

**Service Driven Through Excellence and Innovation**



**UNITY - COMPASSION – INTEGRITY – COURAGE - HONOR**

**Board of Commissioners' Meeting**

**January 21, 2025**





# Clallam County Fire District 3

323 N Fifth Ave., Sequim, Washington 98382

360-683-4242, Fax: 360-683-6834

[www.ccf3.org](http://www.ccf3.org)

Jeffrey Nicholas

Michael Mingee

Bill Miano

**Commissioners**

Justin Grider, Fire Chief

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## Board of Commissioners Meeting Agenda

January 21, 2025

### Call to Order

### Pledge of Allegiance

### Changes to the Agenda

### Public Comment

### Consent Agenda:

- 1.) Regular Meeting Minutes, December 17, 2024
- 2.) Claims and Payroll

### Regular Business:

**Reports** – Battalion Chief's Reports

**Agenda Bill 1:** MOU

**Agenda Bill 2:** 2025 Workshop

### Good of the Order –

**Levy Committee Update** – Commissioner Nicholas and Chief Grider

### Executive Session

1. Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress – RCW 42.30.140 (4).
2. To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee – RCW 42.30.110 (g);

### Next Meeting

### Adjournment



# Clallam County Fire District 3

*Motto: Serve, Respect, Prevent and Protect*

## BOARD OF COMMISSIONERS – MEETING MINUTES

January 7, 2024

Chair Nicholas called the Board of Commissioners Meeting for Clallam County Fire District 3 to order at 1:00 p.m. via the Zoom App and in person at 255 Carlsborg Road in Sequim. Present were: Commissioners Jeffrey Nicholas, Michael Mingee and Bill Miano, Chief Justin Grider, Deputy Chief Tony Hudson, District Secretary Lori Coleman, Finance Manager Misty Shaw, BC Chris Turner, Admin Assistant Caity Karapostoles, Firefighter Beau Sylte, Volunteer Coordinator Chris Lovering, Reporter Matt Nash and citizen Duane Chamlee.

**Changes to the Agenda** – None.

**PUBLIC COMMENT** – None

### CONSENT AGENDA

1.) Regular Meeting Minutes, December 17, 2024.

Commissioner Miano moved, and Commissioner Mingee seconded to approve the Consent Agenda as presented. **MOTION CARRIED**

### Fire Chief's Report – Chief Grider reports:

- The Levy Committee continues to meet, and they are busy making social media posts and these have been well received by the public.
- Fire Academy is wrapping up and Fire District 3 has 8 students in the class.
- Continues to meet with Mark Huish, Sequim City Manager and other stakeholders regarding Emergency Management.
- DC Hudson continues to attend PenCom meetings and work on updating run cards.
- The firefighter contract is still under negotiations.
- He will attend the Legislative Day on February 6<sup>th</sup>; he and two commissioners have appointments with representatives.
- There is an Operation's meeting coming up for all officers.
- The Community Paramedic Program is going well; he will be on an upcoming agenda to present a 6-month review to the Board.
- Two career members are out on extended leave.
- Staff continue to update software as recommended by the software audit.
- He has contacted local fire chiefs about a joint application for the Title III Grant.
- Staff applied for an AFG micro grant for mobile repeaters.
- Staff continue to meet with Olympic Ambulance and are looking to draft a new contract. He met with PA Fire and District 2 to discuss a joint contract; more information will be forthcoming.
- Staff are still waiting on the final WSRB report.

- A site visit was conducted for the USDA Grant for three (3) new staff vehicles, the District has received \$159,416.97 thus far.
- The Brush truck chassis has been given a VIN #, this means production is taking place.
- He and the commissioners are setting up a meeting with staff from the City of Sequim to discuss the Tax Increment financing they are looking into.
- The District surplussed a bunch of frogg toggs® and donated them to the Food Bank for their volunteers.
- The Local EMS Council is looking at its OTEP program and considering alternatives for subscriptions to EMSConnect.
- Attended an OPNET meeting at US Border Patrol.
- Attended the December food give away at the Food Bank.
- Continues to watch progress on county and city development.
- FCT McKenzie and BC Truner have been working with Clallam County Code Enforcement officer on two different properties that have been problematic.

