



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

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

CALL TO ORDER

Board Chair Deborah Stinson called the meeting to order at 3:00 PM at St 6 and virtually via Microsoft Teams app.

COMMISSIONERS & ADMINISTRATIVE STAFF

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

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

1. AGENDA CHANGES – Stinson stated item F from New Business and the second executive session are removed from the agenda.

2. CONSENT AGENDA

- Approve Regular Meeting Minutes from June 16, 2026 and Special Meeting minutes from June 25, 2026

Vouchers

- Approve General Fire expenditure warrants dated June 9, 2026, June 24, 2026, June 29, 2026, June 30, 2026 and July 7, 2026 totaling **\$708,391.89**
- Approve EMS expenditure warrants June 9, 2026, June 24, 2026, June 29, 2026, June 30, 2026 and July 7, 2026 totaling **\$197,869.12**
- Approve payroll expenditure warrants dated June 17, 2026 and July 1, 2026 totaling **\$959,391.71**
- Approve 2nd Quarter Volunteer Stipend warrants dated June 8, 2026 and June 9, 2026 totaling **\$7,673.35**
- Approve Debt Service payments dated June 1, 2026 totaling **\$64,859.32**

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

4. CORRESPONDENCE – A very nice letter was received from JeffCom Director Matt Stewart noting a great job by BC Fletcher in handling an incident.

5. PUBLIC COMMENT – None.

6. PRESENTATIONS – Lauryn Garret of Olympic Community of Health gave a presentation to the Board on the impact of Mobile Integrated Health Program in the Olympic Region.

Chief Black gave the board a short presentation on the Trust Land Transfer program.

7. ANNOUNCEMENTS AND ACKNOWLEDGMENTS

A. EJFR Media Spotlight – see board packet.

B. Other Acknowledgments/Announcements: none.

July 21, 2026

8. STAFF REPORTS – Chief Black reported the Marrowstone Island Foundation (MIF) has provided a grant for an electrical upgrade at Station 5 that connects everything to the solar array. Black noted the call reporting transition will happen next month and he would like requests from the board on what they would like to see. Masci suggested a distribution of CARES contact by area.

Black added they are still working on carrying “whole blood” and JHC will not be able to help us. The issue is being able to recycle what we don’t use before it expires because we don’t throw it out. We are very close to having access to EPIC access for CARES.

Black thanked Brummel for his final report and Brummel thanked everyone for all their time and efforts throughout his time at EJFR. He will be helping out with promotional exams.

DC MacDonald noted he attended the Kitsap County Chiefs meeting and Lt. Kauzlarich will be the interim BC for A shift until a new BC is selected following promotional exams.

Price thanked everyone for adding names to their reports and added that some of the additional information provided in the staff reports makes it difficult to decipher what is pertinent to read for the meeting and what is simply informational. She would like to see some sort of separation.

9. COMMITTEE/WORKGROUP REPORTS

A. Finance/Budget Committee – 2027 Budget meetings have been set. FD Lirio noted that revenues from GEMT will be more realistic based on trends. Also, our most recent debt interest from the Local Program closed at 2.9%.

B. Community Risk Reduction Group – No report.

C. Apparatus Committee – New engines will arrive the 1st week of August. NKFR mechanic will go and perform an inspection, then we will go. Once we take ownership it will take nearly a month to get them ready to be in service which is expected to happen by October.

D. Facilities Committee – A beta inspection process was completed using Station 2. The full committee will be seated soon. Lirio gave an overview on the inspection and outcomes including cost estimations, capital improvement schedule and budget.

E. Training Advisory Committee – No report.

10. COMMISSIONER COMMITTEE REPORTS

A. JeffCom Report – They are discussing a capital works budget with the sunset of an equipment bond coming soon. The joint venture with the Department of Emergency Management is still being discussed.

B. EMS Council – No report.

C. Jefferson County Fire Commissioners and Administrative Professionals Association – No report.

11. Local 2032 REPORT – No report.

12. PUBLIC COMMENT - Agenda items only – None.

13. OLD BUSINESS

A. Tax-Exempt Policy Update– Black and Lirio met with partners to discuss the policy and get input from their perspective. They stressed the need to be consistent with the policy across all partners. Nicole from Jefferson Transit was in the audience and noted how appreciative she was to hear the perspective and why it is needed. Lirio noted the value is in working together more than monetary. Stinson added that it is a great opportunity to get to know our partners and their challenges as well. She thanked our staff for reaching out prior to the board voting on it and getting input. **MOTION:** Craig moved to approve policy 6013 as presented. Price seconded the motion which carried unanimously.

July 21, 2026

B. Promotion and Transition Process – Black thanked Local 2032 for their collaboration and creative problem solving. The Interim BC appointment proactively solved some issues that would have arisen. We have three promotional exams in the coming months for BC, LT, and Captain. We need three qualified candidates for each position, or we will have to go outside the organization for candidates. A big thanks to HR Manager Stewart for all the work that will go into these processes.

C. Specialty Pay – Black explained that Marine Pilot is the first designation being discussed for specialty pay. Though there is a list of others that will follow. There are some items the board will need to give direction on, such as minimum staffing for marine pilot and tech rescue.

Black presented the comparables and his recommendation for a 9-member team. The board reviewed total estimated costs that included annual pay, initial training and annual overtime.

Currently there is no training standard and no minimum staffing which means there is no guarantee that an operator is on duty. A discussion on staffing and how vacations would be affected etc. The balance is trying to not be restrictive while still providing the program to include mandatory staffing. Craig requested a better idea of what it could cost including OT. Staff will work on scenarios to present to the board.

RECESS: Stinson called for a recess at 4:50pm until 4:57pm when it was called back to order.

14. NEW BUSINESS

A. Policies and SOGs – no new policies or SOG's for review.

B. SOC/SP Direction (Berk & Associates Proposal): A proposal was received, and Black noted that \$15,000 would likely need to be added for additional items. The next step is to add to the 2027 budget. Stinson noted they will use the Jefferson County Growth Management Plan that also includes the City of Port Townsend.

C. Resolution 26-010 Surplus Property –MOTION: Masci moved to approve Resolution 26-10 Surplus Property. Price seconded the motion which passed unanimously.

D. Ambulance Fees DP and Resolution 26-11 – Lirio presented the recommended increases to our ambulance fees that would be effective 01/01/2027. He based his amounts on surrounding areas and noted we will not see a payor increase of the same percentage due to our payor base being majority Medicare. MOTION: Craig moved to approve Resolution 26-11 to increase ambulance transport billing rates effective January 1, 2027.

E. WSRB Overview – Black reported on the progress of the changes being made by the WSRB advisory group he is part of. They are down to the final sections that will go before the Office of the Insurance Commissioner (OIC) rule change committee and will be effective sometime in 2027. He noted that we will ask for a re-rate with the current schedule later this year to bring areas outside of the City to a 4. He has met with PUD, city planning, the water departments, and the County Fire Marshall to get a consensus to work together when they come. We have an opportunity to put together an interim agreement that includes investigations and a ladder truck response agreement

that will benefit us with these improvements since the last rating. Black also noted an address issue on Marrowstone Is. that are not correct in the WSRB system, they will review.

14. UPCOMING TOPICS/EVENTS – Brummel’s Retirement party will be pm 7/31 at 3pm.

Executive Session: Not needed.

GOOD OF THE ORDER – Chief asked for statistics the board would like to see in monthly reporting. Craig thanked MacDonald for taking the DC position and making such a big life change.

ADJOURNMENT

Stinson adjourned the meeting at 5:19pm.

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

July 21, 2026



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

**BOARD OF COMMISSIONERS
SPECIAL MEETING MINUTES FROM July 23, 2026**

CALL TO ORDER

Board Chair Deborah Stinson called the special meeting to order at 2:00 PM at St 6 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. Executive Session Pursuant to RCW 42.30.110(l)(g) to review the performance of a public employee – Stinson called the executive session to order for 30 minutes from 2:30pm until 2:30pm.

Call back to Order: Stinson called the meeting back to order at 2:30pm stating no decisions were made and no action was taken.

B. Utility Vehicle Proposal – Due to the rotation cycle of our fleet and a current inventory gap for staff vehicles at various stations causing staff to scramble when multiple demands arise. BC Fletcher proposed the purchase of 2 new Ford Mavericks using the State Cooperative. This allows us to place an order within the next week and we would receive them before the end of the year.

MOTION: Masci moved to approve the purchase of two (2) utility vehicles per DES quote 2026-7-12, at a total not to exceed \$91,460.97, funded from the FIRE General Fund. Price seconded the motion. Discussion: Seabrook asked if electric vehicles had been considered. Black noted that electric vehicles would not be recommended for our use in rural areas and highways. Craig relayed information about an electric vehicle the County purchased that had some issues and likely would not be a good decision for us. He noted that he understands Seabrooks emotional wants for electric vehicles, but they are not ideal for our industry. Motion passed unanimously.

C. Board Workshop Proposal – Stinson and Craig attended the Chelan workshop and were very impressed with one of the presenters, Silouan Green. He discussed the importance of the Commissioners role. She stated that we could benefit from a workshop for our Commissioners facilitated by Mr. Green. She reached out to him to discuss this as an option and get a quote. He stated he could do a leadership development training for the Board and Chief for \$8,500 plus travel costs. Black noted that we do have capacity for this in our budget. Seabrook stated he was all for it and Masci noted he had mixed emotions but is happy to go along with it. Price noted this shows that we care about our culture and our leadership team. Lirio stated that culture is what allows us to remain competitive and have a good return on investment with our people. Discussion continued centering on how this expense would be seen by the rank and file. Black believes they would view it as continuing to improve just as they do. Lirio added that he will be giving a financial presentation that shows how the board will need to work together to deal with several large events in our future.

MOTION: Masci moves to hold a retreat/workshop to enhance leadership development between the Chief and the Board and to authorize the Chair to moved forward with the facilitator. Price seconded the motion which passed unanimously.

April 8, 2026

Recess: Stinson called for recess at 3:18pm until 3:22pm.

D. Financial Sustainability Presentation – Lirio stated this presentation came about while working on long range planning. He added the Board reviewing all the items together will allow everyone to appreciate what's to come. The decision made in the next several years will shape the District's capacity to serve this community well into the future. He noted that no decisions are being made today, this is informational only. Black added that the topic discussed today could be part of a board workshop, the budget process, labor management and upcoming meetings so everyone is seeing the same information.

Lirio highlighted the financial constraints of our 1% growth cap vs inflation, the important fiscal decisions the Board has already made. These include the establishment of a dedicated reserve account, Capital accounts for both General and EMS funds, use of the LOCAL Loan program, and recently passed levy lid lifts among other decisions.

Lirio then laid out 14 major events that will occur between 2026-2032. These included near term items such as the 2027 budget development, ongoing items such as our capital improvement plans for facilities and annual funding and finally longer-term items such as a potential new station. He wrapped up the presentation with why this all matters. EJFR is entering a period where fiscal pressure, operational demand and leadership change do not arrive one at a time, they arrive together. The decisions made in the next several years will shape the District's capacity to serve this community well into the future. This work session exists so the Board can see the full picture before those decisions begin.

Black commended Lirio's presentation and noted it could become a ground setting document. All board members praised the presentation and thanked Lirio for his time and insight.

PUBLIC COMMENT: None.

ADJOURNMENT

Stinson adjourned the meeting at 4:22pm.

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

RE: CARES TEAM

From Bret Black <bblack@ejfr.org>

Date Wed 7/29/2026 8:37 AM

To Andy Pernsteiner <APernsteiner@co.jefferson.wa.us>

Cc Jason Macdonald <jmacdonald@ejfr.org>; Tanya Cray <tcray@ejfr.org>; Deborah Stinson <dstinson@ejfr.org>; Jeannie Price <jprice@ejfr.org>

Andy,

Sorry for the delayed response, I was off yesterday.

I really appreciate your words and will pass on the kudos. Jeff and Aaron are exceptional and hearing stories like this remind me of why I am grateful to be here in the PNW. This is the best team I have ever had the privilege of working with.

Thank you for your comments and support.

Bret Black - Fire Chief

Cell 360-381-0292

bblack@ejfr.org



From: Andy Pernsteiner <APernsteiner@co.jefferson.wa.us>

Sent: Tuesday, July 28, 2026 3:56 PM

To: Bret Black <bblack@ejfr.org>

Cc: Jason Macdonald <jmacdonald@ejfr.org>

Subject: CARES TEAM

Chief Black,

I'm reaching out to express my sincere gratitude for your CARES Team, and especially Jeff Woods.

I have an aging neighbor, John, who lives alone and was recently hospitalized. I've been helping care for him over the past week, but I was having difficulty navigating the process of getting him connected with home health services. After a quick call to Jeff and Aaron, they came to John's home to meet with him.

Jeff quickly built rapport with John, assessed his situation, and identified the issue: because John did not have a primary care provider, home health services could not begin. Jeff immediately went to work making calls and helped arrange an appointment with a primary care physician so John could get established and home health services could be initiated.

Jeff's passion for his work is evident in every interaction. He has a genuine calling to help people, and it shows in the compassion, professionalism, and dedication he brings to those he serves. I can't say enough about the outstanding work your CARES Team does. Their willingness to step in, solve problems, and care for members of our community makes a tremendous difference.

Please extend my sincere thanks to Jeff and Aaron for the exceptional work they do every day.

