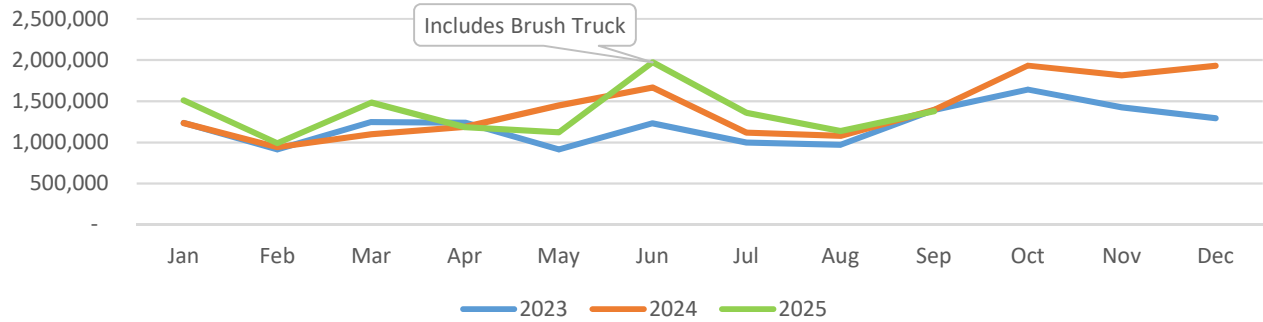
Other Highlights:

- Submitted **reimbursement documents** for the ambulance re-chassis (Local Program).
- Billed all outstanding **grants** (Wildland, CARES, Child Safety Passenger).
- Received **new Assessed Values** for Port properties, prompting a review to update the ILA contract/Fire Control fee.
- Engaged the public at **Fire Fest**, providing direct answers on the District's finances.

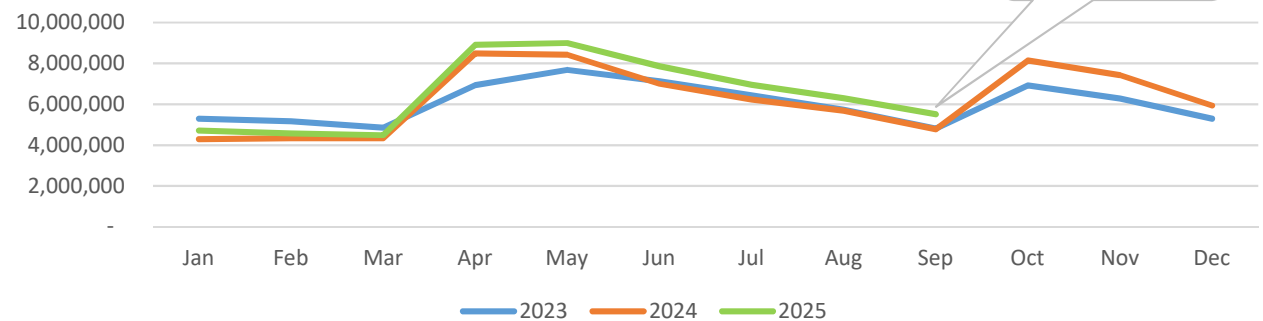
East Jefferson Fire Rescue FIRE General & EMS Funds Revenues



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: 06:53:11 Date: 10/05/2025

Page: 1

001 Fire Fund #656001010

Months: 01 To: 09

Revenues	Amt Budgeted	Revenues	Remaining	
300 Revenue	10,790,550.00	6,660,355.26	4,130,194.74	38.3%
330	0.00	2,129.24	(2,129.24)	0.0%
390	272,000.00	677,513.54	(405,513.54)	0.0%
Fund Revenues:	11,062,550.00	7,339,998.04	3,722,551.96	33.7%
Expenditures	Amt Budgeted	Expenditures	Remaining	
000	166,950.00	84,365.40	82,584.60	49.5%
210 Administrative	1,881,880.00	1,335,723.69	546,156.31	29.0%
211 Legislative	240,195.00	127,308.34	112,886.66	47.0%
220 Suppression	6,417,524.00	4,873,359.04	1,544,164.96	24.1%
230 Prevention	22,000.00	14,865.22	7,134.78	32.4%
245 Training	117,691.00	40,619.88	77,071.12	65.5%
250 Facilities	417,664.00	230,596.93	187,067.07	44.8%
260 Vehicles & Equipment	468,450.00	354,656.24	113,793.76	24.3%
520 Fire Control	9,732,354.00	7,061,494.74	2,670,859.26	27.4%
590 Debt, Capital & Transfers	1,958,785.50	360,116.01	1,598,669.49	81.6%
Fund Expenditures:	11,691,139.50	7,421,610.75	4,269,528.75	36.5%
Fund Excess/(Deficit):	(628,589.50)	(81,612.71)		

FIRE OT Summary Report

Jefferson Co FPD No. 1

Time: 06:53:40 Date: 10/05/2025

Page: 1

001 Fire Fund #656001010			Months: 01 To: 09	
Expenditures	Amt Budgeted	Expenditures	Remaining	
520 Fire Control				
522 20 10 000-0 FF/EMT (40%)	2,872,983.00	2,145,059.82	727,923.18	25.3%
522 20 10 019-0 OVERTIME (40%)	519,147.00	385,319.31	133,827.69	25.8%
220 Suppression	3,392,130.00	2,530,379.13	861,750.87	25.4%
520 Fire Control	3,392,130.00	2,530,379.13	861,750.87	25.4%
Fund Expenditures:	3,392,130.00	2,530,379.13	861,750.87	25.4%
Fund Excess/(Deficit):	(3,392,130.00)	(2,530,379.13)		

EMS - 2025 BUDGET POSITION

Jefferson Co FPD No. 1

Time: 07:04:05 Date: 10/05/2025

Page: 1

101 EMS Fund #657001100			Months: 01 To: 09	
Revenues	Amt Budgeted	Revenues	Remaining	
300 Revenue	6,460,354.00	4,391,211.69	2,069,142.31	32.0%
Fund Revenues:	6,460,354.00	4,391,211.69	2,069,142.31	32.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
272 EMS Operations	6,611,439.00	4,670,682.02	1,940,756.98	29.4%
274 EMS Training	108,940.00	43,788.66	65,151.34	59.8%
276 EMS Maintenance	0.00	7,721.53	(7,721.53)	0.0%
520 Fire Control	6,720,379.00	4,722,192.21	1,998,186.79	29.7%
590 Debt, Capital & Transfers	190,000.00	0.00	190,000.00	100.0%
Fund Expenditures:	6,910,379.00	4,722,192.21	2,188,186.79	31.7%
Fund Excess/(Deficit):	(450,025.00)	(330,980.52)		

EMS OT Summary Report

Jefferson Co FPD No. 1

Time: 07:04:28 Date: 10/05/2025

Page: 1

101 EMS Fund #657001100

Months: 01 To: 09

Expenditures	Amt Budgeted	Expenditures	Remaining	
520 Fire Control				
522 72 10 000-1 FF/EMT (60%)	4,309,474.00	3,217,470.32	1,092,003.68	25.3%
522 72 10 019-1 OVERTIME (60%)	778,721.00	579,932.11	198,788.89	25.5%
272 EMS Operations	5,088,195.00	3,797,402.43	1,290,792.57	25.4%
520 Fire Control	5,088,195.00	3,797,402.43	1,290,792.57	25.4%
Fund Expenditures:	5,088,195.00	3,797,402.43	1,290,792.57	25.4%
Fund Excess/(Deficit):	(5,088,195.00)	(3,797,402.43)		

Date Prepared: 10/6/25

Subject: Human Resource Report

Prepared By: Emily Stewart

Meetings & Training:	• 8/5 Vol. Mtg • 8/6 HR Mtg • 8/6 HR Mtg • 8/8 HR Mtg • 8/13 GEMT Mtg • 8/14 Smarsh Mtg, New Archive software • 8/22 M&C • 8/25 Budget Mtg • 8/29 IS-13 • 9/2-9/5 Deployment – Rattlesnake Fire • 9/8-10 ICS 300 • 9/10 IT Mtg • 9/10 New Vol. Orientation • 9/15-9/19 O305 Type 3 All Hazards Training • 9/23 Vol. Coordination Mtgs
Human Resources	Volunteers New Volunteers completed initial Orientation in the month of September: • Madison Bowe • Tavi Gardner • Jenni Glasco • Mike Gleeson • Zoe Justis • Barry Luke • Oliver Miller • Shenoa Snyder • Drew Wagner PC Classes • 9/23 Started BAS 301 Managerial Accounting & BAS 315 Leadership, Mgmt & Organizations
Presentations / Tours/Other/Misc	• 8/12 Watchfire Sign Demo • Acronym Glossary • Policy/SOG input & updates • Fire Rescue Fest Assistance • Employee Evals