**Agenda Bill 1: Agendizing upcoming Board Workshop** – The Board discussed wanting to hold a workshop to set goals for 2025. Commissioner Mingee had a list of topics that he wants to discuss. The group agreed to hold the workshop as the final agenda item at the next meeting.  
**INFORMATION ONLY, NO ACTION REQUESTED.**

### GOOD OF THE ORDER

- Commissioner Nicholas –
  - Reported that the Legacy Committee made a video for Facebook and Instagram, and it was a great success. The video was narrated by Chief Grider and gave a lot of information about the District.
- The commissioners and Chief Grider will meet with the City to discuss the Tax Increment Financing the city is exploring – discuss how this will affect the District.
- Chief Grider
  - Reported that this Thursday, January 9<sup>th</sup>, will be DC Hudson’s 40<sup>th</sup> year with the District.

**Chairman Nicholas called for a 5-minute recess at 1:46.**

### EXECUTIVE SESSION

Chairman Nicholas called for an Executive Session beginning at 1:51 p.m., expected to last for Thirty (30) minutes under - RCW 42.30.140 (4) - Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress, and RCW 42.30.110 (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. In attendance were Commissioners Nicholas, Mingee, Miano, Fire Chief Justin Grider and DC

Hudson. At 2:21 p.m. Commissioner Nicholas called the meeting back into Regular Session. No decisions were reached during the Executive Session.

**NEXT MEETINGS –**

1/21/2025 – Regular Board Meeting with an agenda item for 2025 Goal Setting Workshop.

**ADJOURNMENT**

Commissioner Nicholas called for adjournment at 2:22 p.m.

\_\_\_\_\_  
Jeffrey Nicholas, Chairman

\_\_\_\_\_  
Michael Mingee, Vice Chairman

\_\_\_\_\_  
Bill Miano, Commissioner

Attest: \_\_\_\_\_  
Lois Coleman, District Secretary

DRAFT



**CLALLAM COUNTY FIRE DISTRICT 3**

Agenda Bill No: Consent 2

Subject: Approval of Claims and Payroll for the period ending Tuesday, January 21, 2025

Attachments: Accounts Payable Claims and Payroll Registers

Date: Tuesday, January 21, 2025

Prepared By: Misty Shaw, Finance Manager

Approved By: Justin Grider, Fire Chief

Discussion: Approval of regular claims and payroll expenses as follows:

Payroll EFTs and IRS Deposit for Retroactive MM2933 Payroll dated:		December 23, 2024
Totaling:	\$	54,591.63
Payroll EFTs and IRS Deposit for Monthly Draw and Quarterly Volunteer Points dated:		December 24, 2024
Totaling:	\$	42,044.27
Payroll EFTs and IRS Deposit for Monthly Payroll dated:		January 10, 2025
Totaling:	\$	821,837.41
Accounts Payable Claim Numbers: dated:		112519-112580 January 21, 2025
Totaling:	\$	311,993.67
Total Accounts Payable Claims and Payroll:	\$	<u><u>1,230,466.98</u></u>

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Recommended

Action: Recommended Motion:

