



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

See www.ejfr.org for meeting link

3:00pm

AGENDA

May 19, 2026

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

PLEDGE OF ALLEGIANCE

1. **Agenda Changes –**
2. **Consent Agenda** TAB 2A
 - A. Approve Special Meeting Minutes from April 2026 and Regular Meeting Minutes from April 21, 2026
 - B. **Vouchers**
 - Approve General Fire expenditure warrants dated April 24, 2026, and May 1, 2026 totaling **\$327,173.49**
 - Approve EMS expenditure warrants April 24, 2026, and May 1, 2026 totaling **\$131,361.99**
 - Approve payroll expenditure warrants dated April 17, 2026 and May 4, 2026 totaling **\$900,258.09**
 - Approve 1st Quarter Volunteer Stipend warrants dated April 09, 2026 totaling **\$7,670.34**
3. **Correspondence** TAB 3
4. **Public Comment –** *(for items not on agenda, 3 minutes per person)*
5. **Presentations –**
 - A. 1/10th of 1% & Fire CARES - Lolinthea Hinkley and Apple Martine, JCPH TAB 5
 - B. New Volunteer Introduction – D. Codier
6. **Announcements and Acknowledgements**
 - A. EJFR Media Spotlight – TAB 6A
 - B. Acknowledgements TAB 6B
7. **Staff Reports –** TAB 7
8. **Committee/Workgroup Reports**
 - A. Finance Committee – Did not meet
 - B. Community Risk Reduction – *Did not meet*
 - C. Apparatus Committee – *Did not meet* TAB 8C

- D. Facilities Committee – Did not meet
E. Training Advisory Committee – TAB 8E
- 9. Commissioner Committee Reports**
A. JeffCom TAB 9A
B. EMS Council
C. JC Fire Commissioners & Admin. Prof. - next mtg 6/18/26
- 10. Local 2032 Report**
- 11. Public Comment** – *(for items on the agenda, 3 minutes per person)*
- 12. Old Business**
A. Focus2026 (April) TAB 12A
B. Deputy Fire Chief Recruitment Update TAB 12B
C. Station 1 Radio/Cell Tower Update - Black TAB 12C
D. Financial Policies from April (Excl.Tax-Exempt Properties) TAB 12D
- 13. New Business**
A. Policies/SOG's - None
B. Draft Annual Report – Wittenberg & Black TAB 13B
C. Fiscal Sustainability Work Session TAB 13C
D. Resolution 26-07 Surplus Property TAB 13D
E. Property Tax Limits TAB 13E
F. Pumper/Tender Purchase Authorization TAB 13F
G. Fire Chief Evaluation Process
- 14. Upcoming Topics/Events** TAB 14
 - Proposed Future Agenda Items
 - Chair/Vice Chair Election Process

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
SPECIAL MEETING MINUTES FROM April 8, 2026**

CALL TO ORDER

Board Chair Deborah Stinson called the special meeting to order at 3:02 PM at St 7 and virtually via Microsoft Teams app.

COMMISSIONERS & ADMINISTRATIVE STAFF

District 1 Commissioners: Deborah Stinson, Geoff Masci, Dave Seabrook, Steve Craig and Jeannie Price.

Admin Staff: Chief Black, Finance Director Lirio and District Secretary Cray. HR Manager Stewart attended virtually.

A. Strategic Plan: Review and Plan for Updates – Black presented a review of what a strategic planning process looks like, a review of EJFR’s current strategic plan (SP) and how to go about updating our plan.

The Board discussed the current plan and although many items have been completed there are still more items to check off. Costs associated with a renewal were noted. Black would recommend using consultants for the community stakeholder meetings. Masci was hesitant to spend money considering how low the turnout was for our levy meetings. Black assured the board that consultants are very good and could get attendance.

Since the current SP was created just prior to the merger with Port Ludlow (PL), the board discussed how to integrate them. Black noted he is looking for direction to establish a work plan which will include a SP committee. The committee can include the upcoming Community Risk Assessment which will be built into the standards of cover (SOC). This information will include PL.

Commissioner Seabrook presented a proposal to add a new strategic initiative to our existing strategic plan.

RECESS: Stinson called for a five-minute recess from 4:15pm – 4:20pm.

Seabrook discussed the increasing risk of failure to systems that EJFR relies on. He noted the importance of understanding our usage of supplies like gas and propane and to look for opportunities to reduce our risk of interruption of these supplies. Other areas to focus include food/water/energy supply chain, communications systems and administrative and personnel systems for continuity of operations.

The board discussed his proposal. Stinson noted that all are important points but would like to see this presented to the SP committee for input as they know all our systems. Craig added that this is very important if it isn’t impeding our work. **MOTION:** Seabrook moved that EJFR adopt Strategic Initiative 5 – “Operational Resilience” and that we establish an adhoc committee with representation from all levels of the organization to assess vulnerabilities to critical supply chains in EJFR’s food, water, energy, communications, and admin/personnel systems, to establish strategic goals and supporting policy for continuity of operations during longer term disasters and/or societal level disruptions, and to explore options and develop contingency plans. The Operational Review Committee will report its findings back to the Board of Commissioners by September 2026. Masci seconded the motion. Further discussion. Masci sees this as a piece of critical knowledge to add to the SP. Craig added that this is a lot to do in 6 months. He supports adding to the 2027 plan but is

April 8, 2026

concerned we haven't done anything with our facilities, which is a massive hole and we have serious issues with our infrastructure. This isn't important enough to interrupt what we are already doing. Price doesn't feel there is enough time to add this now and we should begin with the update to our SP and work on this as we can. Stinson noted her concern on the impact to staff. We need to be thoughtful of how we would go about this. In the past, during COVID we have been able to pivot. She noted the fuel summit that is coming soon, and that piece is appropriate for many other agencies to speak to as well. A committee this broad will take a lot of time, we could consider adding this as part of our SP work plan but opposes the motion as it is written.

Black noted the topic and points discussed have a lot of alignment, all are important and relevant though he added that it seems the proposal mixes the intent of a SP with an incident action plan. Inserting a new initiative into our SP now disrupts everything else that built our SP. Black stated that we need a clear boundary line of what is in our control. These are valid issues but believes they are better addressed by other interagency sub-committees.

Stewart added that we currently have a tight time frame with a lot of other important tasks occurring. We are about to hire a new Deputy Chief that will have a lot to do with the SP. We may be putting the cart before the horse. Lirio added that he is already working on policies and with the County for continuity of operations with our finances. Masci called for the questions.

Seabrook made a point of order to rebut the discussion. Seabrook stated that a year ago he brought a similar motion and there has been no progress on this topic. He has a sense of urgency. He would like Citygate to add big picture items. Adding other agencies can slow down our progress. Stinson stated that she is not prepared to stand up a 6-month committee. Price noted she would like to review the presentations and cannot support this motion today. Stinson called all in favor: Masci and Seabrook, aye. She called all opposed: Stinson, Craig and Price, aye. Motion failed.

PUBLIC COMMENT: None.

ADJOURNMENT

Stinson adjourned the meeting at 5:02pm.

Jefferson County Fire District 1

Deborah Stinson, Chair

Jeannie Price, Vice Chair

Geoffrey Masci, Commissioner

Steve Craig, Commissioner

Dave Seabrook, Commissioner

ATTEST:

Tanya Cray, District Secretary

April 8, 2026



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

**BOARD OF COMMISSIONERS
MEETING MINUTES FROM April 21, 2026**

CALL TO ORDER

Board Chair Deborah Stinson called the special meeting to order at 2:30 PM at St 6 and virtually via Microsoft Teams app.

COMMISSIONERS & ADMINISTRATIVE STAFF

District 1 Commissioners: Deborah Stinson, Geoff Masci, Dave Seabrook, and Jeannie Price. Steve Craig attended virtually.

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

Guests: The District Labor Lawyer Dave Luxenberg and Local 2032 representatives Caton White and Alex Morris attended virtually.

1. AGENDA CHANGES – Stinson noted some new information was added to items 13B, 14E and Correspondence.

2. EXECUTIVE SESSION – Commissioner Stinson called for a 20-minute Executive Session pursuant to RCW42.30.140(4)(a) relating to grievance proceedings at 2:31pm until 2:51pm. Chief Black, Dist. Sec. Cray, HR Stewart, Luxenberg, White and Morris remained in session with the Board. At 2:41pm Black, White and Morris exited. The executive session was extended at 2:51pm for another 10 minutes. At 3:01pm the executive session was extended for 5 minutes. At 3:06 the executive session ended, and the meeting was called back into open session. Stinson stated no decisions were made and no action was taken.

MOTION: Masci moved to affirm the Chief's discipline. Craig seconded the motion. All in favor: Stinson, Craig, Price and Masci. Opposed: Seabrook, motion carried.

MOTION: Stinson moved to authorize the Chair to provide written notice of the decision to the Union. Price seconded the motion which carried unanimously.

3. CONSENT AGENDA

- Approve Minutes March 17, 2026, Regular Board Meeting.

Vouchers

- Approve General Fire expenditure warrants dated March 10, 2026, March 25, 2026, April 1, 2026, and April 8, 2026, totaling **\$510,529.73**
- Approve EMS expenditure warrants March 10, 2026, March 25, 2026, April 1, 2026, and April 8, 2026, totaling **\$225,515.07**
- Approve payroll expenditure warrants dated March 19, 2026, and April 2, 2026, totaling **\$869,862.18**
- Excuse Commissioner Craig's absence at the March BOC Meeting.

MOTION: Masci moved to approve the consent agenda. Price seconded the motion which carried unanimously.

4. CORRESPONDENCE – Correspondence item in board packet.

April 21, 2026

5. PUBLIC COMMENT – None.

6. PRESENTATIONS – None.

7. ANNOUNCEMENTS AND ACKNOWLEDGMENTS

A. EJFR Media Spotlight

B. Other Acknowledgments/Announcements –EJFR’s newest career firefighter Blake Bentzen introduced himself to the Board. He is a former Firefighter in Training (FIT) here at EJFR and was honored to apply and be hired as a career firefighter. The board welcomed and congratulated him.

8. STAFF REPORTS – Chief Black gave kudos to Training Captain Bergen and Deputy Chief Brummel on the best training burn he had been part of. Everything went smoothly, including a kitten rescue. Neighboring agencies appreciated being included. Price commented that she was thanked by a member of Navy Region Northwest, and he stated how grateful they are for the support we give them. Black also discussed the WSRB group he is part of had a final meeting and they are hoping to ratify the changes made at the May Washington Fire Chief’s Conference.

DC Brummel noted the MCI plan has been distributed to the MPD and other districts for review. It is on the agenda for the 5/4/26 Jefferson County Fire Chiefs meeting. There has been no movement on any federal grant funding. Price noted how nice it was to see the interaction between the career and volunteer firefighters at the live burn.

Lirio noted the overtime (OT) issues that the district had seen over the past couple years showed a reduction during the 1st quarter of 2026. Paramedic OT has been reduced due to the addition of two new paramedics coming online mid-2025. Seabrook commented that OT typically goes up in the Summer, Lirio confirmed but noted that even our slowest quarter showed a reduction in OT.

The survey that HR Manager Stewart sent out received 45 responses and it showed certain trends are rising and what the district needs to work on. It was noted that we now have 109 members which include 38 volunteers.

9. COMMITTEE/WORKGROUP REPORTS

A. *Finance/Budget Committee* – No report.

B. *Community Risk Reduction Group* – No report.

C. *Apparatus Committee* – BC Fletcher reported there are 2 tentative dates for visits to the factory 3 weeks apart in early and late June.

D. *Facilities Committee* – No report.

E. *Training Advisory Committee* – No meeting held.

10. COMMISSIONER COMMITTEE REPORTS

A. *JeffCom Report* – They are bringing on a new employee soon which will bring them to 11. The full report is in the packet.

B. *EMS Council* – Seabrook stated he didn’t attend, and Black reported on a collaboration between district 2/4/5 for an ALS plan that is currently conceptual. Clallam county seems to be having some issues getting the clot buster drug, we have been using the exchange program with no issues. There are some dosage changes coming in the near future.

C. *Jefferson County Fire Commissioners and Administrative Professionals Association* – We are hosting the next meeting in June and still working on lining up a venue. The association will be inviting Representative Adam Bernbaum to speak and may also invite the Jefferson County Fire Marshall’s office.

11. Local 2032 REPORT – No report.

12. PUBLIC COMMENT - Agenda items only – None.

13. OLD BUSINESS

A. FOCUS 2026 – Items shown in blue text are new. Black noted the Facilities Advisory Committee has been established.

B. SP Materials Follow-Up and Proposed Timeline– Black gave a short rundown of the workplan and asked the board for questions. He contacted Berk Consulting to get advice and review the scope. Wittenberg is in the process of securing the Risk Assessment to help analyze data. The use of Darkhorse will also be a crucial factor in this project. Preparation will begin in summer of 2026 and implementation is expected by summer of 2027.

C. Station 1 Radio/Cell Tower Update – Black provided an overview of the study done by AT&T. They are in a hurry due to the demolition of the Lincoln Building. They can use the existing mechanical room and he is expecting a request to temporarily mount equipment on the roof of Station 1. The current agreement will need to be updated to a 3-way agreement with EJFR, JeffCom and AT&T as we own the land and electricity and JeffCom owns the tower. The Board should have this agreement to review in May or June.

D. Deputy Fire Chief Recruitment Update – There were 13 candidates of which 6 were brought forward for the recruiter to interview. There will 2-4 moving forward to panel interviews which will be scheduled soon.