EJFR Staff and Volunteers, September 2025

7/25	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	8- Martin
LT	8- Sanders	6- Grimm	2- Dean
LT	2- Morris	7- Chambers	4- Dalrymple
LT	Pulido	8- White	3- Carver
PM	4- Whiting	5- Yelaca	2- Spellman
PM	3- Minker	7- Wagner	6- C. Johnson
PM		8- Welander	7- Rudnick
PM		2- Whitson	Holbrook
		Severin	
FF	1- Secondez	2- Kithcart	3- Parker
FF	2- Walker	2- Kinney	3- Sheehan
FF	4- Cordova	3- G. Williams	4- Kaldahl
FF	5- B. Grimm	6- Fairbanks	6- Richter
FF	7- Sviridovich	8- P. Williams	7- Beery
FF	8- Archuleta	8- Boe	8- Chapman
FF	8- Wright	3- Floberg	2- Le
FF	2- Jeske		2- Wells
FF	5- N. McGuffey		8- Heydon
FF			
Res	Barton	Sanchez	Bentzen
Res	Holmes	Harvey	Loverich
Res			
MSO	FF/PM Ridgway		
Cares	FF/PM Woods		
	Captain Bergen FF/PM		
			57

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

BETHEL	Support
--------	---------

Total EJFR Members	113
---------------------------	------------

Volunteer	Position(s)
COULTER	Support
FLANAGANMATA	Support
FLEISCHMAN	Support
FORCE	Support
MATACHACON	Support
MICHELSON	Support
NATHAN	Support
SMITH	Support
Total	9

Commissioner	District
Carmody	1
Craig	3
Davis	1
Masci	4
Seabrook	2
Stinson	5
Total	6

Total Career FF	57
Total Admin staff	9
Total Volunteers	41
Total Commissioners	6

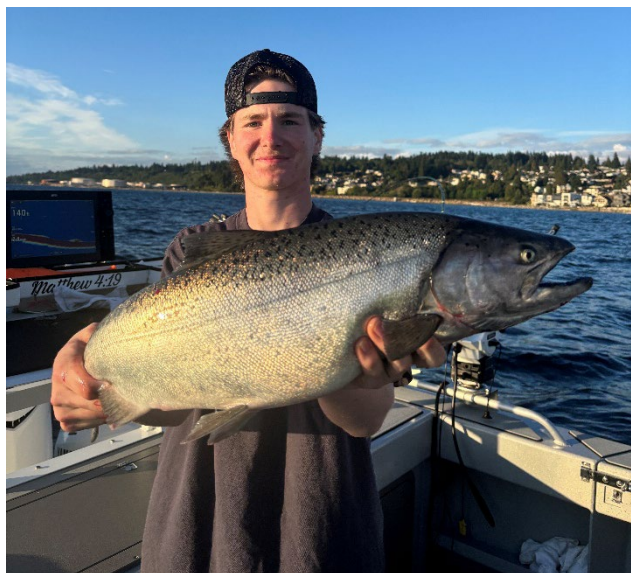
New Volunteers September/October:



"Hello, I'm Zoe Justis, I'm 22. I grew up in this community and have a lot of family that live in the area. I love the outdoors: surfing, hiking, snowboarding, etc. I am also into working out especially combat sports. I am very excited about getting to know this department."

Hello, my name is Drew Wagner. I am twenty years old and am pursuing a career of a firefighter/EMT. I look forward to start volunteering as an EMT with East Jefferson. I hope to get into the FIT program and continue my training towards a career as a firefighter/EMT. In my free time I stay busy with auto racing. I have been racing from the age of eight and it is something I truly enjoy. I also enjoy lifting in the gym and getting out on my dirt bike when I can. I look forward to meeting you guys, and learning all I can.





Hello, my name is Tavi. I am 18 years old and recently graduated from Wy' East Academy. A little bit about myself, I love pretty much anything outdoors such as, fishing, camping, off-roading, mountain biking, exploring, and just got into hunting. I also love to work on my car, and meeting new people. I have a 5 month old chocolate lab puppy that's pretty much my best friend, and I can't wait to serve beside every one of you."

I may be familiar to some of you as I spent 5 years at a small dept in the area as a volunteer emt, ff, as well as some time as a career ff/EMT. I currently work as an ED tech in Edmonds, while I finish school.

I am excited to volunteer as an EMT, I love the culture at EJFR and am excited to take part in the education and other aspects that make EJFR great!

I grew up in Mountlake Terrace and moved to hood canal area in 2019. I love it on the peninsula; it is the most beautiful place. I have a passion to help others, and enjoy helping out in community events. My goals are to move into CRP/Cares type program once I gain some experience working as a paramedic (next step is national registry). While I will not be volunteering as a paramedic, I am looking forward to cementing the foundation of my basics and learning from others. My hobbies are starting new hobbies and buying everything I need to start a business with those hobbies and then abandoning them and starting new ones.

I am really looking forward to getting to know you all and the experience I will gain by volunteering."



Madison was the first in our new group of volunteers to complete all of her initial onboarding training and you will start to see her around in the near future. When she's not working as an EMT, you can find her hiking, kayaking, snowboarding or baking.



Hi. My name is Barry and I am a retired firefighter/paramedic from Florida who moved to Port Ludlow last year. I started my EMS career in 1977 in a small all-volunteer fire department and retired from Orange County (FL) Fire Rescue in 2014. After we moved to Seattle, I volunteered in the Harborview ER and then worked as a Medical Assistant/ED Tech at Evergreen Medical Center in Kirkland. In my spare time I teach for the University of Washington's Resuscitation Academy focusing on science and simulation for cardiac arrest care. All of my Florida EMS certifications have lapsed so I will be taking the Emergency Medical Responder class soon. I hope to help out on EMS calls and maybe drive a Tender. I also appreciate the public education aspect of EJFR's mission. At age 66, I still stay in shape by working out and hiking the trails. I am looking forward to meeting everyone at EJFR.

Date Prepared: 10/9//25**Subject:** *Executive Assistant/District Secretary Report***Prepared By:** *Tanya Cray*

Meetings & Events:	• 9/8 Agenda Prep Mtg • 9/12 Budget Comm. Mtg • 9/16 Healthcare Workshop • 9/16 Reg BOC Mtg • 9/26 Budget Comm. Mtg
Notable Projects	• PL Voice Submission • Board Meeting packet preparation. • Documents Purge at Station 7 • GovDeals posting/selling of surplus items
BOC Trainings & Registrations	WFCA Annual Conf. – Oct 22-25, Hotel Booked for – Stinson, Craig, Carmody, Cray, Black, Stewart, Lirio and Murray Snure Laws Update Seminar – All attendees are registered.
Budget Process Next Steps	• Special Meeting – Board Budget Workshop - Date TBD • Public Hearing – November 18, 2025, 2:00pm • Regular BOC Meeting – November 18, 2025 – Board votes on final Budget • Final Budget Resolutions due to the County no later than November 26th
2025 Ready Rebound Summary of Usage	• Number of Cases: 3 On Duty, 3 Off Duty • Appointments Scheduled: 4 Initial, 2 Imaging, 1 Surgery • Days Saved by Appointments: 37 Initial, 15 Imaging (3 member delays) • Estimated Shifts Saved: 23.2 • Estimated Savings YTD: \$35,200 **As a reminder to all members, Ready Rebound isn't only for employees. Family members, Commissioners and retirees all can utilize this program.

**2025
Elections
Update**

The County Elections Coordinator provided the following estimates for election costs:

2025 November General: \$15,000 – will be billed in 2025

2025 End of Year Indirect Billing: \$18,000 – will be billed in 2026

EJFR BOARD Following 2025 Election:

District 1 Jeannie Price (unopposed) - term expires 12/2031

District 2 (Seabrook or Codier) - 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

**Wellness
Physicals**

	Xray	Pulm. Funct.	Audiogram	Vision	BL/PR	ECG	Blood	CBC	Diff	Urine	HDL	LDL	CHOL/HDL Ratio	TB Test	BMI
Total Tested	37	38	54	38	38	38	41	41	41	39	41	41	41	38	38
Outside Estab. Limits		8	5	9	1	7	34	14	1	14	6	26	8	1	30
Percentage		21%	9%	24%	3%	18%	83%	34%	2%	36%	15%	63%	20%	3%	79%

We do not get a summary of the OneTest for Cancer per HIPAA laws, but there were 52 tests administered.

Costs came in about \$7,000 under the max and I am working on billing insurance for any possible reimbursements.