Thank you,

Andy



Sheriff Andy Pernsteiner
Jefferson County Sheriff's Office
79 Elkins Road
Port Hadlock Wa 98339
(360)344-9760

Brummel Thanks

From Peter Brummel <pbrummel71@gmail.com>

Date Mon 8/10/2026 9:32 AM

To Tanya Cray <tcray@ejfr.org>; Bret Black <bblack@ejfr.org>

Dear EJFR Family,

On behalf of Carolyn and myself, we would like to give thanks on several occasions. First of all, thank you for the thoughts and flowers after Carolyn's work-related injury. She is recovering well and is expected to return to work in September.

Secondly, I am completely overwhelmed with the wonderful retirement recognition and it could have not been scripted any better. I am so appreciative for the planning, logistics and coordination for such a fun event. Thanks for the beautiful shadowbox, watch, coin and additional gifts. They have found a home in my office and are proudly displayed.

I am proud to have helped EJFR move forward since 2019. The organization is in a great position for growth, resiliency and has the most talented people providing service to the community.

As I move forward with my next life chapter, I look forward to visiting EJFR and keeping in touch with a great group of people!

Thanks again,

Pete

Bring a shopping bag or box. Fill it to the brim with books and take home the whole lot for \$5.

Friends also maintains a used-book shop inside the library that is accessible during regular business hours. Books are available for 50 cents to just a few dollars. Many award-winning books, puzzles, children's and young adult titles are available every day. The supply is replenished daily, so make multiple trips!

Ludlow Garden Club Presents: Hydrangea Frenzy!

In Port Ludlow, the hydrangeas start to bloom in May and June, and to our delight, those beautiful flowers keep blooming throughout the summer. Every year, these plants perform their magic and amaze us with their variety of colors and flowers. Our presenter, Mike Boock, will help you achieve that beautiful display in your own yard.

Mike Boock is a Washington State Master Gardener who lives in Port Ludlow. He will be talking about hydrangeas and their



versatility and use in a variety of garden settings. He will include a review of the most popular types of hydrangeas, their planting and growing conditions, care and maintenance, and their uses in a garden.

Mike is known for his presentations about Jefferson County on such diverse subjects as creating a bog garden and the selection and care of Japanese maples. In addition, he has been a contributor to the Port Townsend Leader's Garden Notes, recently writing about efforts to curtail noxious weeds in Jefferson County. The Washington State Master Gardener Program is a volunteer-based, research-driven horticultural and environmental education program offered through Washington State University

Extension, providing training, community service, and lifelong learning opportunities.

This event will be held at the Bay Club in Port Ludlow on **Wednesday, August 12**, at 11 a.m. The Garden Club is open to all local residents. Members and guests must RSVP five days prior to the event. Guests are welcome to attend with a \$5 donation. Refreshments are complimentary. RSVP to portludlowgardenclub@outlook.com.

ECHHO Welcomes Drivers to Coffee and Sweets

ECHHO, the non-profit organization that provides rides to medical appointments and essential services, like grocery shopping, is holding a "Meet and Greet" event at The Beach Club, **Thursday, August 6**, from 10 a.m. – noon. All current ECHHO volunteer drivers are invited, along with their friends and neighbors who would like to know more about ECHHO's transportation program and maybe even think about becoming a driver. If you just want to meet and chat, that's just fine too.

Walk-ins welcome, but an RSVP would be appreciated: 360-379-4236 or volunteer@echhoj.org.

Wildland Fire Preparation of Firefighters

by Ron Dawson, EJFR Community Outreach Volunteer

As we are in the time of year when there is a threat of wildfires; this submission explains the requirements for firefighting personnel. This may give you an idea of what the necessary steps are that a wildland firefighter must take to qualify to fight the fires in the forests and fields.

Starting with the basics, applicants must be at least eighteen years old and generally requires U.S. citizenship. A high school diploma or GED is usually required.

The work is arduous. Firefighters must pass a medical exam, verifying good health and respiratory/

cardiovascular function. Firefighters must pass a fitness test based on their duty level. The standard test requires completing a three-mile hike carrying a 45-pound pack in forty-five minutes or less.

The training requirements include completing wildfire courses in the role of working a fire and an introduction to fire behavior, which is critical. Trainees are strictly required to learn the deployment and use of an emergency fire shelter. A trainee must also perform tasks under a qualified supervisor and



Practice drill with Wildland firefighters

complete a position task book to earn the Incident Qualification Card, also known as the Red Card.

Wildland firefighters require specialized gear designed for maneuverability and heat resistance. Mandatory gear includes fire-resistant Nomex shirts and pants, leather boots that are eight-inch lace-up with lug soles, hard hat and eye protection, leather gloves, fire shelter (carried at all times), and a web gear/backpack containing water, rations, and sleeping gear.

The 30/30/30 rule is a wildland firefighting and fire weather guideline indicating conditions for extreme wildfire behavior. A fire is highly likely to burn out of control and spread rapidly where the temperature is 30 degrees C or higher (86 degrees F), relative humidity is 30% or lower, and wind speeds reach 30 km/h or greater.

Introducing Riley Earl Volunteer Coordinator for EJFR

East Jefferson Fire Rescue welcomed Riley Earl on June 16 as the new Volunteer Coordinator for the department.

She will be responsible for recruiting, training, mentoring and evaluating new volunteers with East Jefferson Fire Rescue (EJFR).

Currently, there are 45 volunteers serving in several areas in the department to including Volunteer Firefighters-in-Training, Emergency Medical Service (EMS), Support Volunteers—individuals who assist the fire department in the delivery of fire suppression services, and administrative volunteers who provide data entry, communication support, public education, and other services the department my need.

Riley's background includes working for Olympic Ambulance in Bremerton, WA where she was recognized for her strong clinical skills, leadership and dependability in high-stress environments all while working collaboratively with fire departments, law enforcement and emergency room departments.

She also worked with the Bainbridge Island Fire Department as an Emergency Medical Technician where she attended Kitsap Fire Academy and was trained in structural firefighting techniques.



She is certified as a Firefighter I, an EMT-B through the National Registry of Emergency Medical Technicians and holds two certificates for Hazardous Materials, one for Awareness and one for Operations.

June 2026 Statistics for East Jefferson Fire Rescue

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

June Alarms

Fires	19
Rescue/Emergency Medical	363
Non-Emergency	43
Hazardous Condition	20
Service Call	73
Other	11

Total Alarms 529

June Ambulance Transports

911 Transports	203
Hospital-Requested Transport	0
Non-Transports	150

June Community Assistance Referral Education Services (CARES)

Contacts 119



Krista Linde Jaci Tumbarello Cathy Wahlsen Melissa Pernsteiner Janice Sponberg Heather Hardman

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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 – July 2026 Threshold Events

Deputy Fire Chief Pete Brummel retires after 36 years!



July 7, EJFR was dispatched to a structure fire in Port Townsend. First arriving units found one residence on fire, several other exposures with their exteriors igniting. 20+ MPH winds carried the heat and embers beyond the building of origin. We received a heavy response from our volunteers and the U.S. Navy. PUD was challenged to de-energize the involved structures and ended up shutting down the power to the entire neighborhood. Fire was kept to the building of origin and no injuries were reported.

Marine 1 was dispatched to a reported water rescue off Point Hudson, with reports of multiple kayaks drifting towards the Strait of Juan De Fuca. Marine 1 located 4 kayaks in distress with 2 adults and 2 children, waving paddles in the air, indicating they were in distress and needed assistance, (all had on PFD's). Victims were safely transferred onto Marine 1 and provided with dry blankets. Victims declined first aid but requested to be taken back to Fort Worden to retrieve their vehicle and return the kayaks. Marine 1 was underway within approximately 8 minutes of dispatch, which is a phenomenal response time.

New Engines are here!



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

General Fire Chief Activities and Projects

Preparations for September promotional exams continue; Deputy Fire Chief MacDonald is the lead and Deputy Chief (retired) Pete Brummel will be assisting. FC approved several infrastructure upgrades submitted (and funded) by the Marrowstone Island Foundation. Interagency meetings continue to address the homeless encampment.

Continuing our efforts to improve performance metrics for WSRB, FC delivered several additional WSRB presentations to agency partners. Interfacing with WSRB continues for a data request on Marrowstone Island in hopes of improving scores for multiple addresses. FC met with Jefferson County - Coordinated Water Plan Advisory Group, providing input into the JC water system guidelines (draft).

Collaborated with multiple agencies for the 4th of July. FC attended and was nominated for the [Local Emergency Planning Committee](#) (LEPC); ultimately appointed. FC attended BHAC special meeting for 2027 grant awards for CARES; EJFR was denied. EJFR was noticed by L&I that we did not receive the 2027 FIIRE Grant for the SCBA decontamination unit. Roy and FC met with the Port to review EJFR Policy 6013 and 6013a. Roy and FC met with EJFR's Fleet Manager to update EJFR's vehicle replacement plan. FC and DFC attended Washington Fire Chief's Region 1 meeting in Kitsap County. FC met with Jefferson Transit Authority (JTA) to hear a proposal to add school district buses to the fueling station at JTA's yard. EJFR expressed our concerns and perspectives. FC attended multiple Fire Defense Committee (FDC) meetings in preparation for State Mobilization.

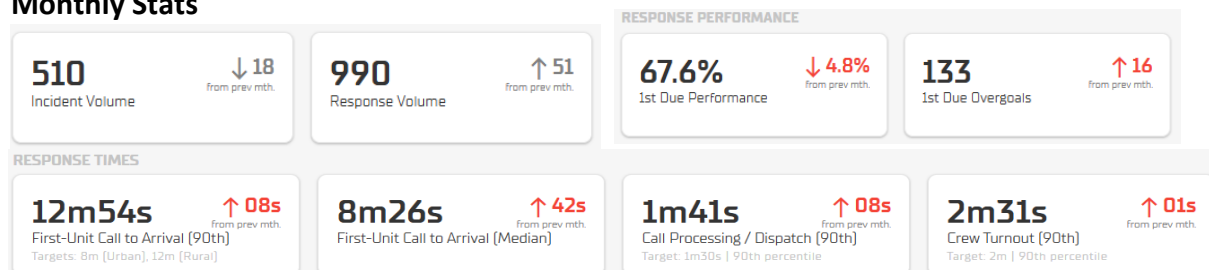
Miscellaneous Activities

Regular Darkhorse check in. The Enterprise Resource Management project is being transferred to DC MacDonald, BOC presentation pending fall 2026. Joined the City Manager on KPTZ to discuss home wildfire preparedness. Attended several OCH Board events. Attended Q2 safety Committee Meeting. Since the retirement of DC Brummel, EJFR needs to designate a Terrorism Liaison Officer (TLO) and send them to the appropriate training. BC Fletcher has accepted the assignment. Training is in fall 2026.

Standing Meetings/Committees

JeffCo DEM IMT Meeting	BOCC	PT City Manager
PT Police Chief	BHC	JeffCo EMS Council
BHAC (10 th of 1%)	ECHHO	PLEC
JH CQI meeting	WA Fire Defense Board	WSRB Subcommittee
EJFR Safety Committee	Washington Fire Chiefs	REAL Team
WFC Legislative Meeting	JC Wildfire Alliance	2032 Meet and Confer
Olympic Community of Health	Port Ludlow Village Council	JCIA Master Plan Group
Local Emergency Planning Committee (LEPC)		

Monthly Stats



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

Date: 8/7/2026**Subject:** *Deputy Fire Chief Report***Prepared By:** *Jason MacDonald*

Monthly Overview	This month much of my time was getting introduced to agency partners, getting caught up on several projects, and close out meetings with DC Brummel. I was able to contact Captain Bergen every mutual day we worked on current projects, future training plans, class assignments, and instructors' assignments for future classes upcoming this fall. As we get into August there are several projects to begin addressing. BC Fletcher is working to get the new engines equipped and ready for an in-service date. There will be a process to train our staff on the new rigs and prepare them for their respective official in-service dates. I will be participating in the budgetary process, building out the tactics portion of the upcoming promotional exams, providing some training opportunities to the officers' candidates and continue to work on planning the fall and winter training with Captain Bergen.
DC 11 Administrative Meetings	• Jefferson County Fire Chiefs' Meeting • Weekly Weather Watch Meeting • LEPC Meeting • Olympic Community Health • Finance Director Lirio • Olympic Community Health Board of Directors Meeting • Interim BC Kauzlarich expectations of the position • Dark Horse check in • Jeffcom User Group Meeting • A-Shift Mid-year budget review • WFC Region 1 Meeting Central Kitsap Fire • ESO Dashboard Meeting District 4 and District 2 • BOC Meeting • Behavioral Health Summit • Follow up meeting with DC Brummel X3 • Meet and Confer with Local 2032 • Capt. T/O Bergen regarding Fall Fire Academy
Continuing Education/ Training	• Series of 3 budget and Finance Policy classes with Finance Manager Lirio • 365 Labs CAD software Demo with Jeffcom Staff • Legal review with District's Labor attorney to discuss the expectations of my position in investigations, employee rights, legal processes

Administrative duties	• Dark Horse Data review • Call processing Over Goal report to Jeffcom for Month of June • Response plan update Marine responses adding a dedicated ambulance to the response • CISD SOG draft 1 to the SOG committee • Accident investigation and report • Fall Promotional Process exam build out • Outlier policy development for Dark Horse
Planning and ongoing projects	• Response Plans and Station Assignments (Kauzlarich/MacDonald) • EJFR Tender Response • CISD SOG Review/Revision • Promotional Exam Process (September with HR Manager Stewart) • Refine Outlier identification with DarkHorse data • Meet with members attending Fall Fire Training Academy to discuss expectations, communication paths, and reporting.