14. NEW BUSINESS

A. Policies and SOGs –

Drug Free Workplace SOG 2004a – Black noted the SOG was approved by the union unanimously. This SOG was a 3–4-year project. It is intended to be used as a guide for the BC's. The board thanked all involved in the process.

Finance Related SOP/SOG's Draft – Lirio presented several finance policies and SOG's noting this is only a first look and no motion is requested at this time. All have been reviewed by legal. The board will see them again on next month's agenda.

The new policy for exempt properties was tedious to write and very important. Legal has reviewed and is supportive. Stinson recommended that we provide our process to these properties in order to give them a heads up and to see if they have concerns or ideas.

RECESS: Stinson called for a 10-minute recess at 4:05pm until 4:15pm.

B. PUD Utility Easement at Fire Station 5 (Marrowstone Is.) –

The PUD would like to have a fiber hub on our property. There is an existing concrete slab that we would like to use as an approach for a disaster prep container. The PUD has offered to pour the remainder of the slab for the container to sit on in exchange for an easement for the hub. This will also benefit the residents of Marrowstone Is. as it will bring fiber internet to the island. No action needed.

C. Fleet Replacement Schedule Update and Proposal – Chief Black and BC. Fletcher spoke to the proposal. Noting a gap in our tender fleet after the loss of our 5th tender in 2025. The age of our current tender fleet is near or past their anticipated lifespans. We have an opportunity to expedite

April 21, 2026

the procurement process by purchasing a stock unit with an anticipated delivery in 2027. It was also noted that we are needing to replace engines soon. The station 5 engine is nearing its time to be replaced. Station 5 is smaller than most other stations so a larger heavier rig will not fit. The proposal would authorize the purchase of a rig that will check the boxes or a tender or an engine and still fit within Station 5. Smaller rigs are also helpful for tight driveways and adds an element of flexibility.

A quote has been received for \$725,000 including tax, deliver, equipment and modifications. The request to the board is to authorize the development of this build spec and drawings from the manufacturer. **MOTION:** Seabrook moved to direct staff to initiate the development of a build spec for a stock engine/tender as described. Masci seconded the motion which passed unanimously.

D. Annual Report Update - Wittenberg reported the annual report is currently about 50% complete. He hopes to have it ready to review at the end of next week and a draft to the Board at their May meeting.

E. Recording of Board Meetings – Cray gave a short presentation on her research and takeaways regarding the recording of board meetings. She noted the District is not legally required to record meetings and they do not replace written minutes. She highlighted pros and cons per her research. Cray stressed the risks of “hot mic” situations. There is currently only one fire district in our region (Jefferson, Kitsap, Clallam Counties) that records meetings. Seabrook also gave a short presentation on why he believes our meetings should be recorded. Noting other agencies in the county that record their meetings and he believes it will help our constituents to be better informed and it will serve as a resource for the Commissioners to review. **MOTION:** Seabrook moved: JCFPD#1 shall record all regular meetings of the BOC and post these to our website as soon as possible after the meeting. Masci seconded the motion, discussion followed.

Craig stated he believes we are extremely open. We meet the intent of the open public meetings act (OPMA). If more people were asking for recordings, then it should be reconsidered. Masci added that he supports the OPMA and this motion. Stinson stated that while she believes the OPMA is important, there is not a huge surge of interest, and she would like more information on what would be needed to support this. **MOTION:** Masci moved to table the discussion. Seabrook seconded the motion which carried unanimously. The discussion would be tabled until further requested.

F. Surplus Horton Ambulance – The board reviewed a proposal by BC Fletcher to surplus the 2019 Horton Ambulance due to ongoing mechanical issues, unreliability, and the fact that it is the only Horton ambulance in the fleet and is configured differently from all others. There is a current emissions problem that will cost \$18,609.05 to repair. **MOTION:** Masci moved to surplus the 2019 Horton Ambulance per staff recommendation. Seabrook seconded the motion which passed unanimously.

G. Resolution 26-06 Surplus of District Property – The board reviewed the resolution. **MOTION:** Masci moved to approve the resolution as presented. Seabrook seconded the motion which carried unanimously.

14. UPCOMING TOPICS/EVENTS – On May 6th there will be a wildfire summit, the consultant from the County Wildfire Prevention Program will attend. The County is planning to reapply for the Community Wildfire Defense Grant.

GOOD OF THE ORDER – Craig virtually attended the Board of County Commissioners (BOCC) meeting on fireworks. He noted there were many people wanting to speak to support the ban of fireworks.

Black noted the BOCC voted to permanently ban fireworks in Jefferson County. This does not become an ordinance until there is a public hearing. It will take affect in one year. They may also look at adjusting the fine structure and the ability to fine the property owner.

Craig reported the Region 9 workshop was well attended and informative. Topics included: Fire station builds, AI, and DarkHorse.

Documents on SharePoint are updated monthly for all to review. Stinson acknowledged the work staff puts in and how responsive they are.

The Pancake Breakfast was wonderful!

ADJOURNMENT

Stinson adjourned the meeting at 5:14pm.

Jefferson County Fire District 1

Deborah Stinson, Chair

Jeannie Price, Vice Chair

Geoffrey Masci, Commissioner

Steve Craig, Commissioner

Dave Seabrook, Commissioner

ATTEST:

Tanya Cray, District Secretary



THANK YOU



Cris, Mike, + Robert
Thank you so much
for replacing the batteries
on my smoke alarms
as well as the safety tips.
This is a great service you
provide for our senior
community!

Luis Grazioli
333 Machin
Port Ludlow

1/10th of 1% & Fire CARES

Lolinthea Hinkley, JCPH
Epidemiologist



Small Numbers

- In a county with a small population, we often have small sample sizes for population health survey data results, which can lead to challenges when only considering that type of data for assessment
- Examples of these surveys might be the BRFSS (Behavioral Risk Factor Surveillance System), HYS (Health Youth Survey), ACS (American Community Survey)
- Small numbers can lead to unstable or inflated rates when considering trends across years
- They can make it difficult to disaggregate data for confidentiality concerns, making it difficult to determine where health disparities might exist in our communities
- Washington State Department of Health, who manages the distribution of these data, also has restrictions against sharing small numbers (<10)

What can we do?

- There are techniques we can use to minimize small counts (such as aggregation and suppression)
- We can also rely on primary data, meaning data we have collected, to show a more robust picture of what is occurring in our communities
- Narrative or qualitative data can build a more robust picture

1/10th of 1% Data Process

- At the start of each year, vendors will meet with the JCPH epidemiologist to discuss appropriate metrics and goals based on a Logic Model that is submitted during the RFP process
- A Logic Model is essentially a snapshot of how a program is intended to function, but it also helps to determine which metrics might be appropriate to consider for monitoring
- The data collected is used for two products:
 1. A dashboard that is updated quarterly
 2. An Annual Report that contains longitudinal data

BHAC Dashboard

Behavioral Health Advisory Committee

Current Vendors Supported by Jefferson County's 1/10th of 1% Fund



Click on each for more information and available data

Early Intervention

Jumping Mouse

Jumping Mouse-
Brinnon

Jumping Mouse-
Chimacum

Nurse Family
Partnership

Pfiefer House

Transformations by
Olympic Angels

Becca Petition
Project

The Benji Project

Prevention

Believe in Recovery-
Mobile Unit

Believe in Recovery

Fire CARES

Therapeutic Courts

OWL360 Community
Navigator

Treatment

Dove House
Recovery Cafe

Housing

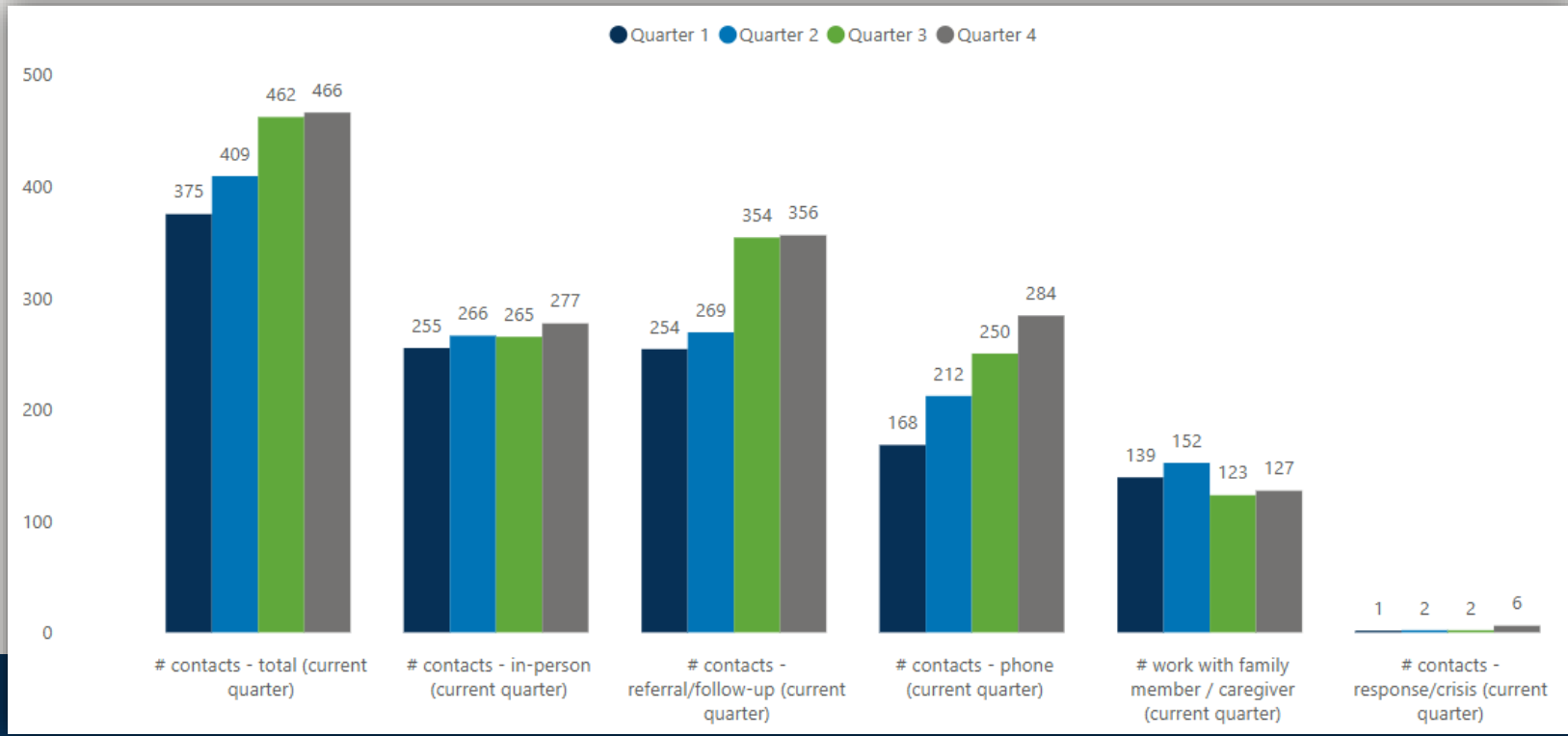
The 1/10th of 1% Fund is currently not supporting any programs prioritizing strictly housing in Jefferson County



[https://www.co.jefferson.wa.us/711/
Behavioral-Health-Advisory-
Committee](https://www.co.jefferson.wa.us/711/Behavioral-Health-Advisory-Committee)

2025 CARES Individuals Served

Measure	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Individuals connected to services (current quarter)	132	134	141	81
Individuals receiving case management (current quarter)	63	56	64	63
Individuals referred to services (current quarter)	132	134	143	87
Individuals served (current quarter)	145	150	150	135



Services Provided

CARES Narrative Data

Collaborative Efforts

CARES partnered closely with law enforcement, housing, and behavioral health providers to deliver coordinated field-based outreach and crisis intervention. Joint efforts with Believe in Recovery, LEAD, and OlyCAP ensured access to treatment, shelter, and transportation for high-need clients

Success Stories

A client with frequent crisis contacts entered treatment and achieved housing stability through consistent CARES engagement and coordination with partners. Another individual was connected to detox and shelter before encampment closure, successfully reducing law enforcement involvement and improving stability.