EXPERIENCING AN INJURY? CALL READY REBOUND

800-781-2320

24/7 TRIAGE, 365 DAYS A YEAR

GET TREATED LIKE A PROFESSIONAL ATHLETE

AVAILABLE FOR



OFF DUTY INJURIES



FAMILY MEMBERS



RETIREES

Date: 10/6/2025

Subject: *Battalion Chief 11 Report*

Prepared By: *Jason MacDonald*

BC 11 Administrative Meetings	• Daily Shift meetings • Once per tour visit to all stations for crew contact and assistance • JeffCom User Group Meeting • JeffCom director meeting for Ipad usage for responses • Meet Program Leads to Work on Budget Requests
BC 11 911 Responses	• "A" Shift Responses 197 • BC11 responded to 14 incidents in the last month • 2 MVC • 1 structure fire (Adams St) • 1 CPRs • 1 Carbon Monoxide Response
Continuing Education/ Training	• A-Shift training 364 hours completed • EMS connect • Ongoing Shift level training and scheduling • Rescue Systems Refresher • MCO Training with Capt Bergen • Base Station • Section 7 Probationary testing (successful completion)
Administrative duties	• Shift based training oversight and compliance • Staffing and Callbacks • Scheduling 2025 • Vacation/Holiday/SL leave accruals/Audits 2025 • Crewforce updates • Station 4 response area and number work
Planning and ongoing projects	• 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 • CISD SOG Review/Revision

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	\$5,743.37	\$2,456.63
	SCBA (B. Grimm)	522 20 31 0300	\$50,500.00	\$16,883.44	\$33,616.56
	Wildland (Sanders)	522 20 35 0050	\$21,480.00	\$12,446.08	\$9,033.92
	Small Tools (Secondez)	522 20 35 0100	\$3,000.00	\$1,658.51	\$1,341.49
	Beds 7/8 (Carver)	522 50 31 0100	\$9,500.00	\$5,007.52	\$4,492.48

Date: 10/11/25

Subject: *Battalion Chief 13 Report*

Prepared By: *Justin Fletcher*

BC 13 Administrative Meetings	• Daily Shift meetings • Visit each station and collaborate with crews at least once per tour • Budget Committee meetings • Meeting with LT Morris and True North reference new air truck build and tender build • Dispatching criteria meeting for upcoming change coming from Jeffcom and Pencom • BOC Meeting
BC 13 911 Responses	• Responded to 19 incidents in September ○ Dumpster fire in port under covered tent ○ Sinking vessel in harbor with occupants onboard ○ Occupied boat that washed up onto the rocks needing assistance and refuge
Continuing Education/ Training	• Shift level training (C Shift completed 293 hours of training)
Administrative Duties	• Callbacks for all staffing needs • Scheduling maintenance, repairs and new apparatus builds • Worked with FF Richter reviewing budget with program managers and have began ordering equipment for new engines from the approved \$222,000 • Worked with Tanya to list several items on GovDeals for sale
Shift Programs	• Marine 7 was pulled from the water and received an annual service to include bottom paint and new deck resurfacing to reduce slip hazards

Program	Program Manager	Budget	Spent	Remaining
Marine Program	Dalrymple	\$37,620.00	\$23,322.33	\$14,297.67
Apparatus Maintenance	Fletcher	\$264,250.00	\$171,388.05	\$92,861.95
Ladders	Parker	\$3,000.00	\$0.00	\$3,000.00

September Training Captain Report

October 4, 2025

Submitted by: Captain Trevor Bergen

Overview Training Hours:	• WSRB Hours for September: 826 Hours • 3rd quarter firefighter training hours: 2,538.5 Hours • September total training Hours:1,611 Hours • 2025 Training Hours: 15,406 Hours
Overview:	• Class Logistics • Budget Process • Rescue Systems 1 Refresher • Hazmat MCO • Electric Bus Inservice • 3rd QTR Training • Classes for end of the year!
Class Logistics	• Setup getting necessary equipment for Puyallup Extrication Team Training for Early October and Rescue Systems 1 Refresher. • Ordered 16 vehicles and Telehandler for vehicles. • Discussed details with outside agencies.
Budget Process	• Attended Budget Meeting and described Training Budget. • Had two outside budget meeting to discuss Training Budget Changes. • Reworked budget to meet budget committee's recommendations.
Rescue Systems 1 Refresher	• Assisted with running the Rescue Systems 1 refresher for off duty crews. • 13 members participated in the 8 hours hands on drill that involved breaching, lifting, supporting, repelling and small engine work. • Great Feedback given from members.
Hazmat MCO	• Conducted Shift Level MCO Hazmat Scenario. • Using a section of Pipe a garden hose and smoke machine made a scenario for size up and defensive operations.

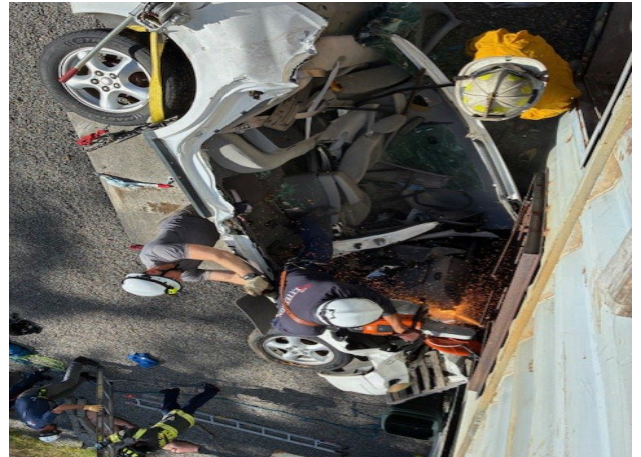
Electric Bus Inservice	• Jefferson county Transit and Kitsap Transit provided a transit bus and trainer to walk crews through the bus. • Trainer provided critical factors about the bus and a PowerPoint to share with all crews. • Training is ongoing.								
3rd Quarter Training/ Start of 4th	• End of 3rd Quarter Training and start of 4th Quarter. • Wrapping up Training and building new Quarter expectations.								
Classes for the end of the year	• Worked for months on contacting Retired BC Stanton Cooke but was finally successful. He will be teaching a two-day strategy and tactics class Dec. 3-4th Scheduled PXT 701 train the trainer class for October 3rd. This class has a lot of logistical needs and I have started collecting the necessary items.								
	WSRB Hours by the Years <table border="1"> <caption>WSRB Hours by the Years Data</caption> <thead> <tr> <th>Year</th> <th>Hours</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>3300</td> </tr> <tr> <td>2</td> <td>6500</td> </tr> <tr> <td>3</td> <td>7500</td> </tr> </tbody> </table>	Year	Hours	1	3300	2	6500	3	7500
Year	Hours								
1	3300								
2	6500								
3	7500								

Topic	BARS	Amount	Spent	Remaining
2025 Classesandprops Budget.xlsx	522 45 40 0600	\$ 1,950.00	\$1745.00	\$ 205.00
2025 Classesandprops Budget.xlsx	522 45 35 0100	\$ 4,655.00	\$ 2,557.33	\$ 2,1967.67
2025 Classesandprops Budget.xlsx	522 45 49 0200	\$ 1,500.00	\$ 75.38	\$ 1,424.62
2025 Conferences and IFSAC Classes.xlsx	522 45 40 0500	\$ 40,000.00	\$ 6,056	\$ 33,944.00
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	\$2,860	\$ -110.00
2025 Subscriptions.xlsx	522 20 10 0190	\$ 73,963.00	\$11,060.24	\$ 62,902.76

FF Jeske lowering Sleepy Down to FF McGuffey Rescue Systems 1 Class



FF Secondez cutting Rebar after stabilizing vehicle with BC Fletcher and MacDonald RS1 Refresher



Inside looking out RS1



Cutting while on ropes was harder then it looks



Lt. Grimm Puts water on leaking tank Hazmat drill



D/C Brummel waiting for a ride on the EV bus.