Move to approve EFT's and Accounts Payable Claim Numbers: 112519-112580

For a Disbursement Grand Total of: \$ 1,230,466.98

# CHECK REGISTER

Clallam County FD 3

Time: 13:05:05 Date: 01/16/2025

01/21/2025 To: 01/21/2025

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
85	01/21/2025	Claims	1	112519	A-1 AUTO PARTS, INC	9,160.14	Tire Chains - F74, F75, F76; Oil for Stock; Reissuing Payment for Vehicle Parts - Ck 112452 Stop Payment; F71 Pads and Rotors; F38 Mudflaps; Bulbs for Stock; Oil for Stock; G30 Steering Shift Tube; F7
86	01/21/2025	Claims	1	112520	ALL BATTERY SALES & SERVICE, INC.	1,102.10	Battery - F66; G14, F31 Batteries
87	01/21/2025	Claims	1	112521	ASSOCIATED PETROLEUM PRODUCTS	3,768.82	Bulk Oil
88	01/21/2025	Claims	1	112522	AT&T MOBILITY	91.41	Wireless Service
89	01/21/2025	Claims	1	112523	Stefanie G Anderson	192.94	Workout Shoes - West Seattle Runner
90	01/21/2025	Claims	1	112524	BILL'S PLUMBING & SANIKAN, INC.	144.02	Classroom Toilet Repair Parts; ST33 Faucet Repair Parts; Pumping at Shop/Classroom
91	01/21/2025	Claims	1	112525	BOARD FOR VOL. F F & RESERVE OFFICERS	4,300.00	2025 Volunteer Pension & Disability Fees
92	01/21/2025	Claims	1	112526	CARDINAL HEALTH, LLC	527.84	EMS Supplies & Medications
93	01/21/2025	Claims	1	112527	CENTURYLINK Q	7.53	Long Distance Phone Service
94	01/21/2025	Claims	1	112528	CENTURYLINK	1,229.39	Landline Services
95	01/21/2025	Claims	1	112529	CITY OF SEQUIM	594.62	ST34 Water and Sewer
96	01/21/2025	Claims	1	112530	C/O PORTLAND FIRE CLALLAM CO EMS COUNCIL	6,375.00	Q1 2025 EMS Council MPD Fees
97	01/21/2025	Claims	1	112531	CLALLAM COUNTY #3 PETTY CASH	33.75	Petty Cash - Vehicle Registration - VIN 6424; Petty Cash - Vehicle Registration - VIN 3631
98	01/21/2025	Claims	1	112532	CLALLAM COUNTY PUBLIC WORKS DEPT	386.34	Shop/Classroom Sewer; Shop/Classroom Sewer; ST33 Sewer
99	01/21/2025	Claims	1	112533	CLALLAM COUNTY PUD	4,930.00	ST33 Water and Electricity; ST32 Electricity and Water; ST35 Electricity; ST34 Electricity; Shop Water and Electricity; ST37 Electricity; Shop/Classroom Irrigation Water; Classroom Water and Electrici
100	01/21/2025	Claims	1	112534	CLALLAM COUNTY TREASURER	1,455.95	County Banking & Finance Services - 2024
101	01/21/2025	Claims	1	112535	CO-OP FARM AND GARDEN, INC, THE	2,304.83	Gas/Diesel
102	01/21/2025	Claims	1	112536	CP1, LLC	2,400.00	Admin Office Lease Ste C & E - Feb 2025
103	01/21/2025	Payroll	1	112537	DEPT OF LABOR & INDUSTRIES	89,486.60	4TH Quarter L&I: 10/01/2024 - 12/31/2024
104	01/21/2025	Payroll	1	112538	PFML EMPLOYMENT SECURITY DEPARTMENT - PFML	13,115.67	Pay Cycle(s) 10/10/2024 To 10/10/2024 - ESD - PFML; Pay Cycle(s) 11/08/2024 To 11/08/2024 - ESD - PFML; Pay Cycle(s) 12/10/2024 To 12/10/2024 - ESD - PFML; Pay Cycle(s) 12/23/2024 To 12/23/2024 - ESD
105	01/21/2025	Payroll	1	112539	EMPLOYMENT SECURITY DEPARTMENT	392.42	4th Quarter Unemployment: 10/01/2024 - 12/31/2024