Quarterly Achievements

This quarter, Fire CARES met its objectives by providing rapid, field based response and follow up support for individuals. The program improved connection to mental health, substance use, and social services, helping reduce repeat crisis contacts and increasing engagement with ongoing care. No changes to the scope of work are needed

Goals

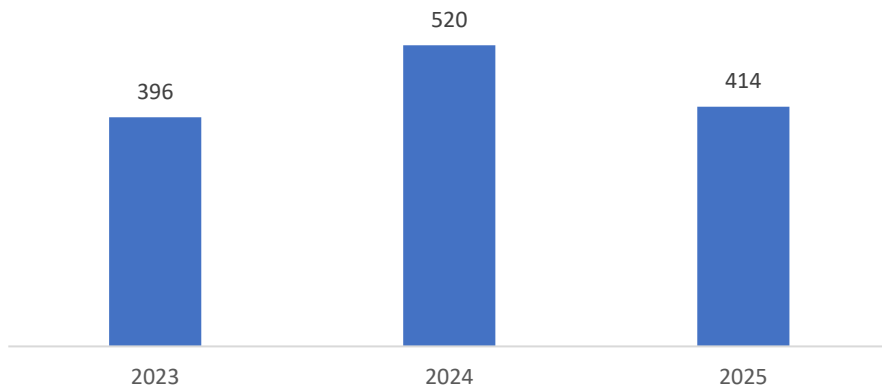
Goal	Goal Met?	Measure	Quarter 1	Quarter 2	Quarter 3	Quarter 4
CARES Team prevents misuse of emergency services.	Yes	# 911 preventions (year-to-date)	1	3	4	4
		# hospital diversions	1	2	3	10
		# relieved Fire crew (year-to-date)	0	0	1	0

2025 Annual Report: Believe in Recovery & Jefferson County Fire Department CARES

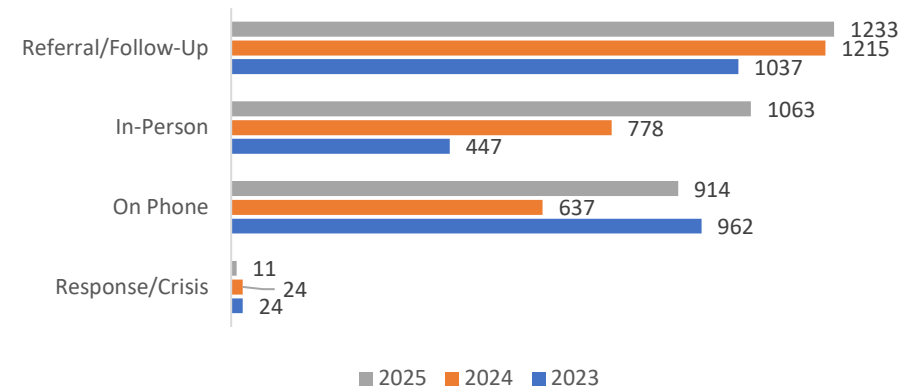
Program Description: Fire CARES stands for Community Assistance, Referral, and Education Service. Our services link primarily to the priority funding area of reducing the incidents and severity of substance use and/or mental health disorders, while improving the health status and well-being of Jefferson County resident. We facilitate this change by creating a multidisciplinary team, which includes partnering a firefighter/EMT trained in crisis intervention and a social worker. The team also includes a substance use disorder professional. The team can be dispatched by both fire and police to respond to behavioral health needs within the community. The CARES team helps navigate connection of services for community members that relate to ongoing medical issues, substance use disorder, mental health concerns, and home safety to reduce the number of non-emergent 911 calls.

Summary of Narrative: Fire CARES met its objectives by providing rapid, field based response and follow up support for individuals. The program improved connection to mental health, substance use, and social services, helping reduce repeat crisis contacts and increasing engagement with ongoing care.

Number of Individuals Served



Number of Contacts by Type



Thank you!



jeffersoncountypublichealth.org

main clinic: 360-385-9400



f like us on
facebook

facebook.com/jeffersoncountypublichealth



Follow us on
Instagram

[@jeffcopublichealth_wa](https://www.instagram.com/jeffcopublichealth_wa)

June's luncheon will be BYOL (Bring Your Own Lunch). Coffee, tea, water and cookies will be provided.

RSVP to the above email address no later than **June 1**.

We've been fortunate to have so many wonderful programs over the past few years.

However, our Program Chair is needing to step down at the end of this season (June). We are asking those of you who have some interesting ideas and who would like to help in our continuing effort to support the Food Bank monthly (October through June), please contact one of the following people to discuss what's involved: Stephanie Buehler @ 360-301-6824, Fran Bodman @ 360-437-5110, or Joan Astin @ 360-437-9307.

There is no charge to attend our luncheons. Instead, we ask that you bring a donation in the form of cash, check made payable to the Jefferson County Food Bank Association (JCFBA) and/or non-perishable food such as condiments, coffee, peanut butter, jelly, canned meat, boxed pasta, etc., egg cartons and hygiene products. Food donations must be unopened, undamaged and unexpired.

Meet Your Firefighters



Bob Wiechert

My name is Robert (Bob) Wiechert. I have been coming to Marrowstone Island since the age of six. My mother and grandparents moved out here 82 years ago. After 47 years in the maritime industry, with the majority of my time as Chief Officer and Captain, I retired. During my

career I trained in firefighting as a medical care provider and oversaw training and drills. After retiring, I looked for a way to contribute to the local community and thought becoming a volunteer with EJFR would be a good use of the skills I had acquired throughout my career. I'm looking forward to working with everyone at EJFR.

EJFR May Preparedness: Wildfires, Smoke and Heat

As the risk of wildfire increases here in Jefferson County, East Jefferson Fire Rescue (EJFR) is scheduled to provide wildfire prevention information for residents on **Thursday, May 21**, 10:30 a.m. – 12:30 p.m. at the Jefferson County Library, 620 Cedar Avenue in Port Hadlock.

Robert Wittenberg, Community Risk Manager for EJFR, together with Lara Gaasland-Tatro, Jefferson County Public Health Environmental Health Specialist, will talk about how

wildfires move and grow, ways you can protect your home and your health. Learn how to create defensible space around your home and protect your household from smoke and poor air quality. Register to save your spot at jclibrary.info

Home Wildfire Assessments are available from East Jefferson Fire Rescue. For more information and to sign up for an assessment, go to ejfr.org.

Martha's Book Group – Freeman

Leonard Pitts, Jr., a Pulitzer-Prize winning journalist turned historical-fiction author, portrays the chaotic state of the south in the aftermath of the Civil War in his 2012 novel, *Freeman*. His major protagonists: an escaped slave now a freeman searching for his wife, a northern abolitionist schoolteacher determined to bring education to the children of former slaves, and a slave owner doggedly refusing to free his slaves, are the eyes through whom we view this upheaval of society. There is a lot to unpack in this novel, so join us on **Tuesday, May 12**, 4 p.m., at the Bay Club to participate in the discussion.

Martha's Book Group meets monthly on the second Tuesday of the month at the Bay Club. All are welcome. Contact Sarah Schuch through email at bookclub@plvoice.org for further information. The book club selection for June is Timothy Egan's *Pilgrimage to Eternity: From Canterbury to Rome*.

2026 Statistics for East Jefferson Fire Rescue

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

March Alarms

Fires	9
Rescue/Emergency Medical	304
Non-Emergency	39
Hazardous Condition	13
Service Call	69
Other	0

Total Alarms 434

March Ambulance Transports

911 Transports	189
Hospital Requested transport	0
Non Transports	100

CARES Contacts 152



121 Marina View Drive, Port Ludlow, WA 98365



May 6, 2026

Robert Wittenberg
Community Risk Manager
East Jefferson Fire Rescue
Port Townsend, WA

Dear Robert:

On behalf of the Ludlow Maintenance Committee's (LMC's) Firewise Committee, we'd like to thank you and East Jefferson Fire Rescue (EJFR) for serving as our featured speaker for the Wildfire Awareness and Preparedness, Protecting Your Home During Wildfire Season program on April 28th. Your presentation as well as the EJFR hosted table were both well received and incredibly important to our Committee's efforts to educate and inform residents about wildfire risk, to encourage action in the home ignition zones and to sign up for a home wildfire assessment. The partnership we have with the EJFR and with you as EJFR's community risk manager is critical to the success of our Firewise initiative. With your support, this event and your presentation was highly informative and received rave reviews from the 60+ people who attended!

Thank you.

Sincerely,

Jen Warburton

Jen Warburton
Firewise Committee Member
Port Ludlow, WA



cc: Chief Bret Black – EJFR
Jeannie Price, Commissioner District 1 - EJFR
Gary Rygmyr, Firewise Resident Leader - Port Ludlow

FW: Job well done

From Bret Black <bblack@ejfr.org>

Date Mon 5/11/2026 8:03 AM

To Alex Morris <amorris@ejfr.org>

Cc Tanya Cray <tcray@ejfr.org>; Jason Macdonald <jmacdonald@ejfr.org>

Alex,

I sincerely appreciate you going far and above the norm on this incident. This sort of thing is exactly why our reputation in the community is so resolute.

Thank you!

Tanya – in the packet please.

Bret Black - Fire Chief

Cell 360-381-0292

bblack@ejfr.org



From: Chris Kauzlarich <ckauzlarich@ejfr.org>

Sent: Sunday, May 10, 2026 10:36 PM

To: Bret Black <bblack@ejfr.org>

Cc: Jason Macdonald <jmacdonald@ejfr.org>

Subject: Job well done

Chief,

I wanted to let you know the Lt Morris was given a job well done. We had a service call to 1633 Water St on Saturday morning for a leaky sprinkler system. Lt Morris responded to the service call met with reporting party. He had called out city water department and called Knight Sprinkler company to get them on their way to resolve the problem. Lt Morris took the extra time with the service tech from Knight Sprinkler with pictures and video.

I met with the service tech from Knight Sprinkler at the condos and he told me how professional Lt Morris was working with him on the phone and providing all the contact information for the city and HOA president to help resolve their problem in the least amount of time. They were without water for approximately 5 hours.

Thanks
Acting BC Kauzlarich



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 – April 2026

Threshold Events

- EJFR supported a trauma related incident in Quilcene involving an off-road vehicle, which ultimately resulted in an on-scene fatality.
- EJFR flew a sick patient via medivac from Fort Worden.
- EJFR supported Quilcene for a significant wildfire on Easter.



Staff supported several community wildfire events in Kala Point, Port Ludlow and local farmer's markets.

General Fire Chief Activities and Projects

EJFR celebrated our amazing volunteers at our annual Volunteer BBQ/Banquet, which was at FinnRiver this year. The quarterly Battalion Chiefs meeting was held on April 21, (minutes attached). The Jefferson County Department of Emergency Management (DEM) has invited EJFR along with other local government partners to participate in a fuel summit in June. Staff is compiling the requested data and related contracts for the workshop. FC participated in the annual review of Position Task Books (PTB's) with DNR and regional chiefs. Five PTB's were approved. FIFA World Cup planning meetings

continue with regional and state partners. The Deputy Fire Chief assessment process has begun with the goal of having a conditional job offer by June 13.

FC consulted with County partners regarding Jefferson County fireworks restrictions; the wildfire threat level was raised to **MODERATE** effective May 8, restricting burning of vegetation and yard waste. FC spent an extensive amount of time and effort preparing for April 8, special meeting presenting an overview and options for updating our strategic planning. FC consulted with Burke and associates regarding a proposal for our SOC/SP update. Staff and FC attended the WFCM Region 9 Conference in Grapeview.

Miscellaneous Activities

FC met with All County Preparedness Day workgroup and the Training Officer for several ongoing projects and administrative support. DarkHorse implementation continues. FC attended the WA Fire Defense Board meeting. Staff and FC attended community breakfast sponsored by the Port Ludlow South Bay Association. Staff and FC presented a grant proposal to the American Association of University Women for our FIT program, which was ultimately

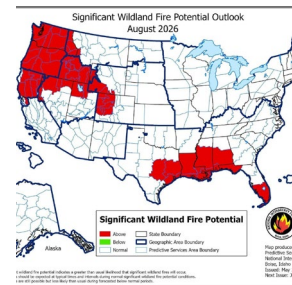
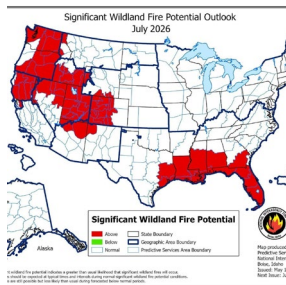
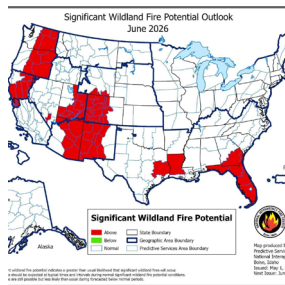
Serving the Communities of

*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*

denied. FC attended the JC admin professionals and commissioner’s meeting. FC attended Dr. Carlbom’s behavioral health summit. CRM Wittenberg collaborated with PUD for their Arbor Day community presentation.

Wildfire Outlook

The National Interagency Fire Center (NIFC) in Boise has distributed the wildfire outlook for the next three months, (see below). At the May 4th JC Fire Chief’s meeting, State and Federal partners provided a regional wildfire outlook describing the local wildfire threat. In some areas of the Olympic Peninsula rainfall is as low as 30% of normal, with no measurable precipitation anticipated for the *next 45 days*. A recent snow survey in the highlands on north facing slopes is at or below 22% of normal. Southern slopes were not able to be surveyed because there is no snow present. [Energy Release Component \(ERC\)](#) for our region are coming in at 97-98% in dead fuels.



Standing Meetings/Committees

JeffCo DEM IMT Meeting
 PT Police Chief
 BHAC (10th of 1%)
 JH CQI meeting
 EJFR Safety Committee
 WFC Legislative Meeting
 Olympic Community of Health
 Local Emergency Planning Committee (LEPC)

BOCC
 BHC
 ECHHO
 WA Fire Defense Board
 Washington Fire Chiefs
 JC Wildfire Alliance
 Port Ludlow Village Council

PT City Manager
 JeffCo EMS Council
 PLEC
 WSRB Subcommittee
 REAL Team
 2032 Meet and Confer
 JCIA Master Plan Group

Other Happenings

Two of EJFR’s Firefighters in Training (FIT’s) are making strong progress at the Kitsap Fire Academy. Both FIT’s Sanchez and Holmes are performing near the top of their class.