Date Prepared: 7/31/26

Subject: Community Risk Division Report

Prepared By: Robert Wittenberg

Public Education, Events, and Presentations	Events 7/2 Wildfire Presentation, East Jefferson Rotary Club, 20 Attendees 7/4 Port Townsend Farmers Market, 80 Contacts 7/10 Wildfire Presentation, Tri Area Garden Club, 20 Attendees 7/10 Port Ludlow Farmers Market, 40 Contacts 7/13 Cape George Fire Extinguisher Training, 20 Attendees 7/14 Camp Beausite Visit, 25 Contacts 7/14 Fire Extinguisher Training for Wooden Boat Festival Meeting, 25 Attendees 7/15 Towne Point Safety Lecture Series #1, 20 Attendees 7/22 Bay View Neighborhood Wildfire Consultation 7/15 Towne Point Safety Lecture Series #2, 12 Attendees
Smoke Alarm Installations	- July – 18 New Smoke Alarms and 2 CO Alarms Installed, and 13 Battery Changes 2026 Totals – 62 Smoke Alarms Installed, 2 CO Detectors Installed
Plan Review, Inspections, Investigations	Community Concerns and Consultations 7/27 Stairway Safety Evaluation at La Cocina 7/27 Access Assessment at Madrona Ridge Neighborhood 7/30 Customer Advisement Meeting with City of Port Townsend Fire Code Inspections (City of Port Townsend) - June – No Fire Code Inspections Completed 2026 Total – 93 Fire Code Inspections Completed - Ongoing work on preparing for First Due inspection platform. Fire Investigations (City of Port Townsend) 7/7 Towne Point Structure Fire Investigation Meetings 7/2, 7/9, 7/16, 7/23, 7/30 New Development Reviews with City of Port Townsend Home Wildfire Assessments - June – 43 Home Wildfire Assessments Completed 2026 Total – 74 Home Wildfire Assessments Completed

Public Information Officer (PIO)	Media Interviews • 7/9 Interview with PT Leader on Towne Point Fire Social Media Posts • 7/8 Towne Point Structure Fire • 7/10 Hands Only CPR Class Promotion • 7/13 Cordova Medic One Graduation • 7/21 Hands Only CPR Class Promotion • 7/22 Fire Danger Level Raised to High • 7/30 Chief Brummel Retirement Media Releases • 7/8 Towne Point Structure Fire • 7/22 Fire Danger Level Raised to High Social Media Followers • Facebook – 4,184, Up 46 followers • Instagram – 747, up 4 followers Monthly Newsletter • 7/15 July Newsletter Published, 164 Sends, 112 Opens (68.3% Open Rate) • 165 Newsletter Subscribers
Professional Development	• 7/7 Washington Public Fire Educators Board Meeting • 7/8 Washington Public Fire Educators Quarterly General Meeting
Personal	• 7/17-7/20 Days Off • 7/3 Holiday



FINANCIAL REPORT FOR JULY 2026

Prepared by Roy Lirio, Finance Director

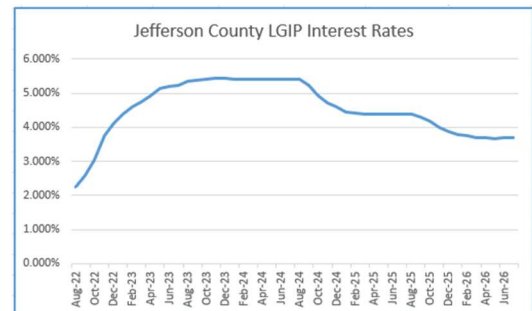
Fund Balance July 2026

	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	811,307	(185,928)	625,379	32,346	28,461	21,964	708,151
Ending Fund Balance	3,744,435	3,568,075	7,312,510	1,534,378	1,352,046	1,047,108	11,246,042

Financial Highlights:

I. Fund Balance & Budget Position

- District ended July 2026 with total fund balance of \$11,246,042.
- Combined Fire/EMS expenditures at 59.0% of budget — reflects the July payment of \$2.16M for two engines (Local Program reimbursement submitted, see Section III); excluding capital/debt/transfer spend, operating expenditures are at 57.1%, in line with the 58.3% expected 7-month pace.
- Combined Salary and Overtime spending remain on pace with budget (58.1% and 54.8% of budget respectively, vs. 58.3% expected at 7 months); Overtime continues to trail Salary as a share of budget.
- Mid-Year Budget Review completed. Refer to attached summary report.



II. Revenue & Investment Updates

- Fire Fund received \$8,950,647 (65.1% of budget; 46.6% excluding COP proceeds).
- EMS Fund received \$4,330,555 (68.3% of budget), boosted by a \$412,320 SFY25 GEMT interim settlement.
- 95.6% of Treasurer-held funds are in LGIP; July rate was 3.71%, down from 4.39% a year ago but leveling.

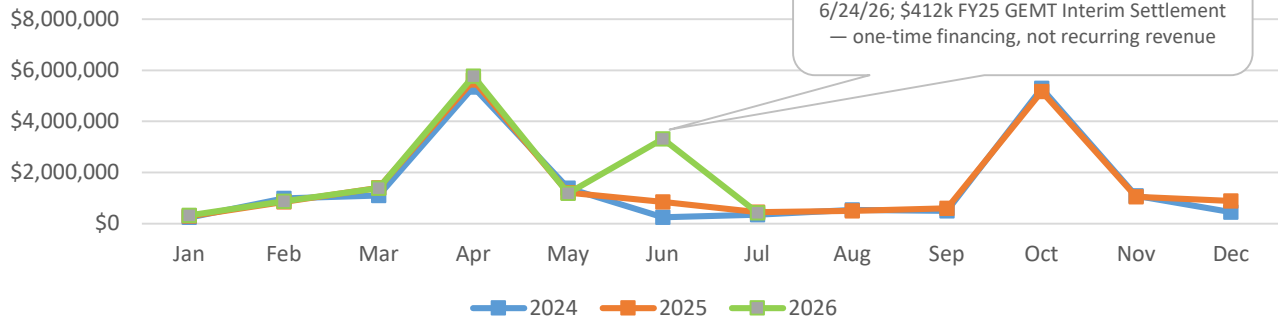
III. Capital Spend & Debt Schedule

- Paid \$2.16M for 2 engines and submitted reimbursement with State Local Program.
- \$101,638 - Station 6 painting and station 8 partial siding/painting projects completed on time on budget.
- A portion of the Station 2 (new building), 6 and 8 facility projects allocated to EMS fund utilizing the full \$100k designated in December 2025 by the BOC.

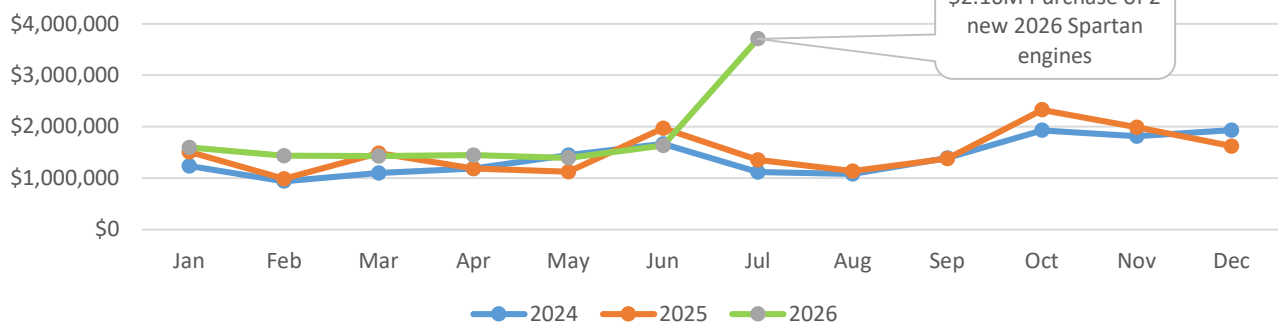
IV. Administrative Highlights

- 7/23 – Fiscal Sustainability work session.
- Supported program leads through Budget Request preparation process.
- Performed internal review per SOG 6001a EMS Records and Billing. No exceptions noted.
- Updated SOG 6010a Credit Card Use for wildland deployment.
- 7/5 & 7/16 – Attended meetings with JTA and Port regarding Policy 6013 Tax Exempt Entities.
- 6/30 & 7/27 – Attended GEMT training.

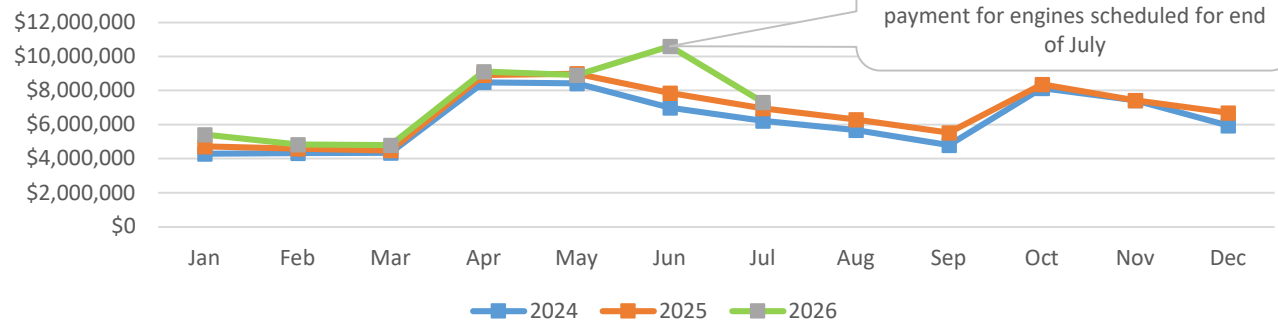
East Jefferson Fire Rescue FIRE General & EMS Funds Revenues



East Jefferson Fire Rescue FIRE General & EMS Funds Expenditures



East Jefferson Fire Rescue FIRE General & EMS Funds Fund Balance



Attachments:

- 1) FIRE – 2026 Budget Position - July 2026 YTD
- 2) FIRE OT Summary Report – July 2026 YTD
- 3) EMS – 2026 Budget Position - July 2026 YTD
- 4) EMS OT Summary Report – July 2026 YTD

- 5) 2026 Mid-Year Review

FIRE - 2026 BUDGET POSITION

Jefferson Co FPD No. 1

Time: 10:09:46 Date: 08/06/2026

Page: 1

001 Fire Fund #656001010

Months: 01 To: 07

Revenues	Amt Budgeted	Revenues	Remaining	
300 Revenue	10,894,792.00	6,401,216.22	4,493,575.78	41.2%
330	0.00	9,347.17	(9,347.17)	0.0%
390 Debt Proceeds, Trfr-In, & Surplus Equip Sales	2,859,862.00	2,540,083.99	319,778.01	11.2%
Fund Revenues:	13,754,654.00	8,950,647.38	4,804,006.62	34.9%
Expenditures	Amt Budgeted	Expenditures	Remaining	
210 Administrative	2,199,211.00	1,251,402.54	947,808.46	43.1%
211 Legislative	296,895.00	236,623.36	60,271.64	20.3%
220 Suppression	5,823,393.00	3,391,074.79	2,432,318.21	41.8%
230 Prevention	59,500.00	12,448.46	47,051.54	79.1%
245 Training	157,047.00	35,765.32	121,281.68	77.2%
250 Facilities	429,693.00	237,706.47	191,986.53	44.7%
260 Vehicles & Equipment	472,983.00	243,413.26	229,569.74	48.5%
520 Fire Control	9,438,722.00	5,408,434.20	4,030,287.80	42.7%
590 Debt, Capital, LT Lease & Transfr	4,024,714.00	2,730,905.85	1,293,808.15	32.1%
Fund Expenditures:	13,463,436.00	8,139,340.05	5,324,095.95	39.5%
Fund Excess/(Deficit):	291,218.00	811,307.33		

FIRE OT Summary Report

Jefferson Co FPD No. 1

Time: 10:10:18 Date: 08/06/2026

Page: 1

001 Fire Fund #656001010 Months: 01 To: 07

Expenditures	Amt Budgeted	Expenditures	Remaining	
520 Fire Control				
522 20 10 000-0 FF/EMT (40%)	2,951,949.00	1,713,739.51	1,238,209.49	41.9%
522 20 10 019-0 OVERTIME (40%)	531,592.00	291,486.70	240,105.30	45.2%
220 Suppression	3,483,541.00	2,005,226.21	1,478,314.79	42.4%
520 Fire Control	3,483,541.00	2,005,226.21	1,478,314.79	42.4%
Fund Expenditures:	3,483,541.00	2,005,226.21	1,478,314.79	42.4%
Fund Excess/(Deficit):	(3,483,541.00)	(2,005,226.21)		