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106	01/21/2025	Claims	1	112540	EMS CONNECT	571.50	EMS/Fire Training Subscription - Jan 2025
107	01/21/2025	Claims	1	112541	ERIC JACOBSON	900.00	IT Consulting Services - Dec 2024
108	01/21/2025	Payroll	1	112542	ESD - WA CARES FUND	8,827.76	Pay Cycle(s) 10/10/2024 To 10/10/2024 - ESD- WA CARES; Pay Cycle(s) 11/08/2024 To 11/08/2024 - ESD- WA CARES; Pay Cycle(s) 12/10/2024 To 12/10/2024 - ESD- WA CARES; Pay Cycle(s) 12/23/2024 To 12/23/20
109	01/21/2025	Claims	1	112543	ESO SOLUTIONS, INC.	1,184.03	EHR Connection Annual Renewal - 02.09.2025-02.08.2026
110	01/21/2025	Claims	1	112544	FERRELLGAS	3,894.50	ST37 Propane; ST35 Propane; ST31 Propane; Late Charge; Late Charge; Shop Propane
111	01/21/2025	Claims	1	112545	FREIGHTLINER NORTHWEST PACIFIC	614.09	F67 Parts; F31 Drain Assembly
112	01/21/2025	Claims	1	112546	GRAIL LLC	44,781.00	Cancer Screening (69)
113	01/21/2025	Claims	1	112547	JAY OEN MOTOR COMPANY	158.33	Part Returns; F56 Parts; Part Return; Filter Return; D2 Parts; Core Deposit Returns; D2 Parts; F73, Stock Parts; G33 Parts; Core Deposit Returns; Quilcene Parts; D4 Parts; F73 Parts; G30 Air Filter; F
114	01/21/2025	Claims	1	112548	KROESER UNIFORM COMPANY	81.23	Belt and Tie - McGuffey
115	01/21/2025	Claims	1	112549	Caitlin L Krapos	32.97	Volunteer Appreciation Snacks - Walmart
116	01/21/2025	Claims	1	112550	KEVIN CURTIS JOHNSONS	3,751.50	O-Ring, Cylinder Valve Kit, Stem; Repair Hurst Blades; Structure Boots; G1 Regulator Keeper, Shoulder Straps; Compressor Part
117	01/21/2025	Claims	1	112551	EMERGENCY ASSIST, INC.	3,152.44	EMS Supplies; EMS Supplies; EMS Supplies
118	01/21/2025	Claims	1	112552	MARCESSON MEDICAL SURGICAL	471.86	EMS Supplies - Comm Paramedic; EMS Supplies; EMS Supplies; EMS Supplies
119	01/21/2025	Claims	1	112553	MUNICIPAL EMERGENCY SERVICES	2,811.68	Pant and Coat - Grider/Hudson
120	01/21/2025	Claims	1	112554	OLYMPIC DISPOSAL MURREYS DISPOSAL COMPANY, INC	913.79	Shop/Classroom Garbage and Recycling; ST37, ST33, Shop/Classroom Garbage; ST34 Garbage
121	01/21/2025	Claims	1	112555	NATIONAL TESTING NETWORK	750.00	Annual NTN Membership for FireTEAM FF Testing and Recruitment Services - 10.15.2024-10.15.2025
122	01/21/2025	Claims	1	112556	NORTHWEST PLASTICS, INC	564.72	Repair Tank Hole F73
123	01/21/2025	Claims	1	112557	NORTHWEST SAFETY CLEAN	629.78	PPE Cleaning, Repair and Inspections
124	01/21/2025	Claims	1	112558	OLYMPIC MAILING & PRINTING SERVICES	4,967.20	Newsletter Printing
125	01/21/2025	Claims	1	112559	BRUCE LEIPER -SEC/TREASUR OLYMPIC PENINSULA FIRE COMM ASSOC	150.00	Annual Dues Jan-Dec 2025 for Board
126	01/21/2025	Claims	1	112560	OLYMPIC SPRINGS, INC.	39.97	Admin Office Water