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

Call Statistics			EJFR Responses By Area for April 2026	
	April 25'	April 26'		
Fires	12	7	Mutual Aid Given	21
Rescue/EMS	314	349	City of PT	173
Non Emergency	53	45	GlenCove/Jacob Miller	18
Hazardous Cond.	7	7	Cape George	9
Service Call	78	55	Ocean Grove/Beckett Pt.	5
Other	2	5	Kala Point	17
Total	466	468	Hadlock/Irondale	75
April Transports			Marrowstone Is.	13
911 - Transported		212	South Discovery	3
911 - Non Transport		129	Chimacum	26
CARES Contacts			Oak Bay	3
April Contacts		133	Northern Ludlow	46
			Southern Ludlow	50
			Other/CARES	9

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*

May 2026 Operations Report
DC Brummel

Ongoing Goals and Objectives Revised to July 2026

Goal #1: Enhance Operational Resiliency: May Update

Objective 1.1 Complete MCI Plan for Jefferson & Clallam County

- ✓ Collecting comments from Jefferson County fire agencies and MPD.
- ✓ Final review May 15-30, 2026
- ✓ June 1-30: Disseminate to all stakeholders for regional approval and implementation.

Objective 1.2 Deliver Rescue Systems 1 (Operations-Level Structural Collapse) May 4-7, 2026

- ✓ 6 EJFR personnel attended and completed certification for Operations-level structural collapse
- ✓ Attending agencies: Bremerton, South King, VRFA, Clallam 2, Clallam 3
- ✓ HILTI power tools provided tools and company representatives for the class
- ✓ Instructor mentoring for 3 EJFR personnel (BC Clouse, Capt. Bergen, Lt. Gregory, FF Secondez)

Goal #2 Build New Prefire Planning: May Update

Objective 2.1 Update and Create New Pre-Fire Plans with First Due App

- Inspections Module: CRR Wittenberg is progressing in COPT and working with First Due rep.
- Preplans Module: Lt. Grimm is progressing with transfer of existing preplans.
- Icon Descriptions: Consensus to limit icons on preplans to minimal needs: FDC, electrical, knock box and a few other icons.

Goal #3 Implement New Data Analytics & Prediction Program: March Update

Objective 3.1: Leverage Darkhorse Data Analytics for Data Accuracy and Decision Making

- All data uploads have been completed
- Meeting weekly with DH leads for fine tuning our platform
- BC Macdonald is the point-of-contact for EJFR

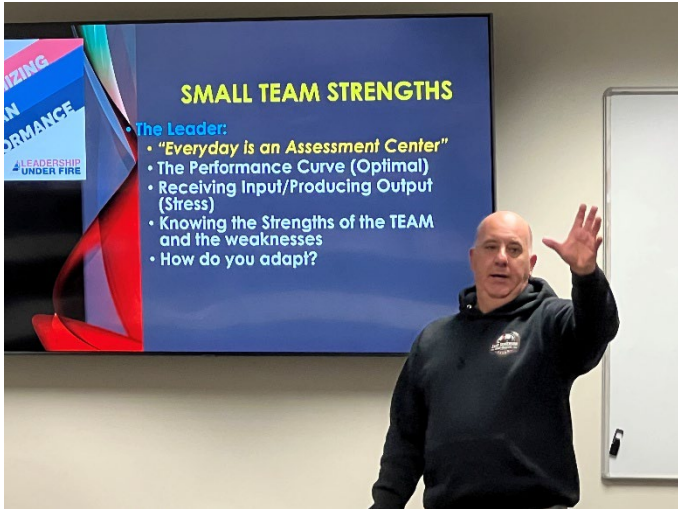
Other:

King County Fire Training Consortium Officer Development Academy, Kent, WA (April 28-30, 2026)

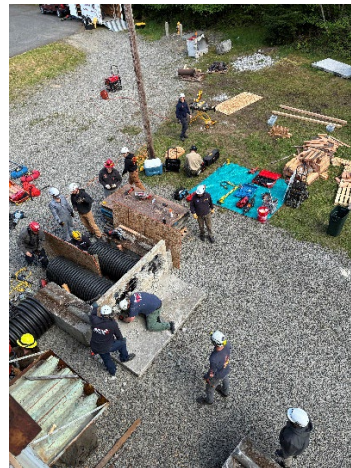
- Delivered my “Authentic Leadership Mission” PowerPoint to 50 Acting CO’s/MSO’s/Company Officers from 16 King County fire agencies over a three-day fire officer development academy

University of WA Emerging Leaders Program

- Completed a 12-month mentorship with 2025-2026 cohort of 24 emerging fire service leaders from the Puget Sound region.



King County Fire Training Officer Development Academy



2026 Rescue Systems 1 Class

Date Prepared: 5/4/26

Subject: Community Risk Division Report

Prepared By: Robert Wittenberg

<p>Public Education, Events, and Presentations</p>	<p>Events</p> <ul style="list-style-type: none"> • 4/18 Pancake Breakfast at Station 6 • 4/21 Fire Extinguisher Training at Cascade Community Connections, 12 Adults • 4/24 Jefferson PUD Arbor Day Event, 15 Contacts • 4/25 Port Townsend Farmer’s Market, Volunteer Appreciation, 60 Contacts • 4/28 Wildfire Presentation at Port Ludlow Beach Club, 57 Attendees • 4/29 Fire Extinguisher Training at Fort Worden, 19 Adults • 4/27, 4/29 Installation of Fire Danger Level Signs at St 5, St 8, and St 4 • 5/1 Pancake Breakfast Fundraiser at Port Ludlow Bay Club, 70 Attendees • 5/1 Kala Point Condo Neighborhood Wildfire Assessment, 10 Residents • 5/2 Port Townsend Farmer’s Market, Wildfire Preparedness Day, 50 Contacts • 5/3 Chimacum Farmer’s Market, Wildfire Preparedness Day, 40 Contacts
<p>Community Partnerships</p>	<ul style="list-style-type: none"> • 4/22 Meeting with Gillian Kenagy from Jefferson County Conservation District • 4/29 Meeting with Darkhorse on Risk Module Pricing
<p>Smoke Alarm Installations</p>	<ul style="list-style-type: none"> • April – 15 Installations • 2026 Totals – 31 Smoke Alarms Installed, No CO Detectors Installed
<p>Plan Review, Inspections, Investigations</p>	<p>Fire Code Inspections (City of Port Townsend)</p> <ul style="list-style-type: none"> • April – 16 Fire Code Inspections Completed • 2026 Total – 86 Fire Code Inspections Completed <p>Meetings</p> <ul style="list-style-type: none"> • 4/16, 4/23 New Development Reviews with City of Port Townsend <p>Burn Permit Inspections</p> <ul style="list-style-type: none"> • April – 2 Burn Permit Inspection Completed • 2026 Total – 8 Burn Permits Issued

<p>Public Information Officer (PIO)</p>	<p>Media Interviews</p> <ul style="list-style-type: none"> • 4/15 Meeting with Mallory Kruml from PT Leader • 4/23 Interview with PT Leader on Wildfire Assessments <p>Social Media Posts</p> <ul style="list-style-type: none"> • 4/15 National Telecommunicators Week <p>Social Media Followers</p> <ul style="list-style-type: none"> • Facebook – 4,069, Up 16 followers • Instagram – 733, up 10 followers <p>Monthly Newsletter</p> <ul style="list-style-type: none"> • 4/16 April Newsletter Published, 139 Sends, 91 Opens (68% Open Rate) • 145 Subscribers
<p>Professional Development</p>	<ul style="list-style-type: none"> • None
<p>Personal</p>	<ul style="list-style-type: none"> • 4/17-4/20 Time Off • 5/4 – 5/14 Time Off



FINANCIAL REPORT FOR APRIL 2026

Fund Balance April 2026

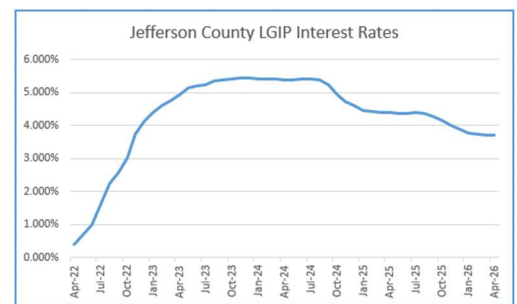
	General	EMS	SubTotal	Fire Capital	EMS Capital	Reserve	Total
Beginning of Year	2,933,128	3,754,003	6,687,131	1,502,032	1,323,584	1,025,144	10,537,891
Change YTD	2,006,277	426,505	2,432,782	18,310	16,111	12,433	2,479,637
Ending Fund Balance	4,939,406	4,180,508	9,119,914	1,520,342	1,339,695	1,037,577	13,017,528

Financial Highlights:

I. Fund Balance & Budget Position

The district ended April 2026 with a total fund balance of **\$13,017,528**. The April fund balance reflects the first property tax installment received during the month, which is the primary driver of the significant increase from March.

Overall expenditure pace remains consistent with budget — combined Fire and EMS expenditures represent 27.6% of the 2026 budget through April, compared to 27.8% at the same point in 2025. All other revenue and expenditure categories are performing as expected relative to budget. Overtime through April 2026 is tracking below the same period last year, consistent with several EMTs achieving paramedic certification in 2025.



II. Revenue & Investment Updates

Through April 2026, the Fire Fund has received \$5,416,776.83 in revenues, representing 39.4% of the annual budget. The lower percentage reflects the timing of \$2.5 million in Local Program debt proceeds budgeted under the Fire Fund but not expected to close until June 2026. Excluding debt proceeds, operating revenue collection is tracking normally. The EMS Fund has received \$2,930,766.72, representing 46.2% of the annual budget of \$6,338,167. Revenue pace in both funds reflects the April property tax installment, which is the primary driver of first-half receipts.

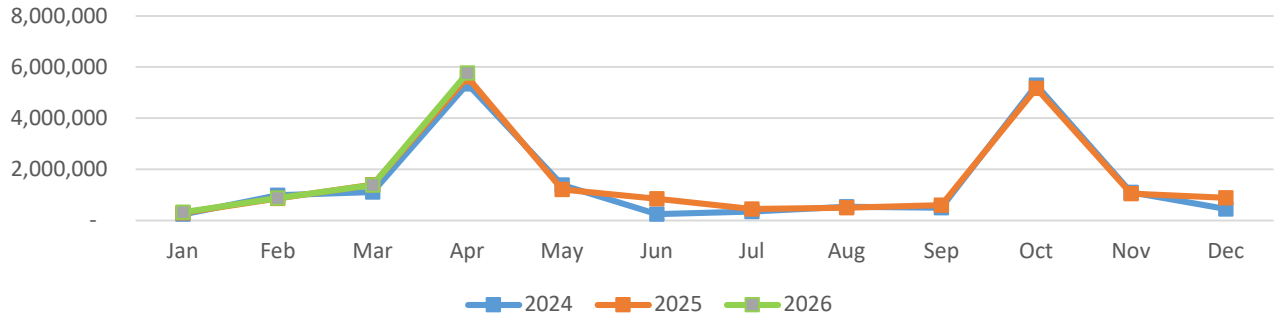
III. Capital Spend & Debt Schedule

- COP, 2026 series B, \$2.5 million new debt – 6/24/26 closing date. Interest rates appear to be declining with a projected rate of 3.0% – 3.5%.

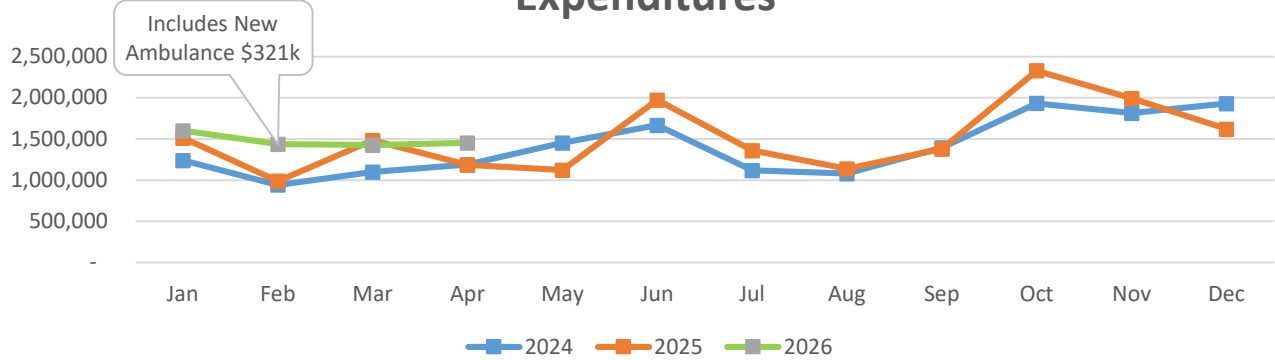
IV. Administrative Highlights

- **Fiscal Sustainability Work session.** Met with FC Black and DS Cray to discuss the possible scheduling of a work session.
- **Financial literacy.** Prepared materials for financial topics for 6/12 Wellness symposium.
- **Vendor Contract.** Prepared contract for Station 6 painting and Station 8 siding and painting projects.