EMS - 2026 BUDGET POSITION

Jefferson Co FPD No. 1

Time: 10:10:50 Date: 08/06/2026

Page: 1

101 EMS Fund #657001100			Months: 01 To: 07	
Revenues	Amt Budgeted	Revenues	Remaining	
300 Revenue	6,338,167.00	4,330,554.77	2,007,612.23	31.7%
Fund Revenues:	6,338,167.00	4,330,554.77	2,007,612.23	31.7%
Expenditures	Amt Budgeted	Expenditures	Remaining	
272 EMS Operations	7,675,740.00	4,350,171.67	3,325,568.33	43.3%
274 EMS Training	86,105.00	26,551.25	59,553.75	69.2%
276 EMS Maintenance	0.00	28,938.64	(28,938.64)	0.0%
520 Fire Control	7,761,845.00	4,405,661.56	3,356,183.44	43.2%
590 Debt, Capital, LT Lease & Transfr	229,382.00	110,821.63	118,560.37	51.7%
Fund Expenditures:	7,991,227.00	4,516,483.19	3,474,743.81	43.5%
Fund Excess/(Deficit):	(1,653,060.00)	(185,928.42)		

EMS OT Summary Report

Jefferson Co FPD No. 1

Time: 10:11:18 Date: 08/06/2026

Page: 1

101 EMS Fund #657001100

Months: 01 To: 07

Expenditures	Amt Budgeted	Expenditures	Remaining	
520 Fire Control				
522 72 10 000-1 FF/EMT (60%)	4,427,923.00	2,570,613.81	1,857,309.19	41.9%
522 72 10 019-1 OVERTIME (60%)	797,388.00	437,230.54	360,157.46	45.2%
272 EMS Operations	5,225,311.00	3,007,844.35	2,217,466.65	42.4%
520 Fire Control	5,225,311.00	3,007,844.35	2,217,466.65	42.4%
Fund Expenditures:	5,225,311.00	3,007,844.35	2,217,466.65	42.4%
Fund Excess/(Deficit):	(5,225,311.00)	(3,007,844.35)		



**East Jefferson Fire Rescue
Board of Commissioners Meeting
August 18, 2026
Mid-Year Budget Review**

In November 2025, the Board of Commissioners adopted a deficit budget for calendar year 2026 that includes using over \$1.36 million in fund balance. The Financial Reports are presented to the Board of Commissioners each month to provide updates. The Mid-Year Budget Review allows the Board and staff the opportunity to compare budget expectations with fiscal reality. It is a critical element in maintaining a financially stable course and provides information on how revenues and expenditures are tracking. The review also provides the District needed course corrections or opportunities, and shape the development of the 2027 Budget.

PROCESS

- Analytical review of revenue and expenditure accounts for reasonableness
- The review process involved Program Leads, Battalion Chiefs, and administrative staff
- Battalion Chiefs reviewed the status of budgets with Program Leads
- Fire Chief, Finance Director, and District Secretary met with each Battalion Chief and Administrative Program Leads to discuss the following areas:
 - Revenues & central admin expenditure accounts
 - DC MacDonald – A Shift
 - BC Clouse - B Shift, facilities
 - BC Fletcher – C Shift, vehicles
 - Capt. Bergen – Training. FIT, Volunteers
 - MSO Ridgway – EMS operations
 - CRM Wittenberg – CRR
- We will continue to improve this new process over the years.

FINANCIAL SUMMARY

- Refer to the following 2026 Mid-Year Summary Report. This report is at a high level and agrees to the summary Budget Position reports shared with the commissioners in the July meeting.
- Operating spend is tracking on pace with the budget. The lower overall spending percentage reflects capital purchases and fund transfers scheduled for the second half of the year, consistent with the original budget plan — not a change in spending pace. Several accounts worth noting below.
- **Revenues.** FIRE/EMS Property Tax revenues are trending as expected. Transport Fees are higher than expected partly because the annual budget was reduced by \$300k due to the lapse of Medicare Add-On. The US Congress has since reinstated it. In addition, we received \$412k for FY25 GEMT Interim Settlement contributing to the material favorable revenues variance in the EMS fund. Interest earnings are benefiting from an interest rate that is stabilizing as well as a higher fund balances.
- **Salaries & Benefits** is at 50% spent. OT is at 43% , underspending prior year primarily because of the additional paramedics that went on rotation in the middle of 2025. We will monitor OT due to summer vacations and Family Medical Leave.

- **Operating Expenditures.**
 - Several account invoices are paid annually or prepaid quarterly which skews remaining percent. For example, the Stryker equipment lease (\$229k annual) has a \$190k balance not paid until October, while the \$337k JeffCom dispatch fee is paid annually in June. Upon review, these accounts are on schedule.
 - Election cost is 127% of budget primarily because the invoice for the Nov 2025 election was paid this year.
 - Fuel expenditure is showing a favorable variance. However, upon researching, the Jefferson County Transit Authority is delayed in invoicing EJFR due to a vacant position. We expect to receive and pay the missing invoices in the latter part of the year.
- **Capital Spend.** The new ambulance was received in Feb 2026. Station 2 temporary building delayed by permitting and completed in May 2026.
- **Debt & Transfers.** The budget for the debt service of the \$2.5M COP, 2026 Series B is \$273,858. This represents a conservative assumption that the debt closed in Feb 2026 and using a 4% interest rate. Since the debt closed on June 24, 2026 with a 2.90% interest rate, actual debt service will only be \$59,197 resulting in \$214,661 favorable variance for 2026.
- **Items not budgeted.** To date, there are approximately over \$264,000 of expenditure items that affect fund balance which are not included in the original approved budget. For example: \$91,461 two utility vehicles; \$87,363 DC recruiting and buyout; \$24,000 portable radios; \$15,000 for STA 2 air compressor and line project; \$18,000 UW Leaders Program (6 personnel).

There will be sufficient favorable variances in various areas to more than offset these items.

OPPORTUNITIES & 2027 BUDGET DEVELOPMENT

- \$100,000 of Sta 2 (new building), 6 and 8 facility projects allocated to EMS fund. This utilizes the part of the funds designated by the BOC in Dec 2025.
- Training program to send several volunteers to the fall FIRE Academy.
- BC Clouse may present a proposal to build a storage structure next to the Station 2 training tower to store materials. Work expected to be performed in 2026.
- Integrating the CIP-Facility process with 2027 budget development. For example, quotes are being gathered for the flooring and gutter replacement in Station 2.

STATE AND FEDERAL BUDGET IMPACTS

With H.R.1 (One Big Beautiful Bill Act, 2025), we are monitoring how Washington State implements resulting changes, which may affect Medicaid reimbursement, GEMT funding, and uncompensated care costs statewide.

GEMT payment timing: HCA has confirmed that effective July 1, 2027, GEMT interim billing (procedure code A0999) will be removed from ProviderOne. Transports occurring between 7/1/27 and 6/30/28 will not generate payment until the annual settlement, expected in early 2029 — creating a projected cash flow gap in calendar year 2028, not a reduction in total GEMT revenue.

CMS-2449-P (proposed federal rule): CMS has proposed capping GEMT supplemental payments at Medicare Ambulance Fee Schedule rates, no earlier than rating periods beginning January 1, 2029. The rule is not final; comment period closed July 21, 2026. If adopted as proposed, this would be a reduction in GEMT revenue, not just a timing shift. We are monitoring for finalization.

2026 Mid-Year Summary

Jefferson Co FPD No. 1

Months: 01 To: 06

Time: 12:50:01 Date: 08/07/2026

Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 Fire Fund #656001010	13,754,654.00	8,812,423.40	64.1%	13,463,436.00	5,256,120.46	39%
003 FIRE CAPITAL FUND 656001042	408,834.00	27,577.73	6.7%	325,862.00	0.00	0%
004 EMS CAPITAL FUND 657001110	351,575.00	24,265.47	6.9%	0.00	0.00	0%
005 RESERVE	40,800.00	18,725.95	45.9%	0.00	0.00	0%
101 EMS Fund #657001100	6,338,167.00	4,050,552.55	63.9%	7,991,227.00	3,688,864.05	46%
219 LTGO BOND 2019 FUND	349,908.00	22,453.75	6.4%	349,908.00	22,453.75	6%
220 WA STATE LOCAL PRGM COP	325,863.00	42,405.57	13.0%	325,863.00	42,405.57	13%
	21,569,801.00	12,998,404.42	60.3%	22,456,296.00	9,009,843.83	40.1%

Date Prepared: 8/9/26

Subject: *Human Resource Report*

Prepared By: *Emily Stewart*

Meetings & Training:	• 7/7 HR Mtg • 7/10 Specialty Pay Mtg • 7/23 Fiscal Sustainability • 7/24 Mid-year budget review • 7/28 Decision Point Mtg • 7/29 Q2 Safety Mtg • 7/30 M&C
Human Resources	Volunteers • 7/30 Training Mtg • 7/31 New Admin Volunteer Orientation PC Classes • Off for summer QTR – no BAS classes offered Policy/SOG/JD • Return to Work • FF/EMT & FF/PM updates
Presentations / Tours/Other/Misc	Policy/SOG/JD • 7/15 Station Tour • 7/16 Exit Interview

EJFR Staff and Volunteers, July 2026

8/26	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
		3-	
FF	7-Cordova	G.Williams	4-Kaldahl
FF	5-B.Grimm	6-Fairbanks	6-Richter
		8-P.	
FF	7-Sviridovich	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		Bentzen
FF			
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
DAWSON	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: 8/11/26**Subject:** *Executive Assistant/District Secretary Report***Prepared By:** *Tanya Cray*

Meetings & Events:	• 7/10 Specialty Pay Mtg • 7/13 Mid-Year Budget Review • 7/13 Agenda Prep Mtg • 7/15 Mid-Year Budget Review • 7/21 Reg BOC Mtg • 7/22 Mid-Year Budget Review • 7/23 Special BOC Mtg • 7/24 Mid-Year Budget Review • 7/27 Mid-Year Budget Review • 7/30 Meet & Confer
Ongoing Projects/Notable Items	• PL Voice Submission • Board Meeting packet preparation. • Documents Purge at Station 7 • GovDeals posting/selling surplus • For July we sold \$3,355.00 of Surplus items • Board Registrations and Travel • Organize Retirement Party
Ready Rebound Summary of Usage Past 12 Months	• Number of Cases: 5 Off Duty, 4 Courtesy (Family) • Open Cases: 1 Off Duty, 1 Courtesy • Appointments Scheduled: 5 Initial, 2 Imaging • Days Saved by Appointments: 61 Initial, 23 Imaging *As a reminder to all members, Ready Rebound isn't only for employees. Family Members, Commissioners and Retirees all can utilize this program.

Date: 8/10/2026

Subject: *Battalion Chief 11 Report*

Prepared By: *Chris Kauzlarich*

BC 11 Administrative Meetings	• Daily Shift meetings • Once per tour visit to all stations for crew contact and assistance • JeffCom User Group Meeting • Radio Communications
BC 11 911 Responses	• "A" Shift Responses 134 • BC11 responded to 10 incidents in the last month • 3 MVA • 2 CPRs
Continuing Education/ Training	• A-Shift training 216.5 hours completed • EMS connect • Ongoing Shift level training and scheduling
Administrative duties	• Shift based training oversight and compliance • Staffing and Callbacks • First Due testing • Response Plans (MacDonald)
Planning and ongoing projects	• Cross staffing and crewforce (Lt. Kauzlarich/MacD) • Response Plans and Station Assignments (Kauz/MacD) • EJFR Tender Response • ESO/NERIS Updates • Installed updated radios Tender 4 and 6

Program Budgets Update	Program Budget	BARS	Amount	Spent	Remaining
	Radios (Kauz)	522 20 42 0100	\$68,861.00	\$40,121.88	28,739.12
	SCBA (B. Grimm)	522 20 31 0300	\$55,300.00	\$34,340.37	\$20,959.63
	Wildland (Sanders)	522 20 35 0650	\$19,384.00	\$3,522.37	\$15,861.63
	Small Tools (Secondez)	522 20 35 0100	\$18,512.00	\$17,948.27	\$563.73

Date: August 4th, 2026

Subject: BC-12 Report

Prepared By: Justin Clouse

BC Administrative Meetings	• 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
BC 911 Responses	• Responded to 20 incidents in July. • Established or assumed command of 11 of those incidents. • Was on Vacation for 2 rotations in July.
Continuing Education/ Training	• Daily Shift level training • EMS Connect • Base Station • Create & Teach Volunteer Tender Drill • Acting Battalion Chief Manual with 1 prospective Acting BC • TCO Kitsap FFI IFSAC test. • TCO Kitsap HMA/HMO IFSAC test.
Administrative duties	• Shift based training oversight and compliance • Staffing and callback • Run Shift Training reports • ESO report review • Facility Maintenance program oversight • Driving policy update
Planning and ongoing projects	• Training Committee • IFSAC Testing Technical Advisory Committee • EVIP Policy review and updating • Facility maintenance planning • Station 2 Storage building project

Personal Protective Equipment	Employees fitted, gear ordered and slowly coming in. Budget proposal for 2027.
Technical Rescue	Budget proposal for 2027
Wellness Program	Wellness exams completed. Budget request for 2027.
Facilities Maintenance	- Station 1- AT&T project, Quotes for next year. - Station 2- Storage building caulking and painting. Quotes. Airline replacement. - Station 4- Nothing. - Station 5- Review for Power backup for quarters and septic. - Station 6- Nothing. - Station 7- Nothing. - Station 8- Nothing - Station 9- Nothing. - Admin- Construction of Chief's office.