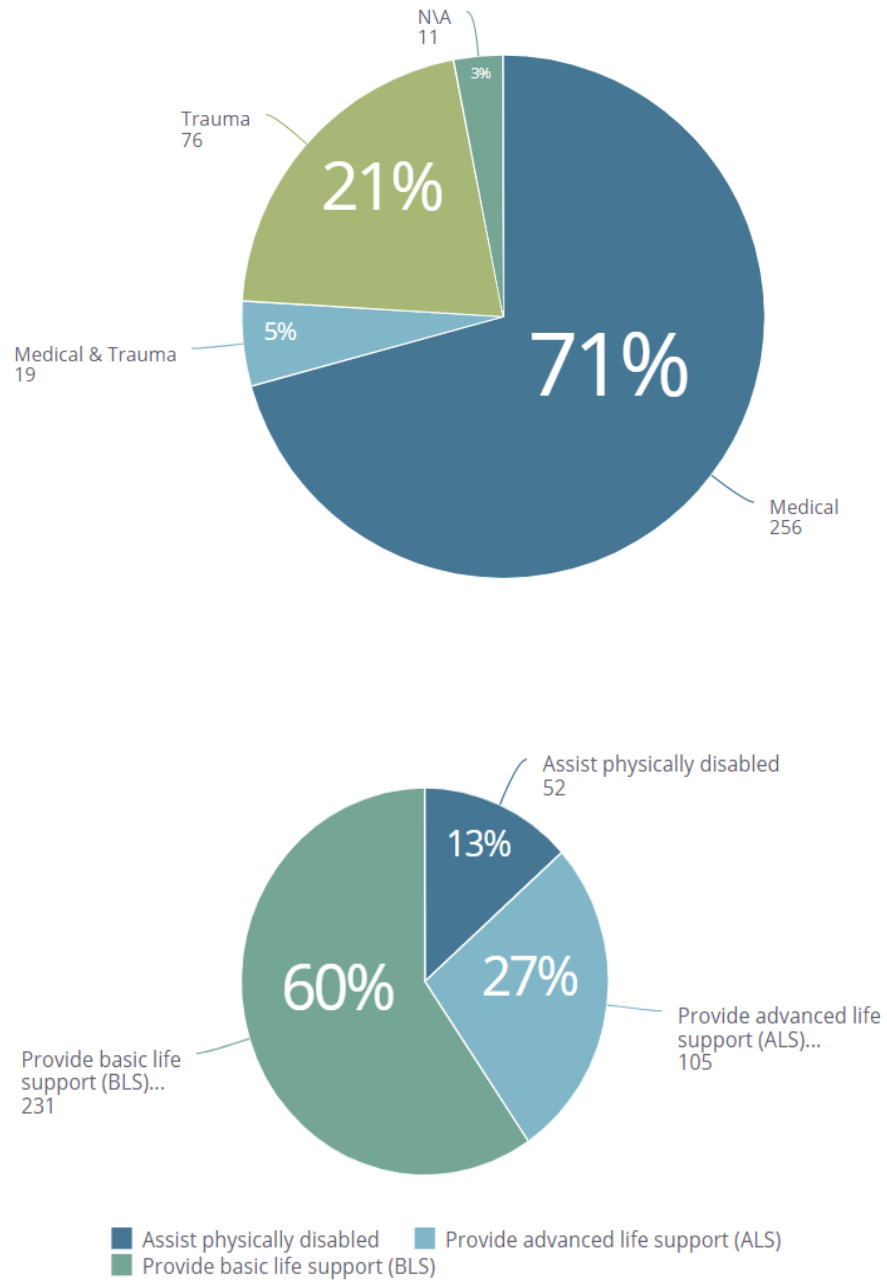
BOC Report, MSO

September 2025

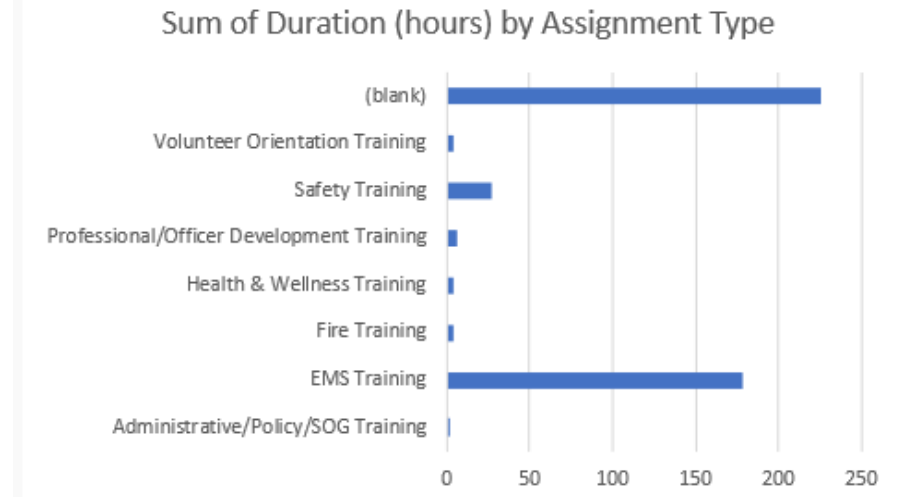
Submitted by: Tammy Ridgway

Meetings	• Smooth Transitions • Jefferson Health Care • Weekly meeting with Dr. Carlbon • EMS Council • CARES Team Meeting • STEMI Meeting with SMMC • BOC Meeting • Meeting with new volunteer • Meet with Chief Black • Budget Committee • EMD Guidelines • Met with BC MacDonald • Volunteer Onboarding
Continuing education and Training	• Target Solutions • EMS Connect • Base Station • Volunteer Drill • With or Without Capnography
Administrative Duties	• Audit of all controlled substances used for previous month • Supplies • Run Review • MSO response 11 calls including 2 fires and 1 CPR • Sidewalk CPR at Farmers Market (contact with approx 90 people) • Run Review with a couple of Volunteers • EMS/Emergency Drill with JHC Watership Clinic • JB Learning • Public CPR Class for 30 Students

EMS Calls



**Department
Wide EMS
Related
Training Hours**



**Sidewalk CPR
at the Farmers
Market was
very
successful. We
engaged with
90 people
during the day.**



CARES
Contacts

INITIAL CONTACT

17

FOLLOW UP CONTACT

113

UNABLE TO CONTACT

26

17%

72%

11%

8. PRIMARY REASON FOR REFERRAL

MH

13

SUD

6

GENERAL ASSISTANCE

33

HOMELESS

25

FAILURE TO THRIVE

17

MEDICAL

24

FREQUENT FIRE CONTACT

8

FALLS

30

Other

0

0

10

20

30

40

Naloxone
Leave at Home

September 2025

Monthly Naloxone Distribution Survey - Jefferson County EMS Leave Behind

Date Survey Completed

10-06-2025 08:17:42

Community Naloxone Distribution

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

1

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

1

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

0

September
Expenses

Description	BARS	Budgeted Amount	Spent	Remaining
EMS Supplies	522 72 31 0101	\$80,500.00	\$7,850.06	\$19,627.96
EMS Medications	522 72 31 0151	\$50,000.00	618.21	\$24,277.07
CPR Program	522 74 45 0101	\$4,000.00		\$4,000.00
Training/Conferences	522 74 45 0201	\$14,600.00		\$11,294.40
EMS Equipment	522 72 35 0101	\$15,000.00	\$2,500.60	\$8,688.34
DOH Training Grant	522 72 35 0251	\$766.00		\$307.36
Required Training	522 74 45 0501	\$12,300.00	\$575.50	\$6,128.00

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 Expected in June/July '26
Brush Truck	\$175,000	\$210,000	\$210,000	Chassis- Nov '24, Est. Box completion March '25, Delivered June '25 In Service Aug '25
Ambulance	\$275,000	\$350,000	\$340,000	April '26
Ambulance Remount		\$185,000	\$241,470	Delivered 10/7/25
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.
- While Spartan was reviewing the specs it was discovered that not all of the equipment was added in for the new radio system and a \$1,208.00 change order was signed per engine to allow proper completion.
- 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 April of 2026.
 - The final build specs were submitted to us for review and a change order was signed crediting us back \$7,550.00
- 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
- 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 an 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.
- Pre-build meeting was conducted on May 21st with Fletcher, Wagner and Johnson to confirm the spec. The vehicle has been stripped of all unnecessary items and we are waiting for Braun to give us a date that they would like to receive the vehicle to begin construction.
- Our expected date to receive the vehicle back has been updated to October.
- EJ239 was delivered to Braun Northwest on 6/13 for them to begin the build process.
- The final specs were sent over for review and a change order was signed on 8/1 for an additional cost of \$1,550.00
- While tearing down and testing the oxygen system it was determined that it was leaking and that additional items would need to be replaced. An additional change order was signed for \$900.00
- **Update-** The vehicle was inspected by BC Fletcher and PM Wagner on 10/7 and returned to EJFR. The final purchase price from Braun NW was \$214,858.17. We are currently working on installing decals and cleaning up a few small items to put the vehicle in service which is expected to occur in late October early November.
- **C.A.R.E.S Vehicle (Final Report)**
 - The purchase of a 2024 Ford Maverick was made in July to replace the aging current vehicle with 200,000 miles on it.
 - Lights have been ordered and have arrived, but we are currently still waiting on the arrival of radios so the upfitter can come in and install all of the components.
 - We are attempting to standardize our logos that we use to avoid using something different on each and every new rig that arrives. With doing this we

are trying to standardize the font that is on the vehicles which has proven difficult to match what we currently have. It appears that it was not a standard font, and we are talking with design consultants to see what it would take to recreate the font that we have.