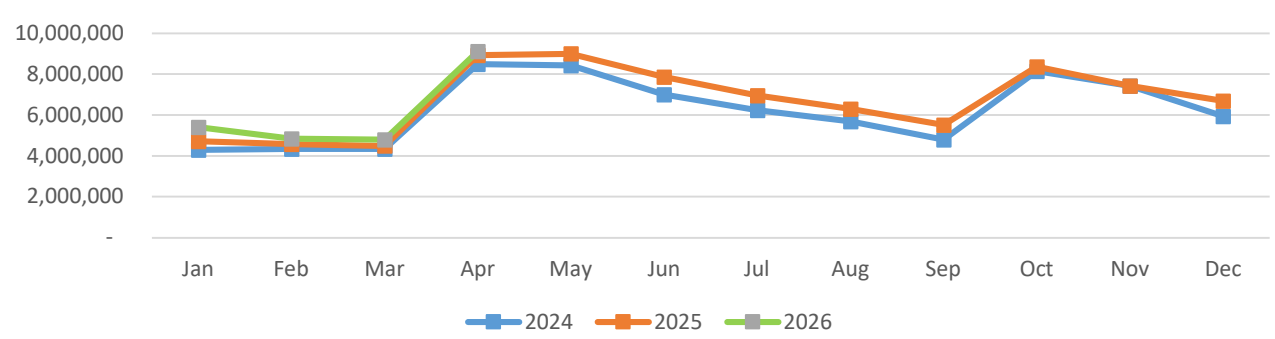
East Jefferson Fire Rescue FIRE General & EMS Funds Revenues



East Jefferson Fire Rescue FIRE General & EMS Funds Expenditures



East Jefferson Fire Rescue FIRE General & EMS Funds Fund Balance



FIRE - 2026 BUDGET POSITION

Jefferson Co FPD No. 1

Time: 10:36:51 Date: 05/05/2026

Page: 1

001 Fire Fund #656001010		Months: 01 To: 04			
Revenues	Amt Budgeted	Revenues	Remaining		
300 Revenue	10,894,792.00	5,405,429.66	5,489,362.34	50.4%	
330	0.00	9,347.17	(9,347.17)	0.0%	
390 Debt Proceeds, Trfr-In, & Surplus Equip Sales	2,859,862.00	2,000.00	2,857,862.00	99.9%	
Fund Revenues:	13,754,654.00	5,416,776.83	8,337,877.17	60.6%	
Expenditures	Amt Budgeted	Expenditures	Remaining		
210 Administrative	2,199,211.00	760,579.42	1,438,631.58	65.4%	
211 Legislative	296,895.00	189,831.13	107,063.87	36.1%	
220 Suppression	5,823,393.00	1,711,502.35	4,111,890.65	70.6%	
230 Prevention	59,500.00	7,543.95	51,956.05	87.3%	
245 Training	157,047.00	13,373.18	143,673.82	91.5%	
250 Facilities	429,693.00	134,545.70	295,147.30	68.7%	
260 Vehicles & Equipment	472,983.00	161,453.80	311,529.20	65.9%	
520 Fire Control	9,438,722.00	2,978,829.53	6,459,892.47	68.4%	
590 Debt, Capital, LT Lease & Transfr	4,024,714.00	431,669.81	3,593,044.19	89.3%	
Fund Expenditures:	13,463,436.00	3,410,499.34	10,052,936.66	74.7%	
Fund Excess/(Deficit):	291,218.00	2,006,277.49			

FIRE OT Summary Report

Jefferson Co FPD No. 1

Time: 10:37:07 Date: 05/05/2026

Page: 1

001 Fire Fund #656001010

Months: 01 To: 04

Expenditures	Amt Budgeted	Expenditures	Remaining	
520 Fire Control				
522 20 10 000-0 FF/EMT (40%)	2,951,949.00	971,254.80	1,980,694.20	67.1%
522 20 10 019-0 OVERTIME (40%)	531,592.00	138,312.44	393,279.56	74.0%
220 Suppression	3,483,541.00	1,109,567.24	2,373,973.76	68.1%
520 Fire Control	3,483,541.00	1,109,567.24	2,373,973.76	68.1%
Fund Expenditures:	3,483,541.00	1,109,567.24	2,373,973.76	68.1%
Fund Excess/(Deficit):	(3,483,541.00)	(1,109,567.24)		

EMS - 2026 BUDGET POSITION

Jefferson Co FPD No. 1

Time: 10:37:27 Date: 05/05/2026

Page: 1

101 EMS Fund #657001100		Months: 01 To: 04		
Revenues	Amt Budgeted	Revenues	Remaining	
300 Revenue	6,338,167.00	2,930,766.72	3,407,400.28	53.8%
Fund Revenues:	6,338,167.00	2,930,766.72	3,407,400.28	53.8%
Expenditures	Amt Budgeted	Expenditures	Remaining	
272 EMS Operations	7,675,740.00	2,450,815.96	5,224,924.04	68.1%
274 EMS Training	86,105.00	14,178.16	71,926.84	83.5%
520 Fire Control	7,761,845.00	2,464,994.12	5,296,850.88	68.2%
590 Debt, Capital, LT Lease & Transfr	229,382.00	39,267.98	190,114.02	82.9%
Fund Expenditures:	7,991,227.00	2,504,262.10	5,486,964.90	68.7%
Fund Excess/(Deficit):	(1,653,060.00)	426,504.62		

EMS OT Summary Report

Jefferson Co FPD No. 1

Time: 10:37:49 Date: 05/05/2026

Page: 1

101 EMS Fund #657001100

Months: 01 To: 04

Expenditures	Amt Budgeted	Expenditures	Remaining	
520 Fire Control				
522 72 10 000-1 FF/EMT (60%)	4,427,923.00	1,456,884.76	2,971,038.24	67.1%
522 72 10 019-1 OVERTIME (60%)	797,388.00	207,468.87	589,919.13	74.0%
272 EMS Operations	5,225,311.00	1,664,353.63	3,560,957.37	68.1%
520 Fire Control	5,225,311.00	1,664,353.63	3,560,957.37	68.1%
Fund Expenditures:	5,225,311.00	1,664,353.63	3,560,957.37	68.1%
Fund Excess/(Deficit):	(5,225,311.00)	(1,664,353.63)		

Date Prepared: 5/11/26

Subject: Human Resource Report

Prepared By: Emily Stewart

Meetings & Training:	<ul style="list-style-type: none">• 4/1 Vol. HR Mtg• 4/2 HR Mtg• 4/8 Special Mtg• 4/9 Badge pinning mtg• 4/20 TAC Mtg• 4/20 Vol. Orientation• 4/21 BC/Staff Mtg• 4/28 Tech review w/ Verizon• 4/28 Project Mgmt Mtg• 4/29 Q1 Safety Mtg – see minutes• 4/29 Finance training w/ Roy
Human Resources	<p>DC Recruitment</p> <ul style="list-style-type: none">• 4/22 GMP Check In – received six candidate packets• 4/22-5/8 DC Recruitment Interview planning & coordinating• 4/27 Interview Pre-meeting• 4/30 DC Semi-finalist interviews <p>Pen Col HR Spring 2026 Classes</p> <ul style="list-style-type: none">• Began BAS 340 Applied Financial Mgmt & BAS 380 Project Mgmt <p>Volunteer Coordinator Recruitment</p> <ul style="list-style-type: none">• Received four applications
Presentations / Tours/Other/Misc	<ul style="list-style-type: none">• 4/2 & 4/9 Grant preparation & presentation• 4/6 Coloring Contest Winner Pizza Party• 4/23 Smoke alarm installs• 4/23 Middle School career day – thank you to Elijah Le for presenting!• 4/25 Volunteer Appreciation BBQ

EJFR Staff and Volunteers, April 2026

4/26	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	3-Morris	7-Chambers	4-Dalrymple
LT	5-Pulido	8-White	3-Carver
PM	4-Whiting	5-Yelaca	2-Spellman
PM	3-Minker	7-Wagner	6-Johnson
PM	6-Rudnick	1-Welander	5-Holbrook
PM		4-Severin	
FF	1-Secondez	2-Kithcart	3-Parker
FF	2-Walker	2-Kinney	3-Sheehan
FF	7-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	1-Chapman
FF	8-Wright	3-Floberg	5-Le
FF	2-Jeske	6-Heydon	2-Wells
FF	5-McGuffey		
FF			Bentzen
Res	Holmes	Sanchez	Wagner
Res	Gardner	Justis	Wilford
Res		Mills	
MSO	FF/PM Ridgway		
Cares	FF/PM Woods		
	Captain Bergen FF/PM		

Admin	
Chief	Black
DC	Brummel
CRM	Wittenberg
DS	Cray
HR	Stewart*
AA	Sanders
AA	Murray*
FT	Lawson
FD	Lirio

Total 9

Volunteer	Position(s)
BERRY	Admin
CHAPMAN	Admin
DAWSON	Admin
DOOLIN	Admin
HORVATH	Admin
KEPLINGER	Admin
KRYSINSKI	Admin

Total 7

GLASCO	EMS
MILLER	EMS
SHORT	EMS

Total 3

Volunteer	Position(s)
BARTON	FF/EMS
BOWE	FF/EMS
COREY	FF/EMS
MCNERTHNEY	FF/EMS
SNYDER	FF/EMS
STEWART	FF/EMS
STONE	FF/EMS
THOMAS	FF/EMS

Total 8

HOLMES	FIT
GARDNER	FIT
SANCHEZ	FIT
JUSTIS	FIT
MILLS	FIT
WAGNER	FIT
WILFORD	FIT

Total 7

ANDERSON	Support/EMS
HARTE	Support/EMS
MOORE	Support/EMS

Total 3

Total EJFR Members	
109	

Volunteer	Position(s)
BETHEL	Support
COULTER	Support
FLEISCHMAN	Support
FORCE	Support
GLEESON	Support
LUKE	Support
MICHELSON	Support
NATHAN	Support
SMITH	Support
WIECHERT	Support

*EMS Volunteers
Total 10

Commissioner	District
Price	1
Craig	3
Masci	4
Seabrook	2
Stinson	5

Total 5

Total Career FF	57
Total Admin staff	9
Total Volunteers	38
Total Commissioners	5

Date Prepared: 5/13/26

Subject: *Executive Assistant/District Secretary Report*

Prepared By: *Tanya Cray*

<p>Meetings & Events:</p>	<ul style="list-style-type: none"> • 4/2 Met with Brummel/Stewart for Retirement Party Planning • 4/8 Special BOC Meeting • 4/13 Agenda Prep Mtg. • 4/27 Meet with Chief/Stewart/Martin – DC Recruitment • 4/28 Darkhorse Mtg • 4/29 1st Qtr Safety Mtg • 4/29 Meet w/ Lirio/Stewart re: Finances while Roy is away • 4/30 DC Semi-Finalists Interviews
<p>Ongoing Projects/Notable Items</p>	<ul style="list-style-type: none"> • PL Voice Submission • Board Meeting packet preparation. • Documents Purge at Station 7 • GovDeals posting/selling surplus • Board Registration and Travel for Classes • Began work on a large Records Request • DC Interviews/Prep
<p>Ready Rebound Summary of Usage May 1, 2025 - May 1, 2026</p>	<ul style="list-style-type: none"> • Number of Cases: 3 Off Duty, 4 Courtesy (Family) • Open Cases: 0 • Appointments Scheduled: 4 Initial, 1 Imaging • Days Saved by Appointments: 54 Initial, 14 Imaging <p>*As a reminder to all members, Ready Rebound isn't only for employees. Family Members, Commissioners and Retirees all can utilize this program.</p>

Month	Activity - pink = DONE!	BOC	Admin	CRR	OPS	TRAINING
January <i>New Years Day</i> <i>MLK Day</i>	W-2's/1099's		x			
	Quarterly payments:		x			
	Set Committee assignments for BOC (finance, facilities etc)	x				
	CRR Week			x		
	Entry-level FF Testing (Jan 29th & Feb 4th)		x			x
	Safety Mtg Q4 2024		x			
	Reflect on Status of Prior Year Plan/Metrics		x			
	Labor Mgmt Mtg - we will schedule in February.		x			
	Volunteer Status letters sent		x			
	February <i>President's Day</i>	Internal personnel survey		x		
Entry-level FF Testing (Feb 4th)			x			
			x			
New FIT orientation and shift assignments			x			x
March	BVFF Annual Certification Feb/March		x			
	PM Student Testing (3/4)		x			x
	Annual Report Due - in progress		x			
April	Prepare & Submit SAO Annual Report	x	x			
	Connectivity Summit (27th-29th)			x		
	Safety Mtg Q1		x			
	SAM renewal		x			
	WFOA Region 9 Training	x	x			
	1st Qtr Vol Payroll		x			
	Labor Mgmt Mtg - to be scheduled		x			
	Quarterly Payments		x			
	Volunteer Appreciation Week		x	x		
	Home & Kitchen Tour (MI)		x	x		
	Kala Point Expo			x		
	Red Cards Submitted - maybe early May?		x			
	Pancake Breakfast? Support Union	x	x	x		
May <i>Memorial Day</i> Rhody Fest 14-18th	Annual HIPAA Compliance Plan - in progress		x			
	National EMS Week		x	x		
	SAO Annual Report Due		x			
	National Wildfire Awareness Month		x	x		
	Filing Period for open BOC Positions - none for 2026	x	x			
June <i>Juneteenth</i>	Entry-level FF Testing (tentative)		x			
	Marrowstone Strawberry Festival			x		
	Burn Restriction preparations			x		
	Spring WFOA Saturday Seminar	x	x			
	Prepare Volunteer Status letters		x			
	FF/PM Testing (tentative)		x			
July Burning Restricted <i>4th of July</i>	All County Preparedness Day		x	x		
	Quarterly Payments		x			
	Staff Evals - Due by Oct 1st - Completed by 10/30		x			
	2nd Qtr Vol Payroll		x			
	Safety Mtg Q2		x			
	Labor Mgmt mtg		x			
August Burning Restricted	Kick-Off Budget Development	x	x	x	x	x
	Community Opportunity Fair			x		
	JC Fair		x	x	x	
	FIT Interviews/Hiring (tentative)		x	x		
	Review Contracts/Agreements for 2027 Budget		x			
September Burning Restricted <i>Labor Day</i> Wooden Boat Fest PT Film Festival	National Night Out		x	x		
	Budget Work Continued	x	x	x	x	
	9/11 Remembrance		x		x	
October Kinetic Sculpture Race						
	Quarterly Payments		x			
	3rd Qtr Vol Payroll					
	Safety Mtg Q3		x			
	Fire & Rescue Fest - Fire Prevention Week		x	x	x	x
	Service Awards Banquet	x	x			
	Fire Prevention Week		x	x		
	Budget Work Continued	x	x	x	x	x
	WFOA Annual Conference	x	x			
	Labor Mgmt Mtg		x			
November <i>Veterans Day</i>	2nd Volunteer status letters		x			
	Budget Due Nov 30th	x	x			
	Public Hearing	x	x			