Program Budget	BARS	Amount	Spent	Remaining
Wellness (Gregory)	522 20 41 0600	\$3,000.00	\$415.00	\$2,585.00
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	\$280.00	\$13,720.00
Hose & Appliances (Kinney)	522 20 35 0100	\$33,000.00	\$31,175.48	\$ 1,824.52
FF PPE (Lueders)	522 20 20 0609	\$150,822	\$90,695.39	\$60,126.61
Special Ops Rope (White)	522 20 35 0500	\$12,597.00	\$9,505.42	\$ 3,061.58
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: 8/2/2026**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 • Engine Final Inspection at Spartan in South Dakota 7/6-7/9 • Apparatus fleet replacement meeting • Budget mid-year review • BOC Meeting
BC 13 911 Responses	• Responded to 20 incidents in July- none of any significance
Continuing Education/ Training	• Shift level training (C Shift completed 209.5 hours of training)
Administrative Duties	• Callbacks for all staffing needs • Scheduling maintenance, repairs and new apparatus builds • Traveled to South Dakota for a final inspection of our new engines • Created lists and descriptions for items listed on GovDeals
Shift Programs	• See Apparatus Report

Program	Program Manager	Budget	Spent	Remaining
Marine Program	Dalrymple	\$36,030.00	\$7,818.45	\$28,211.55
Apparatus Maintenance	Fletcher	\$260,453.00	\$101,201.85	\$159,251.15
Ladders	Parker	\$500.00	\$-	\$500.00

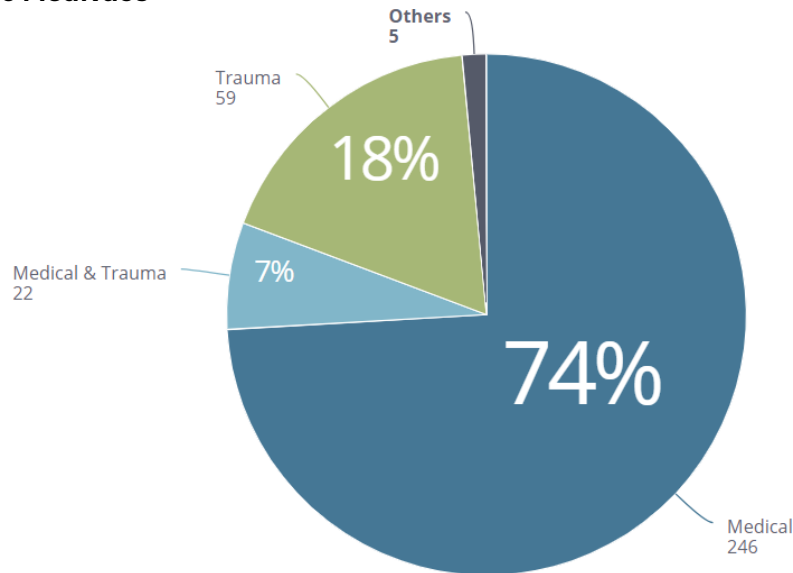
July MSO BOC Report

August 1, 2026

Submitted by: Tammy Ridgway

EMS Calls

- 329 Patient Care Reports
- 3 Cardiac Arrests 1 with ROSC
- 1 STEMI no TNKase administered
- 6 Medivacs



Monthly Overview

- **Leave at home naloxone:** 3 leave at home kits were handed out.
- **CPR:** Tala Shore CPR class with 11 people, Public CPR with 17 students
- **Meeting Highlights:** Resuscitation Academy, mid year budget review, OCH/CARES meeting, OB community potential drill meeting, crew debrief after significant call, crew meeting regarding Cordovas return to work
- **EMS Training:** EMS Connect, Ultrasound Training, EMS Connect,
- **Other:** Attended Medic One graduation for Cordova



<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	\$2,347.20	\$30,290.29
EMS Supplies	522 72 31 010-1	\$92,575.00	\$1,330.00	\$34,976.78
EMS Equipment	522 72 35010-1	\$99,575.00	\$ 678.31	\$76,680.91
CPR Training Supplies	522 74 45 010-1	\$4,000		
EMS Training/Conferences	522 74 45 020-1	\$20,000.00		\$19,289.00
Required EMS Training	522 74 45 040-1	\$12,500.00	\$608.82	\$7,947.51
DOH EMS Participation Grant	344 04 90 005-1	\$778.00	\$54.46	

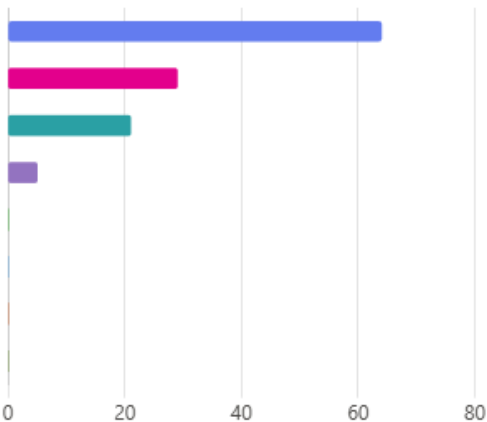
3. Gender

Female	53
Male	66
Prefer not to say	0



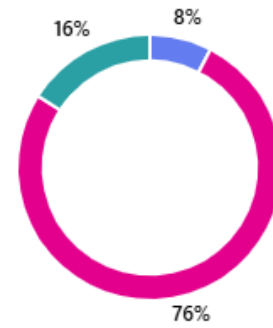
4. JURISDICTION OF RESIDENCE

PORT TOWNSEND	64
PORT HADLOCK	29
PORT LUDLOW	21
CHIMACUM	5
QUILCENE	0
BRINNON	0
NORDLAND	0
Other	0



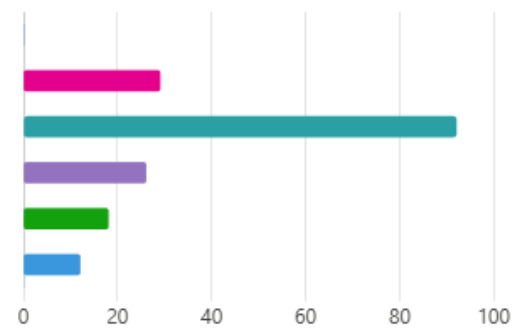
6. CONTACT TYPE

● INITIAL CONTACT	9
● FOLLOW UP CONTACT	91
● UNABLE TO CONTACT	19



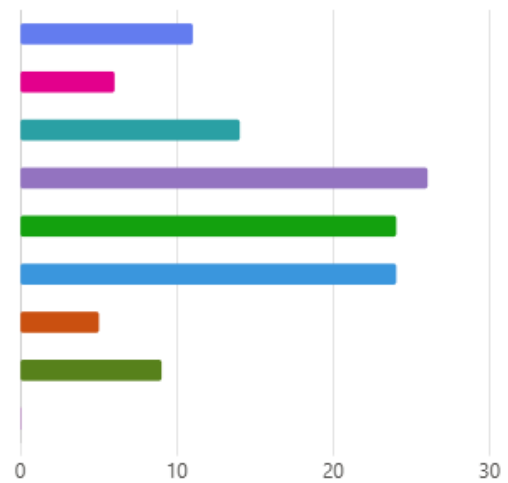
7. DEMOGRAPHICS

● YOUTH (UNDER 18)	0
● ADULT (18-64)	29
● SENIOR (OVER 65)	92
● VETERAN	26
● HOMELESS AND UNSHELTERED	18
● HOMELESS AND SHELTERED	12



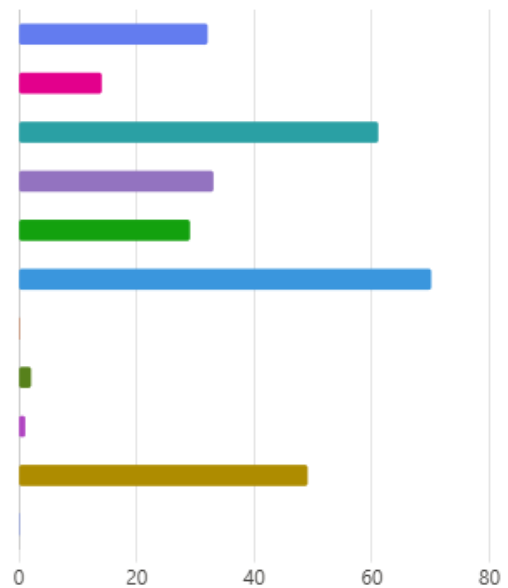
8. PRIMARY REASON FOR REFERRAL

MH	11
SUD	6
GENERAL ASSISTANCE	14
HOMELESS	26
FAILURE TO THRIVE	24
MEDICAL	24
FREQUENT FIRE CONTACT	5
FALLS	9
Other	0



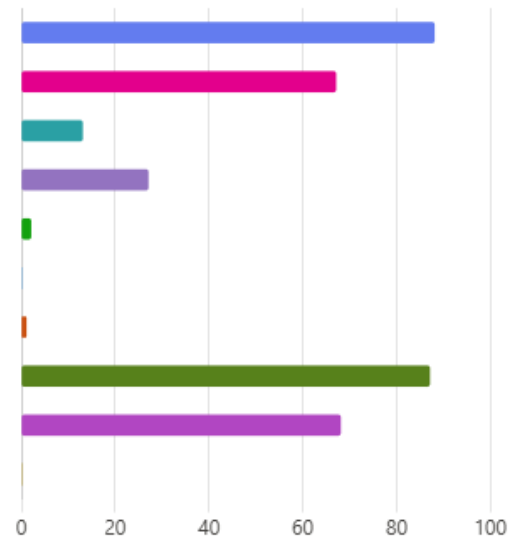
9. RISK FACTORS

MENTAL HEALTH ISSUES	32
SUD ISSUES	14
HOSPITALIZATION IN LAST 12 MONTHS	61
FALLS	33
UNSAFE LIVING CONDITIONS	29
HOME HEALTH NEEDS	70
SUICIDE IDEATION OR ATTEMPT LAST 30 DAYS	0
OD LAST 30 DAYS	2
RISK OF DV	1
COGNITIVE DECLINE	49
Other	0



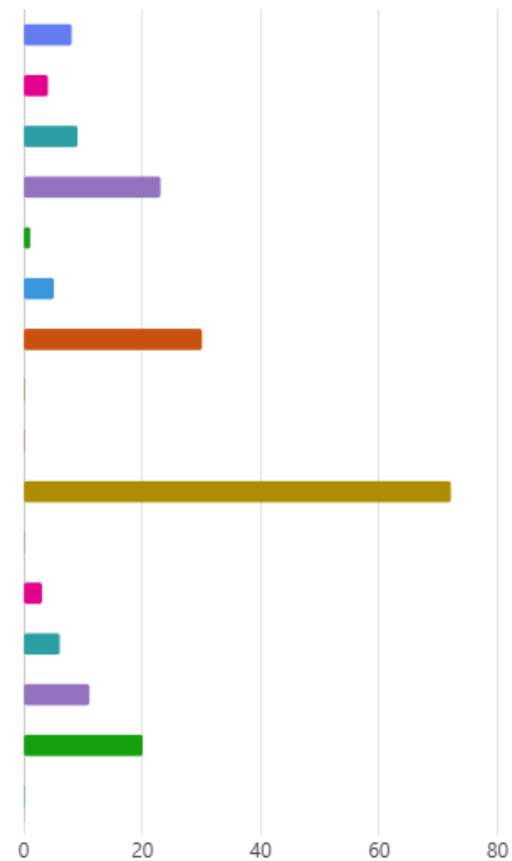
10. SELECT ALL THAT APPLY TO THIS CONTACT

HOME VISIT	88
PHONE CONTACT	67
PROVIDED TRANSPORTATION	13
WORKED WITH FAMILY OR CAREGIVER	27
INSURANCE SIGN UP	2
RELIEVED CREW	0
HOSPITAL DIVERSION	1
CASE MANAGEMENT	87
COLLATERAL INFORMATION	68
Other	0

