



# 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

December 16, 2025

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

#### PLEDGE OF ALLEGIANCE

##### 1. Agenda Changes –

##### 2. Consent Agenda

A. Approve Minutes from November 12, 2025, Special Board Meeting and TAB 2A the November 18, 2025, Regular Board Meeting

##### B. Vouchers

- Approve General Fire expenditure warrants dated November 13, 2025, and November 26, 2025, totaling **\$187,713.23**
- Approve EMS expenditure warrants dated November 13, 2025, and November 26, 2025, totaling **\$53,792.17**
- Approve payroll expenditure warrants dated November 19, 2025, and, December 4, 2025, totaling **\$845,330.30**

##### 3. Correspondence –

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

##### 5. Presentations –

##### 6. Announcements and Acknowledgements

A. EJFR Media Spotlight –  
B. Other Acknowledgments/Announcements

TAB 6A

##### 7. Staff Reports -

TAB 7

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

Deputy Chief Brummel  
Finance Director  
CRR Manager  
Battalion Chiefs

8. **Committee/Workgroup Reports**  
A. Budget Committee - *Done*  
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  
B. 2026 Migration to Teams and SharePoint Refresher TAB 12A

13. **New Business**  
A. Policies – Credit Card and Travel Policy  
    1. SOG 6006b Travel Expenses  
    2. SOG 6010a Credit Card Usage TAB 13A  
B. Resolution 25-17 Surplus Property TAB 13B  
C. Designate Funds Received from GEMT FY2024 Settlement TAB 13C  
D. Salish REAL Team MOU TAB 13D  
E. JC Fire Commissioners & Admin 2026 Hosting In-Person Mtg  
F. Oath of Office – Commissioner Seabrook  
G. Election of BOC Chair/Vice Chair

1) ***Executive Session Pursuant to RCW.42.30.110(i)(g) review the performance of a public employee***  
2) ***Executive Session Pursuant to RCW.42.30.110(i)(g) review the performance of a public employee***

14. **Upcoming Topics/Events** TAB 14  
• Implementation of SharePoint  
• Drug Free Workplace SOG update

**Good of the Order –**  
• Food Bank Donation Challenge

**Adjournment**

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