- **Update-** The vehicle was placed in service on 9/22 and is officially completed.



Additional Awareness

- EJ034-2005 Ford F250 former investigation vehicle
 - This vehicle will be repurposed into the new utility vehicle at Station 2 replacing the former 1993 Dodge 2500(EJ710).
 - The snowplow equipment will be moved over to this vehicle off of Brush 2 (EJ395). This will occur after the wildland fire season to ensure that Brush 2 remains in service during that time.
 - The fuel tank from EJ710 will be also moved onto this vehicle.
 - The vehicle has been stripped down and the canopy has been removed placing this unit in service as a new utility truck at Station 2. The additional work on this vehicle will take place in late October as stated above.
 - **Update-** Vehicle is scheduled to have all of the plow equipment swapped over on the week of 10/13.
- EJ575- 1992 Simon Duplex Tender
 - This vehicle was purchase from Bainbridge Island Fire several years ago as a used apparatus to add to our tender fleet as a temporary fix until we were able to afford new tender.
 - It was a very custom built apparatus and there was only one other one built like it which NKFR bought at the same time that we did. They have since recently sold there's.
 - During a wildland response to Brinnon in July the tender overheated and NKFR was unable to assess the damage to the vehicle for several weeks due to other items that needed servicing. When the vehicle was finally assessed it is assumed that the motor has a crack in the cylinder liner and/or the valve head. Without

tearing down the entire motor we are unable to fully diagnose the problems but because there is coolant coming out of the air box of the motor it is safe to assume it would require a full rebuild to be operable again.

- Calls have been made to several service centers in the area and each one of them said that they would not rebuild the motor due to its age, complexity of repairs and inability to acquire replacement parts. This leaves us with a tender that is inoperable.
- Conversations are being had with all the Chiefs to determine the next best course of action for a short-term and a long-term replacement solution.
- WSRB is being consulted as well to determine what our required need for tenders is to see if we can purchase something more basic without reducing our rating.

- **Engine and Tender Movement**

- Due to the catastrophic failure of the tender as stated above some apparatus repositioning has occurred to best provide operational readiness.
- After several emails with WSRB it has been determined that we need a total of seven in service fire engines at any given time with one additional fire engine as a reserve.
- As an organization we have identified that we should have a minimum number of four tenders in service at any given time.
- Station 8 has been operating out of a tender that is also qualified as an engine for at least a decade. The benefit of this is that they have a large water capacity however it only seats two members, it has limited compartment space, and it is significantly larger than a typical fire engine creating access issues. Another downside of having this tender at a staffed station is that typically when the vehicle is needed for water supply the crew is needed for firefighting activates which leaves the apparatus idle on a fire scene with no operator to be able to shuttle water with the vehicle.
- After conversations with all of the chiefs and members of the apparatus committee it was decided that it would be in the organizations best interest if we moved our current back up engine to become the new Engine 8 and that the current Engine 8 would become the new Tender 6. This would return our tender number to four.
- With this comes its own set of challenges meaning that we no longer have our typical back up engine to move into when an engine goes out of service. The solution that was created is that when a staffed engine has to go out of service for any reason the engine from Station 1 will be pulled from Station 1 and put in place of the out of service engine. When this occurs the crews from Station 1 would predominantly respond out of Ladder 1 because it has the capabilities to be a ladder and an engine.

- The exception to this would be that if Engine 8 goes out of service. When this occurs Station 8 would have to swap back into a tender because the engine from Station 1 will not fit in Station 8.
- The last challenge with this movement is that Station 1 regularly backs up Station 2 in their area which causes access problems for Ladder 1. The solution is that if Engine 1 gets moved out of Station 1 one of our reserve engines would move to Station 1 for this specific scenario.
- With all of this movement we still meet the WSRB requirements of seven in service engines and retain one reserve engine.
- The movement of apparatus was made on 9/27



DIRECTOR'S REPORT

September 25, 2025

❖ Projects:

- **CAD upgrade** is underway after being delayed several months because Tyler would not schedule our desired annual spring upgrade. We are moving from version 2023.2 to version 2025.1, which includes a major and overdue upgrade of the GIS back end that provides address verification, mapping, quadrants, etc. The test side was upgraded last week, and the production site is scheduled to be updated November 3 (with a lengthy and total CAD outage required).
- **Fire Primary simulcast system** imbalance in audio levels was corrected by contracted technician last Tuesday. Technicians then completed annual preventative maintenance on all sites in the simulcast system and West End repeater with no major issues identified.
- **Law Primary interference** has been minimal lately with no progress toward tracking it down.
- IT continues to work on **extending our IP network to tower sites** over our microwave system and cellular/satellite backup. Capital funding is proposed in the 2026 draft budget to complete it, making it possible to deploy the proposed simulcast system refresh early in 2027.
- **ESINet connections** for 911 calls remain more vulnerable to fiber outages than our own connections, and the proposed tertiary use of Starlink is still pending. Our own network failed over to Starlink this week due to an extended early-morning PUD maintenance outage, and IT has made some adjustments to network traffic that is allowed to use the Starlink connection to ensure that connection is more reliable when we fail over to it.
- Jeffcom and Pencom continue jointly investigating **cloud-based call-handling** and **cloud-based CAD** systems in hopes of replacing onsite equipment with a hosted solutions. We will need before the end of 2026 to determine whether we are going to replace expensive in-house call-handling equipment and CAD-hosting servers or will shift to cloud-based options for one or both. Agencies including users of CAD, LERMS and Corrections will need to participate in efforts to switch CAD systems.



- **Tower leasing:** IT staff continue discussing our towers with additional tenants where we have space for leased equipment, and we expect to lease space to NOAA for a weather radio transmitter. NOAA's desire for a fixed long-term lease is causing some issues to be resolved because of Jeffcom's lease from WA DNR is not of similar terms.
- **Strategic plan:** Statewide E911 strategic plan will be reviewed and perhaps adopted at statewide conference in October 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. An overview reviewed at the statewide meeting this month showed it to be well on track, addressing each of the areas listed above and nearing completion.
- Jeffcom and Pencom with the assistance of the medical program directors and EMS personnel from both counties have started the process of **updating emergency medical dispatching** guidebooks. We are jointly switching from a now unsupported guidebook from King County EMS to a fully supported program from APCO. Startup expenses include retraining all communications staff at both centers (\$100 per CO for classes taught at Pencom, \$300 for a center manager to oversee the program, \$1200 to certify instructors at Pencom) and printing customized guidecard books (\$2000). Benefits will include freshly updated guidance that matches field EMS protocols, refresher training on EMD for all communications staff and ongoing training and recertification through APCO. Future training for new COs will likely be done online through APCO classes that start every week and run for six weeks, a correction for the vexing issue we currently face of not being able to send new employees to training.

❖ **Budgetary Items:**

- **State equipment grant** application period has opened, and we expect to apply for funding to replace CAD computers and monitors in 2026, to replace network switches and firewalls in 2026 and to replace our server cluster in 2027. Whether the server will be like-for-like or scaled down will depend on our decision regarding moving to a cloud-native CAD. The grant period covers the state's 2025-27 biennium.
- **Current staffing** has dropped to nine full-time, fully trained communications staff including one supervisor, three part-time communications officers filling some shifts. Scheduling is returning to normal in October after being disrupted by administrative leave for the employee who is resigning, though we will no longer have a fully trained CO working the 1000-2000 shift for the back half of the week.
- **Recruiting:** Communications officer trainee that started July 13 continues to progress through training. A second applicant has will start next week on the

opposite half of the week. These are communications positions ten and eleven. Position twelve will be filled only once others are through training.

- **CBA negotiations** will continue at least through October given the current schedule and assumptions regarding meetings and counter proposals.
- **CAD maintenance credit** statement has been provided by Tyler and largely aligns with our records. A portion of it will be transferred to the account of the City of Port Angeles to cover Jeffcom's third of shared-cost items for the core CAD system, for which Jeffcom is no longer invoiced directly by Tyler. The remainder will be applied to Jeffcom's pending 2025 invoices from Tyler. Discussion continues with Pencom about the extent of those shared-cost items.

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

- **August communications-staff overtime** remained high at 308 hours among nine fulltime communications staff not on leave (July's was 352, June's 254, May's 210).
- **Found Therapy** Services continued sit-in appointments with all shifts, and we offered staff slots at EJFR's second of two scheduled days of private, off-site wellness appointments. Staff continues to show growing trust in that relationship and have started greater making use of Found Therapy resources.
- **Office relocations** are in process. We will work in stages to move the finance manager out of the EOC, then director, then records specialist, then public-education supplies, and finally making space for a second supervisor.