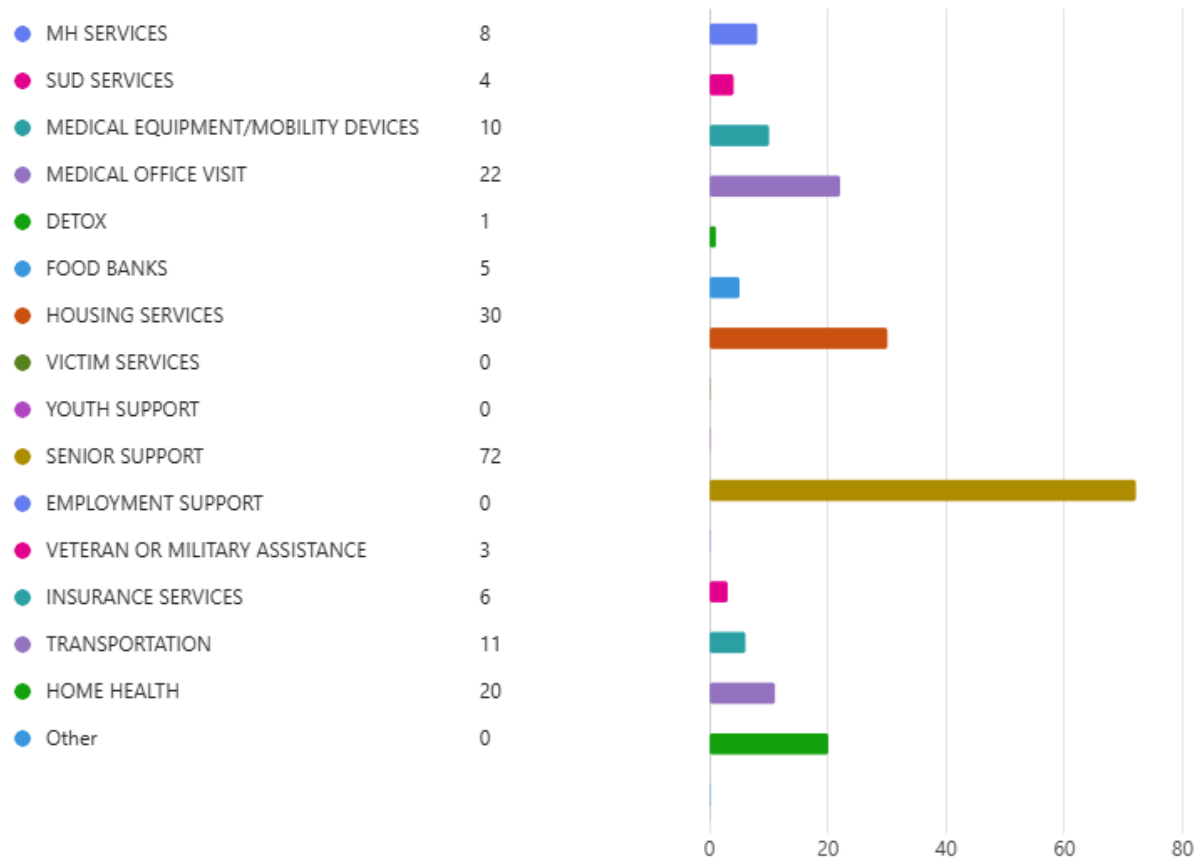


11. REFERRALS MADE TODAY

MH SERVICES	8
SUD SERVICES	4
MEDICAL EQUIPMENT/MOBILITY DEVICES	9
MEDICAL OFFICE VISIT	23
DETOX	1
FOOD BANKS	5
HOUSING SERVICES	30
VICTIM SERVICES	0
YOUTH SUPPORT	0
SENIOR SUPPORT	72
EMPLOYMENT SUPPORT	0
VETERAN OR MILITARY ASSISTANCE	3
INSURANCE SERVICES	6
TRANSPORTATION	11
HOME HEALTH	20
Other	0



12. CONNECTIONS MADE TODAY



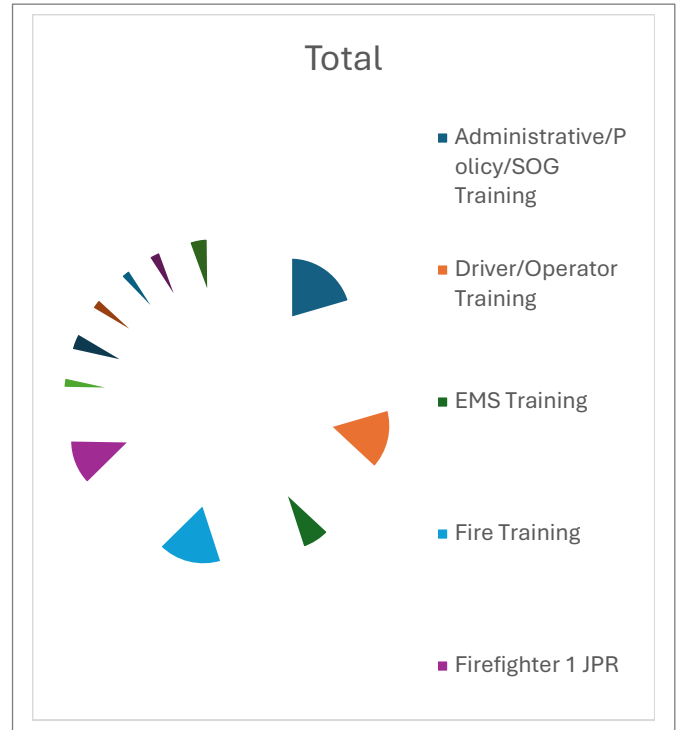
July Training Captain Report
August 7th, 2026
Submitted by: Captain Trevor Bergen

Overview Training Hours:

- **July total hours: 994.60 Hours**
- **Total Hours for 2026: 10,723.6 Hours**
- **3rd Quarter Training Hours: 1,193.8 Hours**
- **2026 WSRB Training Hours: 6,080 Hours**

Overview:

- **Mid-year Budget Review-** Had Mid-year budget review and took a deep look at budget. Although overspent on one line after reviewing transactions it appears to be mislabeled.
- **Finished MCO from 2nd Quarter-** Due to a vacation and sickness at the end of the quarter we had a make-up day. Completing MCO's for all three shifts from the second quarter.
- **2027 Budget process-** Started the 2027 budget process with starting to plan and request information for next years budget. The process is coming together in preparation of budget meetings starting soon.
- **Upcoming Schedule-October 6-8-** NASBLA Operator class, **12-15 PNW Conference**
November/December- 2026 Chief Stanton Cooke



TRAINING SUPPLIES	522 45 31 020-0	\$2,087	\$2,976
TRAINING EQUIPMENT ST/ME	522 45 35 010-0	\$22,000	\$2,726
TRAINING TOWER REPAIRS/MAIN FROM MEMBER FEES	522 45 40 002-0	\$14,000	
TRAINING REGISTRATIONS CAREER (CONFERENCES)	522 45 40 010-0	\$10,000	
KCFTA FIRE ACADEMY - FIT's	OT-Training	\$50,000	
TRAINING CLASSES - CAREER	522 45 40 050-0	\$50,000	\$16,093
TRAINING REGISTRATIONS - VOLUNTEER	522 45 40 060-0	\$1,950	\$1,043
TRAINING DUES, SUBSCRIPT/MEMBERSHIP	522 45 49 010-0	\$21,500	\$1,175
MISCELLANEOUS	522 45 49 020-0	1,500	\$65
VOL EMT TRAINING	522 74 45 025-0	\$10,000	\$776



Driftwood Fire at Hood Canal Bridge



Fast Moving Grassfire on Indian Island



Rope Drill with B shift.



Marine response to Brush fire

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	\$2,166,658	Delivered Aug 4 '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	\$2,911,685	

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.
- Completed a Mid-Inspection on June 8th where several small changes were made, and other details were clarified with the manufacturer prior to work being completed incorrectly.
- Final Inspection was completed on July 7/8. A change order list was created that included approximately 40 items per vehicle, most of the changes were needed on both vehicles. Most of the change order items were “Fit and Finish” details. There were a few moderate changes that needed to be changed. A few of these items were things that we found didn’t work given what we had specified. Total change order cost was approx. \$1,200 per engine. Thank you to FF Kinney, FF Richter and LT Morris for taking their time away from their families to travel to South Dakota and spending approx. 16 hours of meticulous time going through the entire line-item spec on the new engines.
- **Update-** Engines were inspected by NKFR and brought home on Aug 4th. Work now begins on finalization of compartment layout and mounting equipment. Training on engines are expected in September.
- **New-** See attachment regarding new engine placement

▪ 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 an 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 us the most accurate cost of build and for Fouts to develop an accurate written and drawn spec.
- A contract was signed with True North and Fouts Fire on 5/21/26
- On 5/26 True North followed up on a question that was asked several times regarding weight of the unit overall. They submitted to us a weight slip for a completed unit with water in it. The weight on the rear axle was 23,940lbs. WSDOT in RCW 46.44.190 states that a single axle can weigh no more than 24,000lbs without requesting an exemption from WSDOT. We had informed the dealer several times that we would not be signing an exemption for this apparatus and after they reviewed the RCW they stated they had a misunderstanding of how the law read. They owned up to the mistake, and three potential options were discussed. 1) Void the contract and then EJFR begins a new search for a vehicle that would meet our needs. 2) Request an exemption for the vehicle that we have spec'd. 3) Decrease the amount of water on the vehicle through the build process to get us to a weight that would not exceed the weight limits as specified by the RCW with the vehicle fully outfitted. Currently we are investigating further into the issue and have identified issues with each option.
- After talking with members of the department and researching equipment weights it has determined that our best course of action is to reduce the capacity of water in the unit from 2,000 gallons to 1,500 gallons. True North and Fouts are working through the redesign of that change and will report back when finished.

■ Utility Vehicles

- BOC approved the purchase of two new utility vehicles during July 23rd special meeting for the cost not to exceed \$91,460.97 to include vehicles and equipment needed.

- Vehicles were ordered on 7/24/26 for the cost of \$72,683.81 through DES contract through Bud Clary Ford. *Orders for that vehicle closed early morning on 7/25/26
- Bud Clary Ford expects vehicles to be delivered sometime in November, but timeline is loose.
- Additional Items
 - While researching the weight issue with the new engine/tender build it was discovered that EJFR's current ladder truck is overweight per the same RCW 46.44.190, which states that the weight on a tandem axle can be no more than 43,000lbs. Our ladder weighs close to 49,000lbs. An exemption was submitted to WSDOT and granted to us. With the exemption WSDOT sent a list of maximum load limits of bridges in the area and we have identified several bridges that we will no longer be able to traverse with the given weight of our ladder. A plan has been developed with the Chiefs, and we are awaiting additional information.
 - A spec for an ambulance remount has been submitted to us from Braun NW and we are waiting on members to complete further review of the spec before submitting it back to Braun for pricing.

Summary

Two new engines are being placed into service. Two of the current engines — EJ090 (Station 1) and EJ600 (Station 8) — are the oldest and least standardized units in the fleet and will move to reserve status, remaining available for use but no longer assigned as a station's primary unit. Based on twelve months of mileage data and fleet standardization, the recommended placement sends the new engines to Station 1 and Station 2, with Station 8 receiving EJ232 as a hand-me-down and Station 6 and Station 7 continuing to run their current, newer units.

12-Month Mileage & Fleet Data

Station / Unit	Model Year	Incidents 2025	Miles	Miles (12 mo.)	Status	Notes
Station 1 (EJ090)	2010	333	67,925	2,007	1 st Reserve	moves to reserve
Station 2 (EJ232)	2012	316	99,548	2,274	In service	Highest mileage of the three matched units
Station 6 (EJ877)	2013	279	63,435	2,264	In service	Newest of the three matched units
Station 7 (EJ231)	2012	124	73,487	927	In service	no change needed
Station 8 (EJ600)	2000	104	38,542	1,595	2 nd Reserve	Oldest overall; moves to 2 nd reserve

Recommended Placement

Station	Assignment	Rationale
Station 1	New Engine	Current unit (EJ090) is the oldest of the first out and is moving to reserve regardless. Station 1 is the public-facing house, and the new engine works alongside the ladder and both medic units on structure calls, where reliability has a compounding effect on the other apparatus responding with it.
Station 2	New Engine	Of the three matched engines (232/877/231), EJ232 is the oldest by model year and carries the highest mileage. Station 2 also supports the drill tower, and training use adds wear beyond what call volume alone shows.
Station 6	No Change	EJ877 is the newest of the three matched engines despite the 2nd-highest mileage and heaviest call volume of the matched engines. This is a sequencing decision, not a pass-over — Station 6 is first in line for the next replacement cycle.
Station 7	No Change	EJ231 has the lowest mileage of the updated engines and runs the second fewest calls in the district.

Station	Assignment	Rationale
Station 8	232	Station 8 runs the fewest calls in the district, so any newer unit is an improvement over EJ600 (2000). EJ600 moves to reserve, 232 becomes Station 8's primary engine. See monitoring note below — Station 8's first-due area includes Hwy 104, the district's fastest roadway, which affects the type of calls this engine will see even at lower volume.

Station 8 Monitoring Note

Station 8 has the lowest call volume in the district, which is the basis for receiving a hand-me-down rather than a new engine — any newer unit is an improvement there. That said, two things are worth tracking rather than assuming away. First, Station 8 logged 1,595 miles over the last 12 months — more than Station 7 (927 miles) despite Station 7 keeping a newer unit. Second, Station 8's first-due area covers Hwy 104, the fastest roadway in the district; the calls they do run tend to be more severe highway incidents rather than routine lower-speed responses. Moving EJ232 to Station 8 will be a significant increase in compartment space over EJ600 and can better accommodate the equipment needed for high vehicle motor vehicle accidents. Because Station 8 will likely hold its hand-me-down engine longer than the other reassignments in this plan, its mileage and mechanical condition should be reviewed at each future replacement cycle rather than assumed to be low-priority by default.

Standardization Through the District

Placing the new engines at Stations 1 and 2 does more than address age and mileage — it standardizes the rest of the district. With EJ232 reassigned to Station 8; Stations 6, 7, and 8 will all run identical apparatus, with matching specifications and the same layout for gear and equipment across all three units. That consistency matters operationally: crews moving between those stations, or responding mutual-aid to one another, already know where everything is on the rig. It also sets up a cleaner path for the next replacement cycle — when Station 6 is next in line, EJ877 can move down the line to the next station rather than jumping straight to reserve, keeping the standardization intact as the fleet turns over. Station 1 and Station 2 are also the more practical location for the new engines from a training standpoint: Station 2 sits at the drill tower, so the new engines' features can be worked directly into training evolutions from day one.

Movements of Reserve Engines.