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
127	01/21/2025	Claims	1	112561	PACIFIC OFFICE EQUIPMENT, INC	223.10	Copier Contract Fees - Admin - 12.01.2024-12.31.2024; Copier Contract Fees - Shop - 12.01.2024-12.31.2024; Copier Contract Fees - ST34 - 12.01.2024-12.31.2024
128	01/21/2025	Claims	1	112562	PENINSULA DAILY NEWS	213.20	ST34 PDN - 52 Weeks Beg 02.04.2025
129	01/21/2025	Claims	1	112563	PETROCARD INC.	4,205.45	Bulk Gasoline/Diesel
130	01/21/2025	Claims	1	112564	PRICE FORD, INC.	457.46	F59 Parts; G30 Parts; F66 Parts; Filters for Stock
131	01/21/2025	Claims	1	112565	SNURE LAW OFFICE, PSC.	512.00	Legal Services - General - Dec 2024
132	01/21/2025	Claims	1	112566	SOUND PUBLISHING, INC.	187.00	50th Anniv Advertising
133	01/21/2025	Claims	1	112567	SPRINGBROOK HOLDING CO LLC	9,420.84	Springbrook - 2025 - Financial & Payroll (1), Enterprise (6)
134	01/21/2025	Claims	1	112568	STATE AUDITOR'S OFFICE	2,851.55	2023 Accountability & Financial Audit Fees
135	01/21/2025	Claims	1	112569	STRYKER SALES LLC	4,886.01	EMS Supplies; EMS Supplies; EMS Supplies; EMS Supplies; EMS Supplies
136	01/21/2025	Claims	1	112570	SUMMIT LAW GROUP	1,189.00	Legal Services - Collective Bargaining - Nov 2024; Legal Services - General Labor - Nov 2024
137	01/21/2025	Claims	1	112571	TARGET SOLUTIONS LEARNING LLC	12,445.86	Vector Solutions Annual Renewal - 12.31.2024-12.30.2025
138	01/21/2025	Claims	1	112572	THE NORTH EMERGENCY EQUIPMENT	4,511.63	F31 Parts; F35 Parts; F35 Parts
139	01/21/2025	Claims	1	112573	U S POSTMASTER	4,584.82	Postage for Newsletter Mailing
140	01/21/2025	Claims	1	112574	US BANK CREDIT CARD	32,016.46	2024-1226 US Bank Pcard Statement
141	01/21/2025	Claims	1	112575	WESTIS GROUP, INC	130.56	Cleaning services - mats and laundry - Shop; Cleaning services - mats - ST33; Cleaning services - mats - ST37; Cleaning services - mats and laundry - Shop; Cleaning services - mats - ST34; Cleaning se
142	01/21/2025	Claims	1	112576	WALGREENS CO	283.50	Volunteer Medical - Vieira, HudsonJ
143	01/21/2025	Claims	1	112577	WASHINGTON FIRE CHIEFS	40.00	Assoc Registration Fee - Grider
144	01/21/2025	Claims	1	112578	WASHINGTON WATER SERVICE COMPANY	40.37	ST35 Water
145	01/21/2025	Claims	1	112579	WFCA	5,038.00	2025 Annual Membership Dues
146	01/21/2025	Claims	1	112580	ZOLL MEDICAL CORPORATION	1,509.14	EMS Supplies; EMS Supplies