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

Date: 5/6/2026

Subject: *Battalion Chief 11 Report*

Prepared By: *Jason MacDonald*

<p>BC 11 Administrative Meetings</p>	<ul style="list-style-type: none"> • Daily Shift meetings • Once per tour visit to all stations for crew contact and assistance • JeffCom User Group Meeting • Dark Horse on-going bi-monthly • Fire Due • Admin Kindra regarding NERIS access • Jeffcom Regarding PSAP over goal issues • LT Sanders Wildland equipment order
<p>BC 11 911 Responses</p>	<ul style="list-style-type: none"> • "A" Shift Responses 153 • BC11 responded to 10 incidents in the last month • 1 MVC's • 1 CPRs
<p>Continuing Education/ Training</p>	<ul style="list-style-type: none"> • A-Shift training 257.5 hours completed • EMS connect • Ongoing Shift level training and scheduling • Base Station • Wildland Pack Test
<p>Administrative duties</p>	<ul style="list-style-type: none"> • Shift based training oversight and compliance • Staffing and Callbacks • Annual stats to Wittenburg for Annual Report 2025 • Darkhorse upload Daily data stream for 2026
<p>Planning and ongoing projects</p>	<ul style="list-style-type: none"> • Cross staffing and crewforce (Lt. Kauzlarich/MacD) • Response Plans and Station Assignments (Kauz/MacD) • EJFR Tender Response • CISD SOG Review/Revision • Annual Report Stats • ESO/NERIS Updates • Refine Outlier identification with DarkHorse data

Program Budgets Update	Program Budget	BARS	Amount	Spent	Remaining
	Radios (Kauz)	522 20 42 0100	\$68,861.00	\$12,001.08	\$56,859.92
	SCBA (B. Grimm)	522 20 31 0300	\$55,300.00	\$19,518.56	\$35,781.44
	Wildland (Sanders)	522 20 35 0650	\$19,384.00	\$0.00	\$19,384.00
	Small Tools (Secondez)	522 20 35 0100	\$18,512.00	\$16,181.57	\$2,330.43

Date: May 6th, 2026

Subject: *BC-12 Report*

Prepared By: *Justin Clouse*

<p>BC Administrative Meetings</p>	<ul style="list-style-type: none"> • Daily Shift Meetings • At least once per tour visit to each station for crew contact and assistance • IFSAC Testing meeting • Meetings with facility maintenance tech • State IFSAC Technical Advisory Group Meeting
<p>BC 911 Responses</p>	<ul style="list-style-type: none"> • Responded to 9 incidents in April. • Established or assumed command of 7 of those incidents. • Was on K days for 1 rotation in April.
<p>Continuing Education/ Training</p>	<ul style="list-style-type: none"> • Daily Shift level training • EMS Connect • Base Station • Create & Teach Volunteer Tender Drill • Acting Battalion Chief Manual with 1 prospective Acting BC • Research water supply officer taskbook.
<p>Administrative duties</p>	<ul style="list-style-type: none"> • Shift based training oversight and compliance • Staffing and callback • Run Shift Training reports • ESO report review • Facility Maintenance program oversight • Driving policy update
<p>Planning and ongoing projects</p>	<ul style="list-style-type: none"> • Training Committee • IFSAC Testing Technical Advisory Committee • IFSAC testing- Prep for Kitsap Fall academy • Facility maintenance planning • Station 2 Storage building project

Personal Protective Equipment	<ul style="list-style-type: none"> • Employees fitted, gear ordered and slowly coming in.
Technical Rescue	<ul style="list-style-type: none"> • Budgeted equipment ordered.
Wellness Program	<ul style="list-style-type: none"> • Wellness exams survey sent out.
Facilities Maintenance	<ul style="list-style-type: none"> • Station 1- Fire alarm issues. • Station 2- Drain field jetted, drain field clean up, storage building project. • Station 4- Burn sign installed. • Station 5- Burn sign installed. • Station 6- Drain field jetted. • Station 7- Burn sign installed. • Station 8- Drain field jetted, burn sign installed. • Station 9- Drain field jetted. • Admin- Nothing.

Program Budget	BARS	Amount	Spent	Remaining
Wellness (Gregory)	522 20 41 0600	\$3,000.00	\$1,822.05	\$1,177.95
Fitness Program (Gregory)	522 72 41 0601	\$3,000.00	\$0.00	\$ 3,000.00
Annual Physicals (Gregory)	522 10 41 0160	\$67,000.00	\$0.00	\$ 67,000.00
Ready Rebound (Kinney)	522 72 41 0601	\$14,000.00	\$3,360.00	\$10,640.00
Hose & Appliances (Kinney)	522 30 35 0100	\$33,000.00	\$0.00	\$ 33,000.00
FF PPE (Lueders)	522 20 20 0609	\$150,822	\$23,736.52	\$127,085.48
Special Ops Rope (White)	522 20 35 0500	\$12,597.00	\$0.00	\$ 12,597.00
Station 6 paint (Lawson)	522 50 48 0100	\$49,543	\$0.00	\$49,543.00
Station 8 siding (Lawson)	594 22 62 0670	\$45,000	\$0.00	\$45,000.00

Date: 5/11/2026

Subject: *Battalion Chief 13 Report*

Prepared By: *Justin Fletcher*

BC 13 Administrative Meetings	<ul style="list-style-type: none"> • Daily Shift meetings • Visit each station and collaborate with crews at least once per tour • BC/Chiefs Meeting • Engine/Tender Meeting with True North and Fouts Fire • Ambulance Remount Meeting
BC 13 911 Responses	<ul style="list-style-type: none"> • Responded to 8 incidents in April
Continuing Education/ Training	<ul style="list-style-type: none"> • Shift level training (C Shift completed 200 hours of training)
Administrative Duties	<ul style="list-style-type: none"> • Callbacks for all staffing needs • Scheduling maintenance, repairs and new apparatus builds
Shift Programs	<ul style="list-style-type: none"> • See Apparatus Report

Program	Program Manager	Budget	Spent	Remaining
Marine Program	Dalrymple	\$36,030.00	\$6,598.88	\$29,431.12
Apparatus Maintenance	Fletcher	\$260,453.00	\$64,345.55	\$196,107.45
Ladders	Parker	\$500.00	\$-	\$500.00

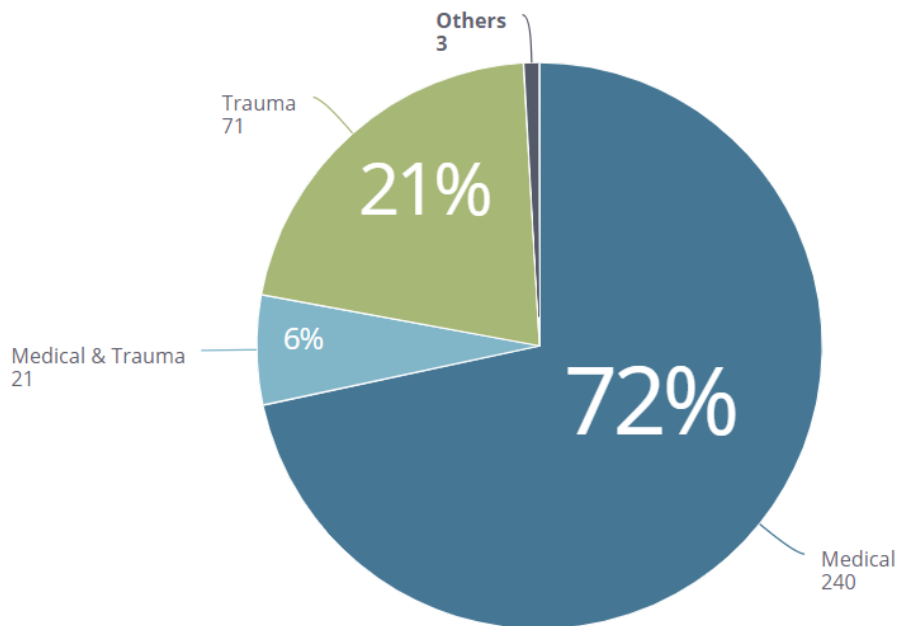
April MSO BOC Report

May 7, 2026

Submitted by: Tammy Ridgway

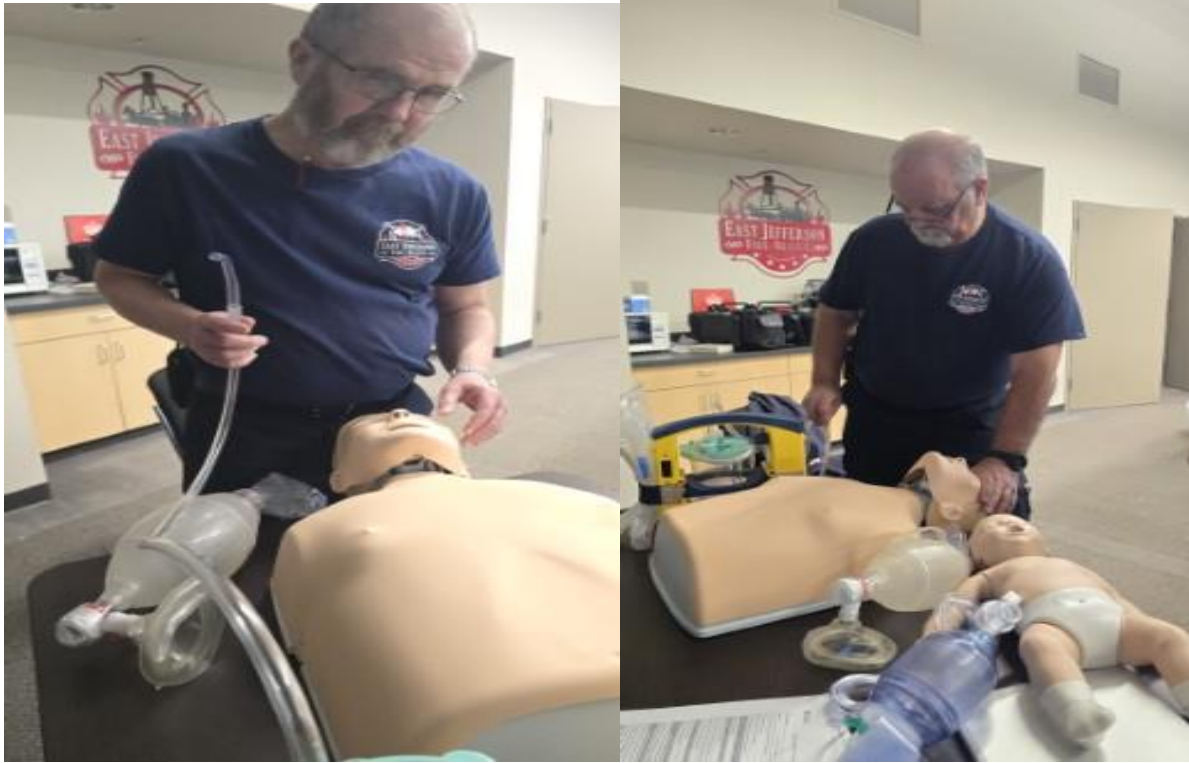
EMS Calls

- 332 Patient Care Reports
- 2 Cardiac Arrests both with ROSC and have returned home
-
-



Monthly Overview

- **Leave at home naloxone:** 1 leave at home kits were handed out.
- **CPR:** It was a very busy teaching and schedule future classes. JCSO had two classes with a total of 40 students including deputies, correction officers and other staff. Cape George community had 10 students. Public Works had 16 students. Also scheduled 6-8 future events.
- **Meeting Highlights:** Safety Meeting, EMS Council, NWREMS and JHC, CARES meeting with FC, new Stryker rep, BHC Summit.
- **EMS Training:** EMS Connect, Base Station and training on new equipment.
- **Stryker Update:** All equipment is installed on the ambulance with the exception of one unit that was out for paint. It will be completed in the next couple of weeks. This completes our Stryker upgrade.
- **EMR Class:** EMR class is completed, students will be taking their National Registry in the next few weeks.
- **Other:** Participating in mock interview night for OWL 360, attended volunteer BBQ. The biggest highlight of the month is I was approached by a person that had attended a CPR class and wants to donate AED's to be distributed to the JCSO deputies. The person wishes to remain anonymous and is asking for help coordinating, figuring out cost and maintenance. I will be working with the FC and Sheriff over the next month to hopefully make this a reality. This donation could make a significant impact on our already really great cardiac arrest outcomes.