Engine	Identifier	Model Year	Miles	Status
Spartan	EJ090	2010	67,925	Reserve- St. 2 for training
Sutphen	EJ837	1988	109,377	To be Sold
Pierce	EJ600	2000	38,542	Reserve- St. 4

The Sutphen (EJ837) engine will be sold and is the only unit currently leaving the fleet. EJ090 will be reassigned to Station 2 as a reserve engine, based there so it's available for drills without pulling a front-line engine from other stations in the district. EJ600 will be reassigned to Station 4, where it will also serve as a full reserve engine.



DIRECTOR'S REPORT

July 23, 2026

❖ Projects:

- Jeffcom and Pencom continue jointly investigating **cloud-based CAD** systems in hopes of replacing onsite equipment with hosted solutions. Jeffcom's preference is for each agency to issue an RFP based on the details we gained from the RFI responses and subsequent demos. IT has scheduled the first demos for July 30th and encourages all member agencies to send staff to observe and comment.
- 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. The problems with the first demo system have led IT to look at two alternatives, which are being investigated and may be tested.
- 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. However, **IT staff implemented another option** demonstrated by Snohomish County during a statewide degradation in 911 service that occurred on June 15: We are now able to redirect our 911 calls to our 10-digit number as an emergency measure. Because our 10-digit calls are delivered via VoIP, IT can route them to Jeffcom over any available internet connection. This is not a perfect substitute for delivering native 911 calls over the ESINet via redundant internet connections because 10-digit calls are delivered without ANI/ALI information, but our over-the-top information systems provide alternate sources of location data from mobile phones. Therefore we have a relatively workable backup solution if we were again to lose both fiber ESINet connections (as occurred two years ago) and would in such case be able to deliver calls to Jeffcom rather than diverting them to Pencom or another PSAP.
- **Maynard Tower leasing:** The NOAA lease agreement to add a weather-radio transmitter to the tower has been executed. We expect them to start construction this summer. Rich did the work to accommodate their equipment by relocating existing equipment within our shelter.
- **Port Townsend Tower leasing:** The AT&T site is online. Its connection to fiber-optic backhaul and the addition of antennas for the third wireless band remain



to be completed. AT&T's application for a permanent building permit was reviewed by Jeffcom and EJFR and is being submitted to the city.

- Jeffcom has placed an order for **updated emergency medical dispatching** guidebooks from APCO. Pencom has chosen to focus on revisions to the formerly licensed guidance from King County EMS for the immediate future in lieu of moving to APCO's system. Jeffcom will accomplish the move on its own using APCO online training instead of relying on Pencom for a local trainer. The licensing agreement is through our legal review and is pending APCO's review of our requested changes. Next steps will include working with the EMS Council, including its medical program director and all fire districts, to make local revisions to the APCO boilerplate; six-week self-paced remote classes for existing communications staff; a four-day live remote class for any newly hired communications officer; and renewed CPR certifications for all communications staff. We expect the implementation process to take several months. First-year cost will be \$8330, consisting almost entirely of class tuition, plus CPR certifications. Ongoing cost will be \$900 per year for the subscription to the system.

❖ **Budgetary Items:**

- The BOCC approved and signed the 2026-27 grant agreement for our basic-service and coordinator-training funding, which total \$399,422, with the State E911 Coordination Office. This agreement is between SECO and Jefferson County with the funds dispersed to Jeffcom for 911 call handling. The contract has been returned to SECO for final execution.
- **Current staffing** remains at ten full-time, fully trained communications staff including one supervisor plus three part-time communications officers filling some shifts.
- **Recruiting:** The top candidate from early-June interviews is in the final testing process. Three other candidates are on our list for future openings, and applications are received every month.
- We continue to treat the **third shift** (1000-2000) as minimum staffing that must be filled on overtime Monday through Saturday from May 1 through the busy summer season, though it is filled most days by the communications supervisor and/or communications officer assigned to law-enforcement records.
- **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 transition to Pencom records will likely occur in mid or late July. A senior communications officer continues working primarily on records as long as Jeffcom has that responsibility, working a weekday 4/10

schedule to cover more of the operating days of the court system. IT staff implemented a secure method for scanning documents to our CAD workstations, so we have been able to begin moving toward the electronic-only filing system proposed for the Pencom transition.

❖ **Staffing, Health, Recognition:**

- **June communications-staff overtime** was 284.25 hours among ten fulltime communications staff, including 8 hours of scheduled overtime every second week for those working 12-hour shifts (May's was 259; April's 294.75; March's 226.25).
- **Found Therapy** Services continued sit-in appointments with all shifts.
- **Employee recognition** this month included commendations for the following:
 - ◆ CO Ellis for remarkable work controlling Fire Primary during the July 7 Towne Point structure fire and overlapping ALS calls within that district.
 - ◆ The entire four-person day and afternoon shifts on July 7 for handling extreme 911-call volume and busy radio law and fire channels.
 - ◆ CO Sturhan and CO Cooper for their handling of the fatality traffic collision in Discovery Bay on July 12, including Cooper's efforts to obtain information from the scene and Sturhan's to locate additional units for dispatch to upgrade the incident.

❖ **External Relationships:**

- Before the April 23 board meeting was called to order, a user under the name "Public Notetaker" joined the call. I understood that username as being associated with an AI bot, commonly called "[something] Notetaker" when they automatically join meetings. Because all other attendees online were Jeffcom employees and Jeffcom board members, **I removed what I incorrectly believed to be that AI bot from the meeting**, intending to prevent whichever Jeffcom employee or board member with which it was associated from creating a public record based on AI summarization that would need to be maintained and subject to PRA requests.

Name	First join	Last leave	In-meeting ...	Role
 Steve Craig (External) scraig@ejfr.org	08:47	10:14	1h 26m 51s	Presenter
 Public Notetaker (Unverified)	08:54	08:55	25s	Presenter

During the BOCC meeting on July 13, a member of the public stated that he had been removed from virtual attendance at the start of a recent Jeffcom meeting. I contacted that individual by email to track down the issue and learned that "Public Notetaker" was that member of the public, not an AI bot associated with

a Jeffcom employee or board member. In a recording furnished by that individual of that period before our recording starts, I can be heard mentioning that username, which I recall was part of my asking whether anyone claimed an AI bot by that name. In the future, the removal of any AI attendee can be performed only if it can be affirmatively verified that the AI attendee belongs to a Jeffcom employee or board member and would thus create a public record if allowed to summarize the meeting.

I reviewed the meeting recordings and attendance logs maintained by Teams for the first six months of 2026 and found no other such errors. A member of the public virtually attended the June meeting without known complaint (this Commissioner Brotherton noticed and mentioned during the meeting to ensure the person successfully joined), and an anonymous user attended the March meeting without known issues.

- A **User Group** meeting was held July 14 and attended by representatives from both law agencies and half of the fire districts. We discussed a newfound problem in the maintenance of call-type priority settings and its impact on checking status of on-scene law and fire units and agreed on a plan to address it. Agencies noted corrections to some radio-programming issues and ongoing need for work on fire response plans. Jeffcom encouraged attendance at the CAD demo next week.
- State office continues preparation an RFP for **replacement call handling equipment** as a statewide system. IT is participating in the committee to develop requirements. Jeffcom's hope is to join the new system once it is available, timed for the scheduled 2027 replacement of our current phone system.

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

Agency	CFS count YTD	CFS count LYTD
EJFR	3102	3127
QFR	325	299
BFD	313	364
DBVFR	75	59
Fire Total	3815	3849
JCSO	7803	7866
PTPD	5196	4648
Law Total	12999	12514
Info only	1616	1412
Total	18430	17775

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

Pick-up Time	Call count YTD	Cum. % YTD	Standard
0-10 sec	9182	99.57	n/a
11-15 sec	38	99.88	90%
16-20 sec	9	99.98	95%
21-40 sec	2	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	9231		

- 911 Calls (including test calls)**

Metric	YTD
Average ring time	2.62 sec
Average hold time	1.23 sec
Average talk time	110.69 sec
Pencom rollovers answered	81
Rollovers to Pencom	1

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

Metric	YTD
Number of outgoing calls	4949
Number of incoming calls	10159
0-10 sec pick-up time	99.54%
Average ring time	2.94 sec
Average hold time	4.40 sec
Average talk time	99.14 sec

PROPOSAL

BOARD VISION, PURPOSE AND GOVERNANCE ALIGNMENT

Prepared for

East Jefferson Fire Rescue

Board of Commissioners

**A strategic engagement to strengthen shared purpose,
support the board-chief partnership, advance adopted priorities,
and develop EJFR's emerging leaders.**

Prepared by Silouan Green for Everon LLC

Speaker | Trainer | Leadership Facilitator

July 2026 • silouan.com

Purpose and Desired Outcomes

East Jefferson Fire Rescue has grown significantly in size, professionalism, and community standing. As the district continues to evolve, this engagement provides the Board of Commissioners with a focused opportunity to build upon that success by strengthening shared understanding of EJFR's established mission, values, adopted Strategic Plan, governance roles, and the Board's partnership with the Fire Chief and administrative leadership.

The process is designed to create greater clarity, consistency, and connection at the governance level. Through a review of EJFR's Strategic Plan and other background materials provided by the district, a tailored preparatory questionnaire, two focused virtual conversations, thoughtful preparation, and a one-day facilitated workshop, the Board will strengthen how it works together, clarify its partnership with the Fire Chief, and establish practical commitments that support sound decision-making, organizational stability, progress on adopted priorities, and continued public trust. The engagement also includes a separate two- to four-hour leadership development session for EJFR's emerging leaders.

PRIMARY OBJECTIVES

- Clarify the complementary roles of individual commissioners, the full Board, the Board Chair, and the Fire Chief.
- Create a constructive forum for commissioners to understand different perspectives and identify common ground.
- Strengthen communication practices, meeting effectiveness, and the Board's partnership with the Chief and staff.
- Develop practical agreements for decision-making, raising concerns, and working through future differences.
- Support leadership continuity, staff confidence, strategic progress, and the district's relationship with the community.

Recommended Engagement Process

1

Background Review and Preparatory Questionnaire

Before the Zoom conferences, review EJFR's current Strategic Plan and any additional background materials the district would like to provide, such as annual reports, governing policies, Board protocols, or other relevant planning documents. This groundwork will inform the development of a focused questionnaire for the commissioners, the Fire Chief, and other participating leaders as appropriate. The questionnaire will gather individual perspectives on EJFR's strengths, governance priorities, communication practices, the board-chief partnership, and desired workshop outcomes. The materials and responses will be reviewed in advance to make the Zoom conversations and workshop agenda more focused and productive.

2

Board Zoom Conference

Conduct one facilitated Zoom conference with all five commissioners. The conversation will focus on EJFR's current strengths, established strategic priorities, governance practices, Board communication, the board-chief partnership, and the outcomes commissioners want from the onsite workshop.

3

Fire Chief and Leadership Zoom Conference

Conduct one Zoom conference with the Fire Chief and anyone else the Chief would like to include. This conversation will provide organizational context, identify governance practices that best support staff and operations, and help shape the workshop agenda.

4

One-Day Facilitated Board Workshop: Governance in Action

Using a customized agenda informed by the preparatory questionnaire and two Zoom conferences, clarify the complementary roles of individual commissioners, the full Board, the Board Chair, and the Fire Chief. Strengthen the board-chief partnership, improve communication and decision-making practices, establish constructive methods for raising concerns and working through differences, and develop practical commitments for how the Board will work together moving forward. The workshop is not intended to replace EJFR's established strategic-planning process or set new strategic direction; it will focus on the governance practices through which commissioners collectively support, evaluate, and appropriately influence adopted strategic goals through standard Board procedures.

Workshop Outcome: Clear governance expectations and actionable commitments that support consistent Board practice, organizational confidence, progress on adopted priorities, and EJFR's continued success.

5

Emerging Leaders Development Session (2–4 Hours)

Provide an interactive leadership development session for a group of EJFR emerging leaders. The Fire Chief and Silouan Green will select the most appropriate topic or combination of topics from Silouan's existing leadership-development syllabus based on the participants and district priorities. The session will remain flexible in both topic and timing, with the afternoon before the Board workshop preferred and the morning after reserved as an alternative depending on availability.

6

30-Day Follow-Up

Conduct one facilitated Zoom follow-up approximately 30 days after the workshop. Review progress on the commitments made during the workshop, identify any areas requiring clarification, and reinforce the governance practices needed to maintain forward momentum.

What EJFR Will Receive

DELIVERABLE	DESCRIPTION
Background review and preparatory questionnaire	Review of EJFR’s Strategic Plan and other background materials provided by the district, followed by a tailored questionnaire to gather perspectives, identify priorities, and inform the Zoom conversations and workshop design.
Board Zoom conference	One facilitated virtual conference with all five commissioners, informed by the preparatory questionnaire, to identify governance priorities, desired outcomes, and workshop needs.
Chief and leadership Zoom conference	One virtual conference with the Fire Chief and any additional participants the Chief chooses to include, informed by the preparatory questionnaire.
Customized one-day workshop	One full onsite day focused on governance roles, the board-chief partnership, communication, decision-making, established strategic priorities, and practical forward commitments.
Emerging-leaders training	One interactive two- to four-hour leadership development session, with topic and timing selected collaboratively with the Fire Chief.
30-day implementation follow-up	One facilitated Zoom session approximately 30 days after the workshop to review progress and reinforce commitments.