❖ **External Relationships:**

- A **User Group** meeting was held September 9.
 - ◆ Jeffcom mentioned that telephonic interpretive services for officers on scene should not be billed to Jeffcom's grant funding for 911 interpretive services, so agencies need to redistribute to instructions on using their own accounts.
 - ◆ Debriefed progress on the shift to using their table app to update unit statuses and related issue with units from all districts clearing calls entirely and resultant confusion or Jeffcom having to reactivate calls.
 - ◆ Discussed upcoming debriefing of the recent use of the Navy helicopter for a medivac.
 - ◆ Discussed records entry by Jeffcom and what additional records work can be done by staff of LE agencies.
 - ◆ Discussed upcoming project by Jeffcom and Pencom to change APCO emergency medical dispatching guidance and an invitation/request for representatives of fire agencies in both counties to help.
- Draft amendment to the MOUs with Jefferson County and City of Port Townsend for **law-enforcement records services** was refined and sent to JCSO to go through the county's risk/legal review. Similar process with City of Port Townsend has not been started.

❖ CFS and Call Data: January 1 through September 19, 2025

• Fire/EMS calls by agency

Agency	CFS count YTD	CFS count LYTD
EJFR	4218	4126
QFR	432	426
BFD	499	438
DBVFR	84	102
Total	5233	5092

• Law Enforcement calls by agency

Agency	CFS count YTD	CFS count LYTD
JCSO	10538	9477
PTPD	6261	6570
Total	16799	16047

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

Pick-up Time	Call count YTD	Cum. % YTD	Standard
0-10 sec	12838	99.33	n/a
11-15 sec	61	99.80	90%
16-20 sec	16	99.92	95%
21-40 sec	10	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	12925		

• 911 Call Averages

Metric	YTD Average
Ring time	2.95 sec
Hold time	0.69 sec
Talk time	107.68 sec

• Non-911 Calls

Metric	YTD
Number of outgoing calls	6155
Number of incoming calls	14016
0-10 sec pick-up time	99.18%
Average ring time	3.25 Sec
Average hold time	6.78 sec
Average talk time	100.17 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 FINALIZED June 2025 Refine and update our fiscal processes to ensure our fiscal resilience.	- Establish an internal budget committee. - Update financial-related policies and procedures. - Empower program managers to run their projects with greater autonomy while ensuring they follow financial practices.	FC/Finance Director	- Internal Budget Committee Established summer/2022 - Credit Card and Procurement Policy/SOG update March 2023 - Establish financial forecast template - Program workbooks establish March 2023 - Finance Director has developed financial forecast for the next ten years. 7/2025	- Adopt related SOGs for permanence. - Updated 3/2023 - Implemented 3/2023 2024 workbooks posted on sharepoint - New Finance Director has started updating our SOP/SOG's Fall 2024. - Program managers are being mentored by Finance Director. Fall 2024 1/2025 Tanya and Roy are meeting will program managers to help them with purchasing and budget management for their programs. Getting great feedback. - FC has updated program management expectations and tracking, 7/2025.

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. - Integrate software for resource management. CHECK-IT to be implemented for inventory and repair tracking - Maintain a strong culture of resource stewardship.	- Emily - Lead -Wes Lueders Plus Pete/Tanya/Terri - Tanya/Terri - DC Brummel	- Sharepoint Spring/Summer Fall 2023 - TEAMS implementation has started. 2024 - Check-it has been procured U.I. is being loaded with current inventory. - Update capital replacement procedures and restore appropriate funding Check it for repair and inventory management	- Migration to Sharepoint began 12/23 - Business/HR Manager Stewart continues to focus on training staff to be more efficient and increase communication. - Finalizing database, presentation by Brummel 12/24 - Finance Director tasked and program managers are updating. Fall/winter 2024 - Check-it is fully implemented, 7/25 Fleet vehicle replacement is completed. 8/25 Roy is working with Facilities Managers to establish capital replacement planning documents. 3/25 - continues - Station 3 is no longer occupied by EJFR. 7/15/25

Goals	Short-term Action Steps	Lead	Key Milestones & Deliverables	Notes
1.3 Build community support for revenue opportunities and provide robust ongoing public communications.	▪ 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.	▪ FC and Staff	▪ 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. Due to launch in June 2025. ▪ Newsletter launched 7/25	▪ 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 \$

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. - 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.	- FC - FC	Update City & County ILAs Clarify and refine EJFR's roles and responsibilities - Fire Prevention Summit with JC BOCC completed 10/25	- 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. Finalized, waiting for signatures. Signed 6/5/25 - Staff support for the airport master plan. - Still waiting for development of FM services agreement with the County. 4/2025. - Negotiation with JC for FM services. 7.9.25 – ongoing, rebuttal provided to JC 10/1/25.

Goals	Short-term Action Steps	Lead	Key Milestones & Deliverables	Notes
Initiative 2. Strengthen our core emergency response services.				
2.1 <i>FINALIZED June 2025</i> Adopt deployment performance goals as District.	- 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	- Adopted minimum staffing January 2023 - Establish other performance goals per Title 52	- Completed 1/2023 - Completed 5/2023 5/2024 implemented alternate ALS response plan. 10/24 Updating districtwide response plans. - Cross-staffing implemented December 2024. - Update Policy Statement 7/25
2.2 Reduce call processing and crew turnout times to more closely align with best-practice goals.	- Establish realistic standards and monthly reporting. - Use training and technology to facilitate compliance.	FC & Staff	Increase capability and capacity for staff to generate reports.	- 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 - CAD Geo-Fencing has been implemented. 5/25 - CAD push button status update finalized 10/25 reducing workload on dispatchers.

Goals		Short-term Action Steps	Lead	Key Milestones & Deliverables	Notes
2.3	Increase daily staffing to improve response performance and crew safety.	- 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. - Evaluate the advantages of a peak demand model and/or alternate shift schedule.	FC & Staff	- Adopt policy in compliance with Title 52 - Update Response Plans and Run Cards	- 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. - MOU adopted for 56+1 staffing 8/25
2.4	<i>FINALIZED June 2025</i> Prioritize and implement resources to provide the best return to our customers.	- 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	- Complete amended WSRB Rating - DONE!	- 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 FINALIZED June 2025 Maintain EJFR's high EMS standards and return of spontaneous circulation rate.	- Work with established groups to formalize long-standing efforts, including: - 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	- Re-ignite the CPR program - Recruitment of new CPR instructors is underway - Update Patient Care Procedures (PCP) and response procedures.	- 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. 2024 CPR CARES stats have been published (see attachment)
2.6 Address immediate and long-term facility needs.	- Develop an interim facilities plan describing how we would invest levy funds beginning in 2024. This plan should address: - 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	Spring 2023, establish facility work group, prioritizing station improvements, facility development, locations and possible property disposal	- Hiring of Facility Tec DONE 7/1/2024 - Station 3 is no more. - Facilities analysis in progress. - Station security enhancements are underway. - Valuation completed for Boat Haven and airport. Negotiations to begin 10/25.

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	Increase trained responders to ensure we meet District-set minimum capability standards in identified risk groups.	- DFC Brummel - CRM Wittenberg	- Proposed for 2024 Budget - Conduct a Community Risk Assessment compliant with NFPA and CRR standards.	- 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 started the Boston Program 4/25 - Spring 2025 PM testing underway. One member proposed to start Medic 1 fall of 2025. <i>Waiting list confirmed.</i> 2 members attending NFA special ops management, fall of 2025. - Specialty Pay discussion is underway 10/25.
3.2	Expand our fire prevention program to reduce risks to fire fighters and community members	- Prioritize crew visits to low frequency/high risk facilities. - Initiate reengagement with the community for life/safety inspections.	- CRM Wittenberg - CRM Wittenberg	- Resetting interagency roles - Inspections were restarted in January 2023. - Implemented fire prevention service contract with the City.	- CRM and CRA hired 5/2024 - Senior staff attending NFA CRR Management, July 27.

Goals	Short-term Action Steps	Lead	Key Milestones & Deliverables	Notes
3.3 FINALIZED June 2025 Partner with our community to prevent and respond to increasing wildland fire risks	- 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.	FC	- Develop content and format for community messaging - Messaging at Famer's Markets and other public outreach - Collaborate with County/City partners and establish CWPP - CWPP development group rebranded as JC Wildfire Alliance.	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. Summer 2025 - Community Wildfire Defense Grant in final development with other county partners >\$2,000,000. denied - DNR Ready Neighbors grant continues to grow. We have signed three addendums, increasing the inspections to 200+. - Ready Neighbors funding ended, but inspections continue.