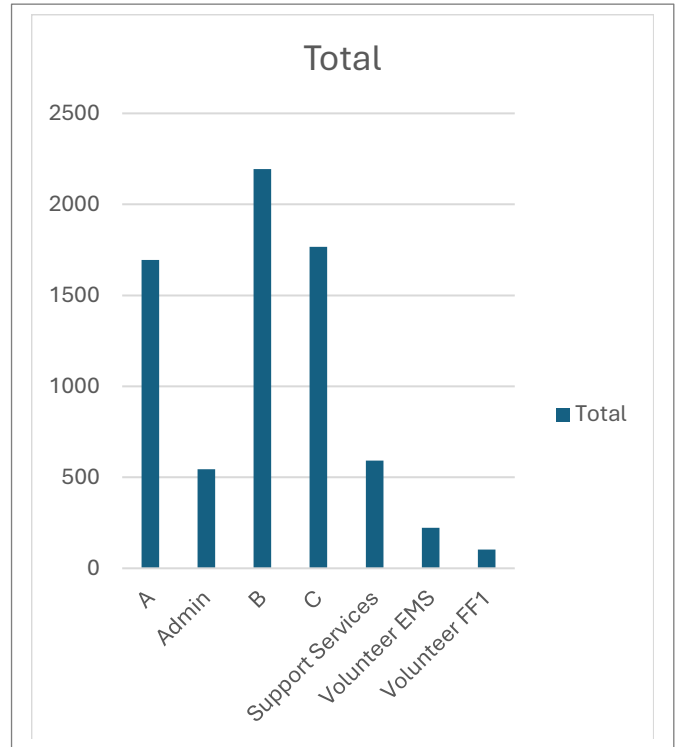


<u>TITLE</u>	<u>BARS #</u>	<u>Budget</u>	<u>Spent</u>	<u>Remaining</u>
EMS Medications	522 72 31 015-1	\$60,000.00	\$12,052.86	\$30,356.90
EMS Supplies	522 72 31 010-1	\$92,575.00	\$7,664.60	\$65,750.51
EMS Equipment	522 72 35010-1	\$99,575.00	\$355.58	\$76,998.92
CPR Training Supplies	522 74 45 010-1	\$4,000		
EMS Training/Conferences	522 74 45 020-1	\$20,000.00		\$19,578.00
Required EMS Training	522 74 45 040-1	\$12,500.00	\$586.93	\$9,731.27
DOH EMS Participation Grant	344 04 90 005-1	\$778.00		

April Training Captain Report
May 3rd, 2026
Submitted by: Captain Trevor Bergen

Overview Training Hours:

- **April total hours: 1,080 Hours**
- **Total Hours for 2026: 7,145 Hours**
- **2026 WSRB Training Hours: 4,300 Hours**



Overview:

- **Probationary Member Onboarding:**
 Completed the first two weeks of days with newly onboarded Probationary Firefighter Blake Bentzen. Blake comes to us as a recent graduate of the Firefighter in Training Program so his training was streamlined and he is extremely excited for the opportunity.
- **Battalion Chief Meeting-** Quarterly BC meeting.
- **Training Advisory Committee Meeting-** 2nd quarterly meeting was conducted. This meeting has spurred off several additional sub groups working on specific topics. The Tac committee continues to grow and has been a helpful sounding board.
- **Rescue Systems 1 Logistics-** ordering equipment (Cars, Sani cans, and Telehandler) for upcoming class scheduled for the first week of May.
- **Upcoming Schedule** **May 4-7-** Rescue System One, **May 14/15-**Tree Rescue. **October-** NASBLA Operator class, 12-15 PNW Conference **November/December-** 2026 Chief Stanton Cooke

TITLE	BARS #	Budget	Spent	Remaining
TRAINING EQUIPMENT ST/ME	522 45 35 010-0	\$ 22,000.00	\$	\$ 22,000.00
TRAINING TOWER REPAIRS/MAIN FROM MEMBER FEES	522 45 40 002-0	\$ 14,000.00	\$	\$14,000.00
TRAINING CONFERENCES - CAREER	522 45 40 010-0	\$ 10,000.00	\$	\$ 10,000.00
TRAINING CLASSES - CAREER	522 45 40 050-0	\$ 50,000.00	\$3,400	\$ 46,600.00
TRAINING REGISTRATIONS - VOLUNTEER	522 45 40 060-0	\$ 1,950.00	\$	\$ 1,950.00
TRAINING DUES, SUBSCRIPT/MEMBERSHIP	522 45 49 010-0	\$ 21,500.00	\$1,125.00	\$ 20,375.00
MISCELLANEOUS	522 45 49 020-0	\$ 1,500.00	\$	\$ 1,500.00
VOL EMT TRAINING	522 74 45 025-0	\$ 10,000.00	\$	\$10,000.00
KCFTA FIRE ACADEMY - FIT'S	OT-Training	\$ 50,000.00	\$	\$50,000.00
OVERTIME OT - TRAINING (60/40)	OT-Training	\$ 40,648.00	\$	\$ 40,648.00



Rescue Systems 1 Classroom



Rescue Systems 1 Concrete cribbing and moving



Cutting Tools used on a steel Tube



Laying in a restricted space cutting concrete

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 2/2026	Est Delivery Date
2 Fire Engines	\$2,285,000	\$2,190,219	\$2,220,352	TBD: will be notified when it goes to the line, 3-4 months after that Expected in July '26
Brush Truck	\$175,000	\$210,000	\$208,801	In Service Aug '25
Ambulance	\$275,000	\$350,000	\$321,268	Delivered Feb 16th '26
Ambulance Remount		\$185,000	\$214,958	In Service Dec 26 '25
Rescue	\$250,000	postponed	n/a	n/a
	\$2,985,000	\$2,935,219	\$2,963,780	

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.
- Signed a change order on 12/5/25 after an engineering meeting with Spartan to clarify somethings and to change some things to be more practical based of recommendations given by Spartan.
- **Update-** Spoke with the dealer and we are expected to complete a mid-inspection the week of June 8th and have a final inspection on the week of June 25th.

▪ Station 5 Engine/Tender

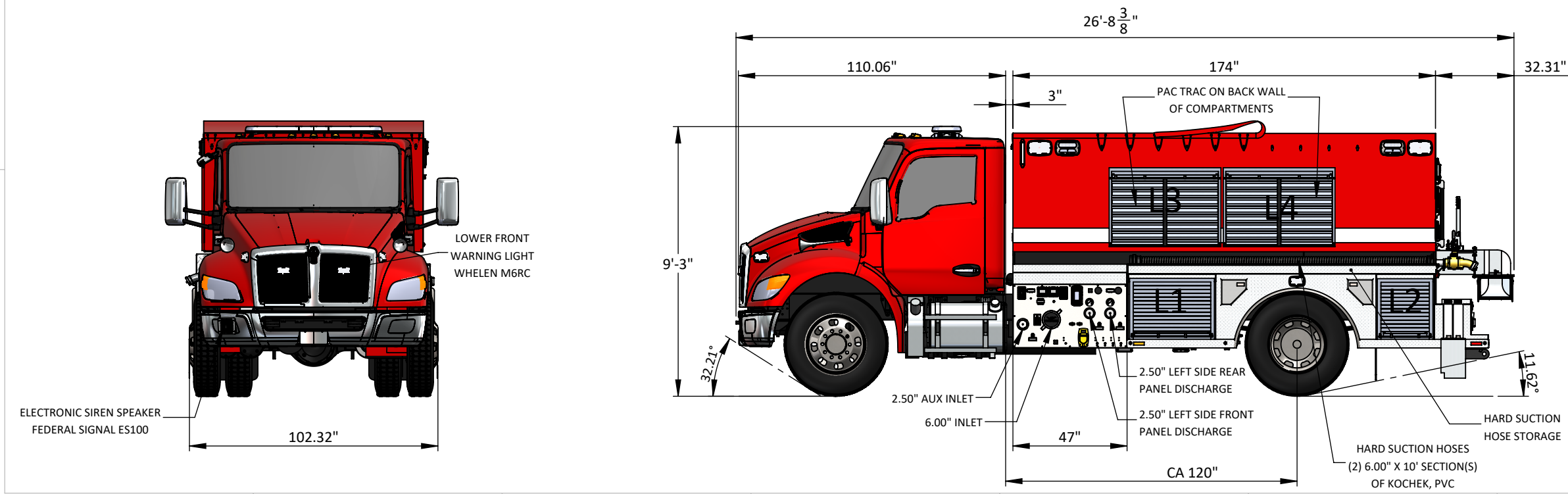
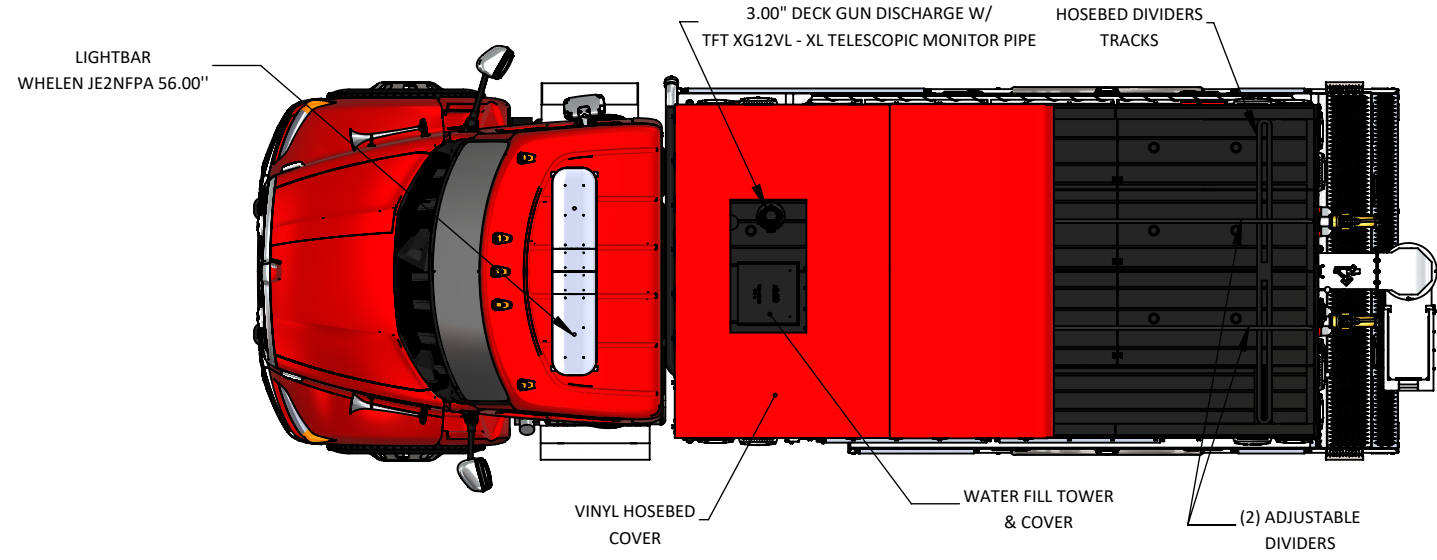
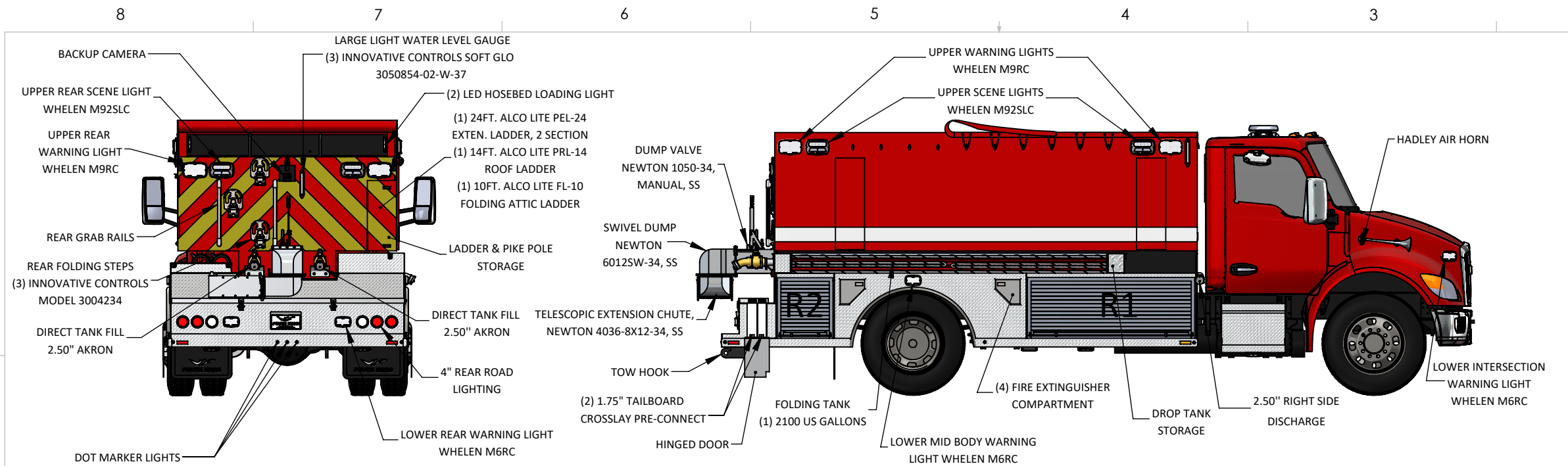
- Discussions have been taking place on how to build our tender capacity back to five tenders and to also potentially replace the aging engine at Station 5.
- Station 5 has some limitations due to height of the doors as well as depth of the bay that limit our build options. The idea is a single axle tender with approximately 2,000 gallons of water but still has a pump and equipment on it that would meet the WSRB requirements of an interior firefighting capable apparatus.
- After searching for dealers that would be able to create a small engine/tender combination Fouts was selected as the best choice.
- True North issued a estimated cost of such vehicle being approximately \$600,000 and the board was asked to approve up to \$725,000 for the total cost to include build cost, tax, delivery and purchase of equipment that would be put onto the vehicle.
- A prebuild spec meeting was held with FF Kinney, FF Richter, BC Fletcher, True North and Fouts Fire to finalize some details of the build. This meeting was to get

April 2026

Apparatus Committee Report- Fletcher

us the most accurate cost of build and for Fouts to develop an accurate written and drawn spec.