Target Timeline

The Workshop will be September 21st, 2026 from 9am to 5pm, and the emerging-leaders session will be the next morning, September 22nd, 2026. One virtual follow-up session will be held approximately 30 days after the workshop.

UPON AUTHORIZATION	Confirm scheduling and logistics; receive and review EJFR’s Strategic Plan and additional background materials; develop and distribute the preparatory questionnaire
BEFORE ONSITE DATE	Questionnaire completion and Zoom conference with all five commissioners
BEFORE ONSITE DATE	Questionnaire review and Zoom conference with the Fire Chief and invited leadership participants
ONSITE ENGAGEMENT	Emerging-leaders training session and one-day Board workshop, scheduled on consecutive days when feasible
30 DAYS AFTER	Virtual follow-up and progress review approximately 30 days after the workshop

ENGAGEMENT DETAILS

Engagement Terms

Professional Fee and Payment Schedule

The professional fee for the governance workshop engagement is \$9,200. The additional two- to four-hour emerging-leaders training session is offered at a discounted fee of \$1,500. The total professional fee is \$10,700, plus travel expenses.

Payment Schedule

- 50% engagement retainer due upon authorization and required to reserve the engagement and begin preparation.
- Remaining 50% due upon completion of the onsite workshop and emerging-leaders training session.

Travel

Travel expenses to include airfare, ground transportation, three-nights lodging, per diem, and other necessary travel expenses. Once the proposal is approved, these will be confirmed and added to the total for invoicing.

Workshop and Training Locations

EJFR will be responsible for securing and providing appropriate locations for the one-day workshop and the emerging-leaders training session. Any venue rental, meeting-room, audiovisual, food and beverage, or related facility costs are not included in the professional fee or approved travel expenses.

ENGAGEMENT PARAMETERS

Conditions for a Productive Engagement

Board authorization

The engagement should be authorized through the district's appropriate contracting and governance process. The all-commissioner Zoom conference and onsite workshop are designed for participation by all five commissioners so the Board can develop genuinely shared governance commitments.

Legal and public-meeting compliance

EJFR legal counsel remains responsible for determining all requirements related to Washington public-meeting law, workshop notice and format, executive sessions, public records, confidentiality, personnel matters, and document handling.

Nature of the engagement

This engagement is a strategic governance-development and facilitated alignment process. It is not legal advice, a formal employment investigation, a disciplinary process, an employee evaluation, or an adjudicative mediation. If the preparatory process identifies matters requiring legal review or specialized services, those matters should be referred to qualified counsel or another appropriate professional.

Constructive participation

The workshop is intentionally work-focused and calls for candor, curiosity, humility, honest self-examination, a willingness to acknowledge missteps, respect for the agreed structure, and sustained effort toward shared commitments.

Intended outcome

The engagement is designed to strengthen shared purpose, governance clarity, and consistency in how the Board works together, partners with the Fire Chief, and advances adopted district priorities through established Board procedures. It recognizes that healthy boards may hold different perspectives while still leading with unity of purpose and professional respect.

Proposal Acceptance

The undersigned authorizes the engagement described in this proposal, subject to any attached or mutually approved contracting terms.

	
Authorized EJFR Representative	Silouan Green for Everon LLC
	August 6 th , 2026
Title	Date
	
Date	



EAST JEFFERSON FIRE RESCUE

Standard Operating Guidelines (SOG)

Number: 2000i

Return to Work post Injury/Illness

SECTION 1.0 PURPOSE

- 1.1** To assure that the District and its citizens are provided service by a ready and capable Fire and Rescue force.
- 1.2** To establish a return to work physical job evaluation standard where all members who utilize respiratory protection within the scope of fire suppression, technical rescue, and or hazardous work environments shall follow.

SECTION 2.0 DEFINITIONS

2.1 Fire Suppression Duties:

Also referred to as "Combat", fire suppression duties shall be defined as any emergency operations that requires the donning of Personal Protective Equipment to protect the member from the heat, smoke and flames produced by fire. Any operation that directly requires application of suppression agent either from an offensive or defensive position, any technical operation that requires the donning and use of Self Contained Breathing Apparatus, which includes but not limited to, fire suppression, confined space, technical rescue, trench rescue, hazardous materials.

2.2 Extended leave due to illness or injury:

Extended leave shall be defined as any consecutive leave of nine (9) or more 24-hour shifts for career employees or thirty (30) days for Day-Shift employees and Volunteer members due to an illness of any nature or an injury requiring in or out patient treatment.

2.3 End of leave due to illness or injury:

When a Physician or other medical specialist prescribes leave or modified duty due to illness or injury, said leave's end is defined as the date in which the Physician or other medical specialist approves the employee to return to full duty.

- 2.4** The Fire Chief (or designee) has full authority to require an employee, who shows signs and/or symptoms that they may be unfit for duty, to see a physician or other medical specialist. An employee that is found to be unfit for duty will be placed on sick leave or disability. An employee found to be fit for duty will not be debited with any sick leave used to determine fitness for duty.

SECTION 3.0 REQUIRED SKILLS

After being released by a physician or other medical specialist, the District shall require the member to complete a skills capabilities performance assessment before returning to active duty. The assessment shall be in accordance with NFPA 1001 and the Washington State Patrol Firefighter 1 Academy skills requirements. The assessment shall be limited to:

- a. Donning of all required structural firefighting personal protective equipment within sixty 60 seconds.
- b. Donning of the Department standard Self-Contained Breathing Apparatus within sixty 60 seconds.

- c. While wearing full protective gear and SCBA establishment of a water supply from a hydrant to a Department Type I/II engine with a Large Diameter Supply hose.
- d. While wearing full protective clothing and SCBA deploy a pre-connected 1 ¾" attack hose including establishment and handling of a fully developed fire stream.
- e. While wearing full protective clothing, SCBA and using a team member (two (2) people to accomplish the task) successfully raise a 24' extension ladder against a 2-story structure.
- f. While wearing full protective clothing and SCBA carry 1 – 14' roof ladder aloft and place over the ridge of a gable roof.
- g. While wearing full protective clothing and SCBA carry vertical ventilation tools (axe, operating chain saw, and rubbish hook) to the roof and simulate vertical ventilation.
- h. While wearing full protective clothing and SCBA and as a team member (two (2) people to accomplish the task) remove an unconscious firefighter wearing full protective clothing as described in IFSAC Skill Sheet 4.3.9.
- i. The candidate, while operating in a simulated IDLH environment, shall be able to use controlled breathing techniques and perform emergency procedures in the event of SCBA failure.

SECTION 4.0 EVALUATION STANDARDS

4.1 A return to work skills test is only required after extended leave.

- a. All RTWP evaluation modules are graded pass or fail.
- b. The evaluator, of Captain rank or higher, shall assess performance based on the applicable IFSAC Job Performance Standard. If a failure is documented, the employee may request a second evaluator to review the performance. Only deficiencies that result in an immediate safety hazard, the inability to complete a required skill, or a failure to meet the performance objectives outlined in the standard shall be considered failure points. Minor deficiencies, such as dragging couplings while reloading hose, indicate poor technique but do not constitute a critical failure under IFSAC evaluation criteria.
- c. Following the IFSAC WSP standards, a candidate that fails a singular task sheet two times shall fail the RTWP examination. Secondly a candidate that fails three separate task sheets shall fail the RTWP examination.
- d. If the candidate reaches a two or three fail point, then the RTWP testing shall cease and retesting shall be rescheduled. Additionally, re-evaluation and counseling shall be conducted with the Operations Section Chief, the Employee and their Union Representative to address return to work improvement.

SECTION 5.0 DOCUMENTATION

- 5.1** To ensure all of the elements of Section 3 have been completed satisfactorily, the evaluator shall email a letter of completion and completed signed JPR's to humanresources@ejfr.org before the employee returns to work. The documentation shall be placed in the employee's medical file.
- 5.2** Once a member has completed the return-to-work requirements the Training Officer shall provide any updated procedures that occurred during the absence.

SECTION 6.0 RELATED FORMS

- Form 2001i Return to Work Skill Sheets

EFFECTIVE DATE: 7/30/2026		REPLACES:	Earlier 2025 V
SIGNED BY:			Policy 217
FIRE CHIEF:			SOG A06-01
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**JEFFERSON COUNTY FIRE PROTECTION DISTRICT No. 1
RESOLUTION NO. 26-12**

**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 18th day of August 2026.

Deborah Stinson, Chair

Jeannie Price, Vice-Chair

Geoff Masci, Commissioner

Steve Craig, Commissioner

Dave Seabrook, Commissioner

ATTEST:

Tanya Cray, District Secretary

Exhibit A

Item to be Surplused	QTY	Serial #/Model # etc. (list separately if multiple #'s)	Description	Reason for Surplus
Electronics				
Dell Power Edge T420	1	n/a	Server	Beyond Useful Life
Dell Optiplex 7010	1	n/a	Server	Beyond Useful Life
HP Proliant ML350 Gen 9	1	TPS-F015	Server	Beyond Useful Life
Training Capt iPad	1	RWXYW33MHV	iPad 9th Gen	generation too old for software
Chief Cell Phone	1	IMEI 352472596584537	iPhone 13	upgrade eligible
DC iPad	1	F9GZKLTAMDG1	iPad 7th Gen 32 GB	end of useful life - Brummel Retired
DC Cell Phone	1	LXYFOW3PA	iPhone 16a	end of useful life - Brummel Retired
Engine 2 Tablet	1	0B33HHX214033F	Surface Go3	Broken - will no turn on
Equipment				
Stryker MX-Pro Ambulance Cot	1	SN: 030839637	Gurney	Not a power cot, obsolete for our use
Michelin LTX M/S2	1	n/a	Spare Tire- never used	No longer have a need for this item
Handkook Dynapro HT 225/75R16	1	n/a	Spare Tire- never used	No longer have a need for this item

NKFR/EJFR ILA for Vehicle Maintenance and Repair

Proposal for 2027-2029

Section 5: Charges

Flat Rate Annual Fee

FY 2027 - \$205,000

FY 2028 - \$213,200

FY 2029 - \$221,728

The charge for 2027 is based on the cost of employing one mechanic (average of the two mechanics was used) plus 25% of the cost of employing one Fleet Supervisor at NKFR. The numbers for 2028 and 2029 each reflect a 4% increase from the previous year.

Hourly Rate

The proposed hourly for each year is:

FY 2027 - \$200.00

FY 2028 - \$208.00

FT 2029 - \$216.00

The rate for 2027 is based on an average of current rates for shops providing similar services. The rates for 2028 and 2029 each reflect a 4% increase from the previous year. Another option would be to use CPI with a minimum/maximum percentage.

CAT	\$210.00
Cummins	\$232.00
Flying Wrench	\$190.00
True North	\$205.00
Hughes Fire EQ	\$181.00
Average	\$203.60

Appendices

These should be updated as needed for documentation and vehicle inventories.

Appendix A – Annual service inspection forms

Appendix B – Preventive maintenance and service checklist

Appendix C – Non-routine repairs

Appendix D – EJFR fleet list

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Quality. Integrity. Experience.

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www.fireservicerepair.com

14423 Three Lakes Road

Snohomish, WA 98290

(425) 760-2934

Chief Rick LaGrandeur and Fire Commissioners,

We at Fire Service Repair LLC have been providing Annual NFPA compliance pump testing for North Kitsap since 2008.

The pump test requirements are the same for all of North America. The testing process monitors the engine's capability to deliver enough horsepower to drive the pump at three pressures and flows culminating at 10 minutes @ 250 psi at 50% of the pump's rating. The engine cooling system, electrical systems, transmission and pump are all tested at up to 60%-80% of the engine's available horsepower for a duration of 45 minutes continuously. This test was designed to find flaws in all the systems involved including drafting ability, pressure regulation and dry vacuum.

It is rare to test a department and find no deficiencies. Not only did your fire department have perfect test results for 2025 and 2026 but East Jefferson did as well.

Your shop crew has maintained the fleet with just three mechanics while many shops with fewer apparatus have twice that number. It is extremely rare for a crew to be that thorough with the work load they carry. The thing that is most unusual about your shop is that they pull as a team, care deeply about each other and that attitude is the hallmark of their workplace.

We felt that the shop should be recognized for the outstanding maintenance work they are doing on a daily basis. We are sending this plaque in recognition of their service excellence and hope that you would present it to the shop personnel on our behalf.

Respectfully,



Steve Towers

July 26, 2026

2026 Upcoming Events

Group	Event	Date
2026		
August		
JC Airport	Airport Day	8/2/2026
EJFR	Jefferson County Fair	8/14-8/16
BOC/Admin	JC Fire Comm & Admin Prof.	8/20/2026
EJFR	Port Ludlow Connects	8/28/2026
EJFR	Port Townsend Farmers Market	8/29/2026
September		
EJFR	Port Townsend Farmers Market	9/11/2026
Admin	2026 Healthcare Workshop	9/17/2026
BOC/Admin	Board Workshop	9/21/2026
October		
EJFR	Port Townsend Farmers Market	10/3/2026
EJFR	Chimacum Farmers Market	10/4/2026
EJFR	Fire Prevention Week	10/4-10/10
EJFR	Fire Rescue Fest	10/10/2026
EJFR	WFCA Annual Conference	10/21-10/24
November		
BOC/Admin	2027 Budget Due	11/30/2026
December		
BOC/Admin	JC Fire Comm & Admin Prof. - Banquet	12/3/2026