Goals		Short-term Action Steps	Lead	Key Milestones & Deliverables	Notes
3.5	Collaborate with regional partners to establish a robust mobile integrated healthcare program	Continue to seek funding opportunities and explore interest among key partners, including Jefferson County Public Health, Jefferson Healthcare and others.	FC	Pursue grants for continued CARES funding Cultivating input from various stakeholders We are supporting a grant proposal from BHC to analyze frequent callers and CARES impact.	Completed 2/2023 In progress - AWC CARES grant funded \$202K for 2024/25 - CARES 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	- 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.	DFC Brummel	Seek funding and grants	- In progress - Safety Program Manager course taught in February 2025.

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	- 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.	BC MacDonald		
		Broaden workforce participation in fitness/wellness practices.	- Brummel - HR Manager Stewart	- Broaden annual medical evals and injury recovery - Reviewing ergonomic consult/coach 7/2025	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. - Scheduling family MH workshops this summer. - CISM performed for threshold events in June/July - CISM SOG in development 10/25 - Annual physicals and ONETEST provided to all EJFR staff, 9/25.
4.3	Formalize and strengthen professional development and career track processes	Begin planning for medium-term efforts.	DFC Brummel & Training Officer		- Training Captain implemented 1/2024 - No more PIC's. All stations are NFPA 1021 compliant. 3/25 - Training Advisory Committee planning January meeting.

Goals	Short-term Action Steps	Lead	Key Milestones & Deliverables	Notes
4.4 <i>FINALIZED June 2025</i> Ensure recruitment efforts align with the needs of the organization	- Identify current and future retention and recruitment needs of the organization. - Establish staffing and recruitment plans.	E1		2/2024 Establishing PM eligibility list. 4/11/24 Three new PM FTE's offered employment. - Lt. promotional exam, January 2025. - Promoted Lt. to fill vacancy July 1, 2025.

**JEFFERSON COUNTY FIRE PROTECTION DISTRICT No. 1
RESOLUTION NO. 25-11**

**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 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 21st day of October, 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

Items still being added, will have complete list by BOC Meeting time



**AFFILIATION AGREEMENT BETWEEN
UNIVERSITY OF WASHINGTON
AND
EAST JEFFERSON FIRE AND RESCUE**

This Affiliation Agreement (the "Agreement"), effective as of September 26, 2025 is entered into by and between the University of Washington ("UW"), a state institution of higher education, on behalf of its School of Medicine ("the School") located at Seattle, Washington, and East Jefferson Fire and Rescue ("Fire Department"), located at Port Townsend, Washington. The School, Harborview Medical Center and UW Medical Center are among the component entities of UW Medicine, whose mission is to improve the health of the public by advancing medical knowledge, preparing the next generation of physicians, scientists and other healthcare professionals, and providing outstanding clinical care. The purpose of this Agreement is for UW to provide Paramedic Training (the "Paramedic Training Program") for Fire Department's designated employees ("Paramedic Students").

IN CONSIDERATION OF THE MUTUAL COVENANTS AND AGREEMENTS CONTAINED HEREIN, UW AND FIRE DEPARTMENT AGREE AS FOLLOWS:

GENERAL PROVISIONS

1. UW and Fire Department agree that upon execution of this Agreement and within the scope of its provisions, UW may develop letter agreements with Fire Department to formalize operational details of the Paramedic Training Program for Fire Department's Paramedic Students. Letter agreements will be considered to be attachments to this Agreement and will be binding when signed by authorized representatives of each Party.
2. UW and Fire Department will instruct their respective faculty, staff, and Paramedic Students participating in the Paramedic Training Program to maintain confidentiality of Paramedic Student and patient information as required by law and by the policies and procedures of UW and Fire Department.
3. There will be no unlawful discrimination against any program participant or applicant covered under this Agreement because of race, color, religion, national origin, age, handicap, status as a Vietnam era or disabled veteran, sex, or sexual orientation, nor will UW or Fire Department engage in such discrimination in their employment or personnel policies.
4. Fire Department and UW acknowledge that the Medic One Foundation provides funding for Paramedic Students' tuition costs for the Paramedic Training Program. UW may charge nominal fees for incidental expenses per Paramedic Student/per Paramedic Training Program session, following discussion between the Parties.

FIRE DEPARTMENT RESPONSIBILITIES

5. Fire Department will designate an appropriately qualified person to coordinate and act as a liaison ("Liaison") with UW. Fire Department will notify UW in writing of any change in Liaison. Liaison will meet with the UW Educational Supervisor described in Paragraph 15 below at the beginning and

end of Program sessions to discuss and evaluate the Paramedic Training Program. These meetings will take place in person if practicable, otherwise by telephone conference.

6. Fire Department will provide the names for all Paramedic Students to be enrolled in the Paramedic Training Program at least six weeks before the beginning date of the relevant Program session. Fire Department is responsible for supplying any additional information required by UW prior to the arrival of Paramedic Students. Fire Department will immediately notify UW in writing of any change or proposed change in a Paramedic Student's status.

7. Fire Department will designate as Paramedic Students only those employees who have current Washington State EMT-B status (through June 30 of the following year), HIPAA training, and who meet all applicable UW entrance requirements.

8. Fire Department will ensure evaluation of Paramedic Students' immune status with regard to current CDC and OSHA standards for healthcare personnel, upon program entry and again each time standards are changed or updated. Fire Department will also ensure students receive initial and annual tuberculosis screening according to current CDC and OSHA guidelines. Fire Department will provide information to UW regarding Paramedic Student status concerning the above requirements prior to enrollment in the Paramedic Training Program.

9. Fire Department agrees to request a Child Adult Abuse Law and criminal background check (CAAL check) through the Washington State Patrol pursuant to RCW 43.43.830-.842. Fire Department agrees to provide UW with a copy of the check result pertaining to each Paramedic Student considered for placement at the UW. Fire Department acknowledges that placement of each Paramedic Student at the UW is contingent upon provision of information dated less than two years prior to the commencement of the Paramedic Training Program.

10. Fire Department will be responsible for each Paramedic Student's Worker's Compensation while on duty at UW and their health insurance coverage during participation in the Paramedic Training Program.

11. Fire Department will comply with and ensure to the extent possible that Paramedic Students comply with the policies and procedures established by UW. Fire Department will notify each Paramedic Student of their status and responsibilities pursuant to this Agreement.

UW RESPONSIBILITIES

12. UW will be responsible for planning, instruction, and administration of the Paramedic Training Program, and will provide Paramedic Students with a desirable Paramedic Training experience within the scope of this Agreement. The program is intended to allow Paramedic Students to meet the educational requirements for paramedic certification with the Washington Department of Health pursuant to RCW 18.71.205 and WAC Chapter 246-976.

13. UW will evaluate Paramedic Student progress as part of the Paramedic Training Program. UW will submit required reports on each Paramedic Student's performance to Fire Department on forms provided by Fire Department.

14. UW will have the final responsibility for grading Paramedic Students.

15. UW will designate one person as the Educational Supervisor, who will maintain contact with the Fire Department-designated Liaison to assure mutual participation in and review of the Paramedic Training Program and Paramedic Student progress. UW will notify Fire Department of any change in the Educational Supervisor.

16. The Paramedic Training Program will include as applicable, clinical educational experiences in UW Medicine healthcare facilities. UW will designate appropriately qualified Preceptors as applicable, to be responsible for supervision of Paramedic Students during the clinical educational experience portions of the Paramedic Training Program.

17. UW will provide Paramedic Students with access to sources of information necessary for the Paramedic Training Program, within UW policies and procedures and commensurate with patients' rights, including library resources and reference materials.

18. UW will make available to Paramedic Students basic supplies and equipment necessary for the Paramedic Training Program and related care of patients. Within the limitation of facilities, UW will make available office and conference space for Paramedic Students and as needed, the Fire Department School Liaison.

19. UW retains full responsibility for the care of its UW Medicine patients and for related billing and will maintain the quality of patient care without relying on the Paramedic Students' clinical training activities for staffing purposes.

20. UW has the right to take immediate temporary action to maintain its operation free from disruption and to ensure quality of patient care, including the right to terminate access to its UW Medicine healthcare facilities or participation in the Paramedic Training Program by a particular Paramedic Student. As soon as reasonable possible thereafter, the UW Educational Supervisor will notify Fire Department of the action taken. All final resolutions of the Paramedic Student's academic status in such situations will be made solely by UW, and all final resolutions of the Paramedic Student's employment status in such situations will be made solely by Fire Department.

21. On any day when a Paramedic Student is participating in the Paramedic Training Program at its facilities, UW will provide such Paramedic Student necessary emergency healthcare or first aid for accidents occurring in its facilities. The Paramedic Student will be responsible for the costs of all care. Except as provided in this agreement, UW will have no obligation to furnish medical or surgical care to any Paramedic Student.

PARAMEDIC STUDENT STATUS AND RESPONSIBILITIES

22. Paramedic Students will have the status of learners and will not replace UW personnel. Any service rendered by Paramedic Students is incidental to the educational purpose of the Paramedic Training Program.