- **Additional Items**
 - FF Kinney began work on finishing Brush 2 project which included the mounting of new boxes to increase storage capacity and make the layout of the vehicle more alike the other two brush trucks.
 - BC Fletcher met with Braun Ambulances to discuss the cost of a remount for EJ760. BC Fletcher also asked for Braun to provide us with a cost of a new E Series ambulance to weigh the cost of a remount vs a new vehicle.



CHASSIS INFO	
CHASSIS	: KENWORTH T480, SINGLE AXLE
CAB	: 2 DOOR REGULAR CAB
ENGINE	: PACCAR PX-9, 450 HP
TRANSMISSION	: ALLISON 3000 EVS, 5 SPEED
FRONT AXLE	: 14,600 LBS.
REAR AXLE	: 26,000 LBS.
PAINT PRIMARY	: FOUTS FIRE RED, PAINT NUMBER: 763572EA

PUMP INFO	
PUMP	: HALE MBP, 1000 GPM, SIDE KICK
INTAKES	: ONE (1) 6.00" & ONE (1) 2.50" AUX
DISCHARGES	: TWO (2) 2.50"
DRIVER SIDE	: ONE (1) 2.50" FORWARD OF R1 COMPARTMENT
OFFICER SIDE	: TWO (2) 1.75"
REAR TAILBOARD PRE CONNECTS	: ONE (1) 3.00"
DECKGUN	: ONE (1) 2.00"

PUMP MISC	
PUMP SHIFT SPECIFICATION	: PUMP AND ROLL
PRIMING SYSTEM	: A HALE ESP
PRESSURE GOVERNOR	: FRC PUMPOSS MAX SERIES PBA501-D00
TANK TO PUMP	: ONE (1) 3.00"
TANK REFILL	: ONE (1) 2.00"
WATER LEVEL GAUGE(S)	: INNOVATIVE CONTROLS (PUMP, CAB & TANK)
PUMP PANEL MATERIAL	: STAINLESS STEEL WITH BRUSHED FINISH

TANK INFO	
TANK CAPACITY	: 2000 US GALLON
HOSEBED DIVIDERS	: TWO (2) HOSEBED DIVIDERS
DUMP SYSTEM	: MANUAL WITH SWIVEL & EXTENSION
HOSEBED COVER	: VINYL, RED IN COLOR
DIRECT TANK FILLS	: TWO (2) 2.50", AKRON

BODY INFO	
BODY TYPE	: ATP-4-COMPARTMENTS
DOOR TYPE	: AMDOR BRAND ROLL-UP DOOR, SATIN FINISH
HARD SUCTION STORAGE	: DRIVER SIDE
DROP TANK STORAGE	: OFFICER SIDE

LH SIDE COMPARTMENTS	
L1	: 30.00" W X 26.00" D X 27.00" H = 14.63 CU.FT.
L2	: 24.00" W X 26.00" D X 27.00" H = 9.75 CU.FT.

RH SIDE COMPARTMENTS	
R1	: 70.00" W X 26.00" D X 27.00" H = 28.44 CU.FT.
R2	: 24.00" W X 26.00" D X 27.00" H = 9.75 CU.FT.

UPPER COMPARTMENTS	
L3	: ON LEFT HAND SIDE OF THE BODY
L4	: 44.00" W X 16.00" D X 31.00" H = 12.63 CU.FT.
L4	: 44.00" W X 16.00" D X 31.00" H = 12.63 CU.FT.

LOOSE EQUIPMENTS	
FOLDING TANK	: ONE (1) 2100 US GALLON, RED IN COLOR
HARD SUCTION HOSE(S)	: TWO (2) 6.00" X 10' KOCHKEK PVC HARD
EXTENSION LADDER	: ONE (1) 24 FOOT ALCO-LITE PEL-24, 2 SECTIONS
ROOF LADDER	: ONE (1) 14 FOOT ALCO-LITE PRL-14
FOLDING ATTIC LADDER	: ONE (1) 10 FOOT ALCO-LITE FL-10
EMERGENCY ROAD KIT	: ONE (1) 2.5 ABC DOT FIRE EXTINGUISHER
	: ONE (1) SET OF DOT HAZARD TRIANGLES



DIMENSIONS SHOWN ARE APPROXIMATE AND SUBJECT TO CHANGE AS MAY BE FOUND NECESSARY DURING CONSTRUCTION. MINOR DETAILS MAY NOT BE SHOWN TO RETAIN CLARITY WITHIN THE DRAWING. THE DRAWING IS FOR REFERENCE PURPOSES ONLY. SPECIFICATIONS SHALL BE THE FINAL AUTHORITY OF WHAT IS SUPPLIED ON THE APPARATUS.

OVERALL HEIGHT IS IN LOADED CONDITION. UNLOADED HEIGHTS MAY BE 4" ABOVE HEIGHTS SHOWN.

THE EFFECTIVE DOOR OPENINGS WILL BE APPROX. 2" LESS THAN THE NOTED COMPARTMENT OPENING FOR ROLL UP DOORS AND UP TO APPROX. 4" LESS FOR HINGED DOORS

INCLUSION OF AN ITEM ON THE DRAWING DOES NOT CONSTITUTE INCLUSION OF THAT ITEM WITH THE FINAL DELIVERED UNIT IN THE EVENT THERE ARE DISCREPANCIES BETWEEN THE DRAWING AND THE SPECIFICATIONS. THE SPECIFICATIONS SHALL PREVAIL.

DECIMAL	ENG	REV	SCALE	DWG SIZE	DATE
: ± 0.062	SA	ROO	1:60	D	08 MAY 2026
FRACTIONAL	: ± 1/16				
FOR :	EAST JEFFERSON				
TITLE :	2000 GALLON CJ TANKER				
PRODUCTION :					

Training Advisory Committee Meeting Minutes

Date: 04/20/2026

Time: 0900-1115

In Attendance: A. Sviridovich(Virtual), S. Pulido(Virtual), E. Stewart(Virtual), B.Black (Virtual), S. Grimm, J. Fletcher, L. Speser, J. Anderson, P. Brummel, T. Bergen, M. Kaldahl, J. Kinney.

1. Review of Previous Meeting Minutes

Previous meeting minutes were reviewed by the committee.

No significant changes were identified.

Minutes accepted as presented.

2. 2025 Training Survey Review

Committee reviewed the results of the 2025 Training Survey.

Discussion focused on ensuring training aligns with operational needs and company-level relevance.

Emphasis placed on using survey feedback to guide both department-wide and company-specific training priorities.

3. Training Conducted & Future Training Direction

Recent training efforts were reviewed.

A key theme discussed was the balance between standardized training objectives and company-level flexibility.

Discussion (from Zoom transcript):

It was emphasized that not all training should be “one-size-fits-all,” as each station and response area has different needs.

The role of the company officer is critical in adapting baseline training objectives to make them meaningful and applicable.

Example provided:

If crews are highly proficient in a skill (e.g., ladder throws), they should demonstrate competency and then move on to more relevant or challenging tasks.

While a training objective may specify laddering for secondary roof access, officers are encouraged to modify the scenario if it better fits their operational reality.

Training guidance provided by the committee is intended as a foundation, not a restriction.

Officers are expected to apply judgment and tailor training to their crews while still meeting the intent of the objective.

Additional “flavor” or direction may be included in training assignments to support those seeking more structure, while still allowing flexibility.

4. Upcoming Training Opportunities

RS1 – Scheduled for May

Tree Climbing Training – Coordinate with Tom

NASBLA Course – September

Cooke Course – December

PNW Conference – October

PNW Spring Conference – May

5. Training Budget – Current Status

Current training budget was reviewed.

Limitations were acknowledged, requiring prioritization of training opportunities.

Continued evaluation of cost-effective training delivery methods discussed.

6. Training Challenges & Brainstorming Session

A. Capturing Training & Education

Identified need for improved documentation and sharing of training (e.g., VES, PXT).

Proposal to establish a standard timeline (goal: within two weeks) for distributing training materials following delivery.

Discussion around incentivizing training development:

Consider compensating personnel who create and instruct training content.

B. Training Packets

Strong support for developing standardized training packets to include:

Learning objectives

Key teaching points

Supporting handouts and reference materials

Establish expectations for consistent creation and submission of these packets across companies.
Reach out to other agencies to find out how they are capturing outside training.

C. Wildland Refresher Training

Agreement that wildland refresher training should be conducted on shift.

Exception noted for Red Card certification requirements, which may require separate coordination.

D. Priority Training Topics

Continued emphasis on:

Extrication

Trauma care

7. Future Meeting Dates

Proposed meeting cadence: Third Monday of each quarter

Next meeting scheduled for: July 20th

8. Key Takeaways

Training should be guided by department objectives but adapted at the company level.

Company officers play a critical role in ensuring training is relevant, challenging, and applicable.

Improved systems are needed to capture, share, and standardize training content.

Budget constraints require thoughtful prioritization and creative solutions.



DIRECTOR'S REPORT

April 23, 2026

❖ Projects:

- **CAD production upgrade** to version 2025.2 was completed the morning of April 8 with corrections to reported problems continuing throughout that day and week. We have one remaining major bug pending repair by Tyler development, but most issues were resolved quickly.
- Jeffcom and Pencom continue jointly investigating **cloud-based CAD** systems in hopes of replacing onsite equipment with hosted solutions. The City of Port Angeles issued for Pencom, with Jeffcom as a participating agency, a basic RFI hoping to start supplier conversations that will lead toward finalizing our requirements to procure, jointly or separately, a new CAD system. This RFI has garnered some interest, and responses will continue to arrive in the coming weeks.
- IT continues to work on **extending our IP network to tower sites** over our microwave system and cellular/satellite backup and adding monitoring.
- IT continues to work on implementing badge-based **multi-factor authentication** as required by federal and state changes to CJIS security requirements.
- **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.
- **Maynard Tower leasing:** The NOAA lease agreement to add them to the tower is close to completion pending final legal review.
- **Port Townsend Tower leasing:** IT continues to work with AT&T and EJFR on the details of adding a cellular lease to this tower without replacement of the tower structure by AT&T. We will need both a lease agreement with AT&T and an amendment to our existing site license with EJFR to provide the interior equipment space and utility and generator electrical service both to pass through to AT&T and for Jeffcom's own future radio receive site.
- Jeffcom and Pencom continue working on joint procurement for **updating emergency medical dispatching** guidebooks from APCO. The formalities involved in the procurement and onboarding processes caused administrative delays, compounded by administrative focus on other projects.

❖ Budgetary Items:



- **Current staffing** remains at ten full-time, fully trained communications staff including one supervisor plus three part-time communications officers filling some shifts.
- We have the **third shift** (1000-2000) filled most days with supervisor and CO assigned to records and will be treating it as minimum staffing that must be filled on overtime Monday through Saturday beginning May 1 and stretching through the busy summer season and hours.
- **Recruiting:** We expect to interview candidates soon for an anticipated July start date of our next communications officer trainee.
- **CBA** implementation steps remain:
 - ◆ Jeffcom-Teamsters LOA correcting a typo in a currently unused wage step
 - ◆ Development of policy on consecutive-day work shifts
 - ◆ Development of policy on shift-change timing
- **Law-enforcement Records MOUs** have been terminated by JCSO and PTPD effective June 30, but the work may transition to another Pencom earlier. A senior communications officer will continue working primarily on records as long as Jeffcom has the responsibility on a weekday 4/10 schedule to cover more of the operating days of the court system.

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

- **March communications-staff overtime** was 226.25 hours among ten fulltime communications staff, including 8 hours of scheduled overtime every second week for those working 12-hour shifts (February's was 217, January's 206.5, December's 101).
- **Found Therapy** Services continued sit-in appointments with all shifts. Our therapist has relocated out of the area but returns monthly to maintain our relationship (and similar relationships with other agencies).

❖ **External Relationships:**

- A **User Group** meeting was held April 14 and attended by representatives from both law and most fire agencies.
 - ◆ Discussed the start of wildland-fire season and the overload that generally results in Jeffcom during such calls
 - ◆ Discussed CAD upgrade and remaining issues, including necessary upgrades of old iPads, laggy performance of Law Mobile and non-functional text notifications to Navy Region dispatch
 - ◆ Discussed status of Pencom's RFI for a cloud-based CAD system
- Investigation and procurement of **cloud-based call handling equipment** has become an external issue rather than a Jeffcom project, with the state preparing an RFP for a statewide system. Michael Chamberlain has begun participating in the state's review of the draft RFP requirements and potentially the evaluation of submitted proposals.

CFS and Call Data: January 1 through April 17, 2026

- **Fire/EMS calls by agency**

Agency	CFS count YTD	CFS count LYTD
EJFR	1628	1646
QFR	180	160
BFD	154	186
DBVFR	44	26
Total		1472

- **Law Enforcement calls by agency**

Agency	CFS count YTD	CFS count LYTD
JCSO	3918	4133
PTPD	2441	2530
Total		4964

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

Pick-up Time	Call count YTD	Cum. % YTD	Standard
0-10 sec	4429	99.53	n/a
11-15 sec	16	99.89	90%
16-20 sec	4	99.98	95%
21-40 sec	1	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	4450		

- **911 Call Averages**

Metric	YTD Average
Ring time	2.59 sec
Hold time	1.35 sec
Talk time	115.91 sec

- **Non-911 Calls (including test calls)**

Metric	YTD
Number of outgoing calls	2427
Number of incoming calls	5134
0-10 sec pick-up time	99.61%
Average ring time	2.88 sec
Average hold time	3.53 sec
Average talk time	99.53 sec