23. Paramedic Students will be and will remain Fire Department employees and will in no sense be considered UW employees. UW does not and will not assume any liability under any law relating to Worker's Compensation on account of any Fire Department Paramedic Student's performing, receiving training, or traveling pursuant to this Agreement. Paramedic Students will not be entitled to any

monetary or other remuneration for services performed by them at UW, nor will UW otherwise have any monetary obligation to Fire Department or its Paramedic Students by virtue of this Agreement.

24. Paramedic Students are required to adhere to applicable UW standards, policies, and regulations during their Paramedic Training Program at UW.

25. Paramedic Students will wear appropriate attire and nametags and will conform to the standards and practices established by UW during their Paramedic Training Program.

26. Students must make arrangements for their own transportation to and from all training activities. If students choose to carpool to training locations, they should be aware that the driver's personal auto insurance will be primarily responsible for any damage to property or bodily injury to other party or parties. If an accident occurs, the driver should contact the local police and complete an accident report.

LIABILITY COVERAGE PROVISIONS

27. Each Party to this Agreement will be responsible for the negligent acts or omissions of its own employees, officers, trainees, or agents in the performance of this Agreement. Neither Party will be considered the agent of the other and neither Party assumes any responsibility to the other Party for the consequences of any act or omission of any person, firm, or corporation not a Party to this Agreement, other than Paramedic Students as provided in Paragraph 29 within this liability coverage section.

28. UW will defend, indemnify, and hold Fire Department harmless from any loss, claim or damage arising from the negligent acts and omissions of UW's employees, officers, and agents connected with performing its obligations under this Agreement. UW maintains a professional liability coverage program under the authority of RCW 28B.20.250, .253, and .255. Through that authority, UW provides professional liability coverage for its employees, officers, and agents in the performance of this Agreement. Paramedic Students are not agents of UW.

29. Fire Department will defend, indemnify, and hold UW harmless from any loss, claim or damage arising from the negligent acts and omissions of Fire Department's employees, officers, Students and agents, including the independent negligence of Paramedic Students. Fire Department will maintain professional liability coverage with limits of not less than \$1,000,000 per occurrence and \$3,000,000 annual aggregate (or an equivalent program of self-insurance).

30. Upon request, both Parties will provide proof of coverage. UW and Fire Department will notify the other in the case of material modification or cancellation of coverage, and to provide subsequent proof of coverage thereafter.

PROVISIONS REGARDING BLOOD-BORNE PATHOGENS

31. Fire Department certifies that it has trained each Paramedic Student it sends to UW in universal precautions and transmission of blood-borne pathogens and that it will send to UW only Paramedic Students who have been trained in and have practiced using universal precautions. Fire Department has provided the opportunity to receive Hepatitis B (HBV) vaccine pursuant to RCW Ch. 70.24 to all Paramedic Students before enrollment in the Paramedic Training Program. As applicable, UW will

provide or facilitate provision of personal protection equipment that is appropriate for the tasks assigned to Paramedic Students during the Paramedic Training Program.

32. If a Paramedic Student sustains a needle-stick injury or other substantial exposure to bodily fluids or other potentially infectious material while participating in the Paramedic Training Program onsite at UW, UW agrees to provide the following services:

32.1. Being seen by UW's employee health service and/or relevant UW Medicine healthcare facility emergency department as soon as possible after the injury for emergency medical care;

32.2. Initiation of HBV, Hepatitis C (HCV) and HIV protocol;

32.3. HIV counseling and appropriate testing.

The Paramedic Student will be responsible for the costs of any such care, testing, and counseling. UW will determine the source patient's HBV, HCV, and HIV status according to its customary policies and procedures.

TERM AND TERMINATION

33. This Agreement is effective September 26, 2025, and will continue thereafter from year to year. This Agreement will be reviewed by the Parties no later than three years from its effective date, or earlier at the request of either Party. UW and Fire Department will jointly plan Paramedic Student placement in advance of each program year's beginning.

34. This Agreement may be terminated by sixty (60) days' written notice; however, such termination shall not become effective for Paramedic Students then enrolled in the Paramedic Training Program if such termination prevents completion of their Paramedic Training Program.

MISCELLANEOUS PROVISIONS

35. HIPAA. UW has designated its healthcare components and the entities comprising UW Medicine as one Affiliated Covered Entity under the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"). Fire Department will direct students to comply with relevant UW Medicine policies and procedures. Solely for the purpose of defining the Paramedic Students' role in relation to the use and disclosure of UW protected health information, Paramedic Students are defined as members of the UW workforce, as that term is defined by 45 CFR 160.103, when engaged in clinical training activities at UW healthcare facilities pursuant to this Agreement. However, Paramedic Students are not and shall not be considered UW employees.

36. Entire Agreement. This Agreement constitutes the entire agreement between the Parties, and supersedes all prior oral or written agreements, commitments, or understandings concerning the matters provided for herein.

37. Amendment. This Agreement may be modified only by a subsequent written amendment executed by the Parties.

38. Order of Precedence. Any conflict or inconsistency in this Agreement and its attachments will be resolved by giving the documents precedence in the following order:

38.1. This Agreement;

38.2. Attachments to this Agreement in reverse chronological order.

39. Governing Law. The Parties' rights or obligations under this Agreement will be construed in accordance with, and any claim or dispute relating thereto will be governed by, the laws of the State of Washington.

40. Notices. All notices, demands, requests, or other communications required to be given or sent by Fire Department or UW, will be in writing and will be mailed by first-class mail, postage prepaid, or transmitted by hand delivery, electronic mail or facsimile, addressed as follows:

To Fire Department:

Bret Black, Fire Chief
East Jefferson Fire and Rescue
24 Seton Road
Port Townsend, Washington 98368
Email: bblack@ejfr.org

To UW:

Eric Timm, BSN, RN, Paramedic Training
325 9th Avenue, Box 359727
Seattle, Washington 98104
Email: etimm@uw.edu

Each Party may designate a change of address by notice in writing. All notices, demands, requests, or communications that are not hand-delivered will be deemed received three days after deposit in the U.S. mail, postage prepaid; or upon confirmation of successful facsimile or email transmission.

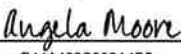
41. Survival. Fire Department and UW expressly intend and agree that the liability coverage provisions of this Agreement will survive the termination of this Agreement for any reason.

42. Severability. If any provision of this Agreement, or of any other agreement, document, or writing pursuant to or in connection with this Agreement, is held to be wholly or partially invalid or unenforceable under applicable law, that provision will be ineffective to that extent only, without affecting in any way the remaining parts or provisions of this Agreement or such other agreement, document, or writing.

43. Waiver. Neither the waiver by any of the Parties hereto of a breach of or a default under any of the provisions of this Agreement, nor the failure of either of the Parties, on one or more occasions, to enforce any of the provisions of this Agreement or to exercise any right or privilege hereunder, will thereafter be construed as a waiver of any subsequent breach or default of a similar nature, or as a waiver of any of such provisions, rights or privileges hereunder.

Signature page follows.

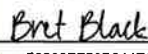
UNIVERSITY OF WASHINGTON

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Angela L. Moore
Interim Vice Dean, Administration and Operations
UW School of Medicine

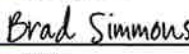
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EAST JEFFERSON FIRE AND RESCUE

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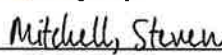
Bret Black
Fire Chief

Date: 10/20/2025

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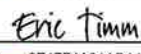
Brad Simmons
President, UW Medicine Hospitals and Clinics
Senior Vice President for Medical Affairs
University of Washington

Date: 10/17/2025

DocuSigned by:

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Steven H. Mitchell, MD, FACEP
Professor and Interim Chair
Department of Emergency Medicine

Date: 10/17/2025

DocuSigned by:

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Eric Timm, BSN, RN
Program Director
University of Washington/Harborview Medical Center
Michael K. Copass, MD Paramedic Training Program

Date: 10/17/2025

2025 Upcoming Events

Group	Event	Date
2025		
October		
EJFR	Farmer's Market - Fire Prevention Week	10/4/2025
EJFR	Fire Fest	10/11/2025
BOC/Admin	JC Comm. & Admin Prof. Mtg	10/16/2025
BOC/Admin	WFCA Annual Conference	10/22-10/25
November		
EJFR	Farmer's Market - Cooking/Kitchen Fire	11/8/2025
BOC/Admin	Public Budget Hearing	11/18/2025
December		
EJFR	Farmer's Market - Heating Safety	12/6/2025
EJFR	Annual Recognition Banquet	12/13/2025
BOC/Admin	JC Comm. & Admin. Prof. Banquet	TBD