001 Maintenance & Operations

311,993.67

	311,993.67		
		Claims:	200,171.22
		Payroll:	111,822.45

# CHECK REGISTER

Clallam County FD 3

Time: 16:56:33 Date: 01/07/2025

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1	01/10/2025	Payroll	2	EFT		10,866.04	December 2024 Payroll
2	01/10/2025	Payroll	2	EFT		21,944.84	December 2024 Payroll
3	01/10/2025	Payroll	2	EFT		9,137.47	December 2024 Payroll
4	01/10/2025	Payroll	2	EFT		4,299.40	December 2024 Payroll
5	01/10/2025	Payroll	2	EFT		10,062.57	December 2024 Payroll
6	01/10/2025	Payroll	2	EFT		3,064.62	December 2024 Payroll
7	01/10/2025	Payroll	2	EFT		7,534.22	December 2024 Payroll
8	01/10/2025	Payroll	2	EFT		5,096.33	December 2024 Payroll
9	01/10/2025	Payroll	2	EFT		5,995.91	December 2024 Payroll
10	01/10/2025	Payroll	2	EFT		9,245.07	December 2024 Payroll
11	01/10/2025	Payroll	2	EFT		3,619.00	December 2024 Payroll
12	01/10/2025	Payroll	2	EFT		6,955.24	December 2024 Payroll
13	01/10/2025	Payroll	2	EFT		4,806.90	December 2024 Payroll
14	01/10/2025	Payroll	2	EFT		7,365.06	December 2024 Payroll
15	01/10/2025	Payroll	2	EFT		5,849.61	December 2024 Payroll
16	01/10/2025	Payroll	2	EFT		5,605.04	December 2024 Payroll
17	01/10/2025	Payroll	2	EFT		6,562.76	December 2024 Payroll
18	01/10/2025	Payroll	2	EFT		13,333.66	December 2024 Payroll
19	01/10/2025	Payroll	2	EFT		5,648.40	December 2024 Payroll
20	01/10/2025	Payroll	2	EFT		6,297.64	December 2024 Payroll
21	01/10/2025	Payroll	2	EFT		759.70	December 2024 Payroll
22	01/10/2025	Payroll	2	EFT		5,654.16	December 2024 Payroll
23	01/10/2025	Payroll	2	EFT		11,135.04	December 2024 Payroll
24	01/10/2025	Payroll	2	EFT		3,559.85	December 2024 Payroll
25	01/10/2025	Payroll	2	EFT		6,438.31	December 2024 Payroll
26	01/10/2025	Payroll	2	EFT		8,158.45	December 2024 Payroll
27	01/10/2025	Payroll	2	EFT		4,647.58	December 2024 Payroll
28	01/10/2025	Payroll	2	EFT		9,008.75	December 2024 Payroll
29	01/10/2025	Payroll	2	EFT		2,329.80	December 2024 Payroll
30	01/10/2025	Payroll	2	EFT		9,160.57	December 2024 Payroll
31	01/10/2025	Payroll	2	EFT		6,711.98	December 2024 Payroll
32	01/10/2025	Payroll	2	EFT		6,156.57	December 2024 Payroll
33	01/10/2025	Payroll	2	EFT		6,879.85	December 2024 Payroll
34	01/10/2025	Payroll	2	EFT		8,882.04	December 2024 Payroll
35	01/10/2025	Payroll	2	EFT		8,152.36	December 2024 Payroll
36	01/10/2025	Payroll	2	EFT		8,132.94	December 2024 Payroll
37	01/10/2025	Payroll	2	EFT		2,384.20	December 2024 Payroll
38	01/10/2025	Payroll	2	EFT		8,461.93	December 2024 Payroll
39	01/10/2025	Payroll	2	EFT		6,620.48	December 2024 Payroll
40	01/10/2025	Payroll	2	EFT		4,209.84	December 2024 Payroll
41	01/10/2025	Payroll	2	EFT		2,950.77	December 2024 Payroll
42	01/10/2025	Payroll	2	EFT		590.08	December 2024 Payroll
43	01/10/2025	Payroll	2	EFT		146.60	December 2024 Payroll
44	01/10/2025	Payroll	2	EFT		5,295.50	December 2024 Payroll
45	01/10/2025	Payroll	2	EFT		879.52	December 2024 Payroll
46	01/10/2025	Payroll	2	EFT		5,750.87	December 2024 Payroll
47	01/10/2025	Payroll	2	EFT		7,244.85	December 2024 Payroll
48	01/10/2025	Payroll	2	EFT		6,770.33	December 2024 Payroll
49	01/10/2025	Payroll	2	EFT		5,516.29	December 2024 Payroll
50	01/10/2025	Payroll	2	EFT		6,151.30	December 2024 Payroll
51	01/10/2025	Payroll	2	EFT		5,427.10	December 2024 Payroll
52	01/10/2025	Payroll	2	EFT		6,710.35	December 2024 Payroll
53	01/10/2025	Payroll	2	EFT		8,721.04	December 2024 Payroll
54	01/10/2025	Payroll	2	EFT		4,897.56	December 2024 Payroll
55	01/10/2025	Payroll	2	EFT		8,311.24	December 2024 Payroll
56	01/10/2025	Payroll	2	EFT		2,180.97	December 2024 Payroll
57	01/10/2025	Payroll	2	EFT		7,849.90	December 2024 Payroll
58	01/10/2025	Payroll	2	EFT		9,245.35	December 2024 Payroll
59	01/10/2025	Payroll	2	EFT		4,835.97	December 2024 Payroll
60	01/10/2025	Payroll	2	EFT		13,886.61	December 2024 Payroll

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# CHECK REGISTER

Clallam County FD 3

Time: 16:56:33 Date: 01/07/2025

01/10/2025 To: 01/10/2025

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61	01/10/2025	Payroll	2	EFT		4,982.79	December 2024 Payroll
62	01/10/2025	Payroll	2	EFT		7,289.87	December 2024 Payroll
63	01/10/2025	Payroll	2	EFT		7,785.51	December 2024 Payroll
64	01/10/2025	Payroll	2	EFT		8,285.77	December 2024 Payroll
65	01/10/2025	Payroll	2	EFT		6,789.88	December 2024 Payroll
66	01/10/2025	Payroll	2	EFT	AFLAC - HW462	124.57	Pay Cycle(s) 01/10/2025 To 01/10/2025 - AFLAC Pre-Tax
67	01/10/2025	Payroll	2	EFT	BENEFIT SOLUTIONS INC	3,750.00	Pay Cycle(s) 01/10/2025 To 01/10/2025 - MERP
68	01/10/2025	Payroll	2	EFT	DEPT OF RETIREMENT SYSTEMS - DC	21,652.56	Pay Cycle(s) 01/10/2025 To 01/10/2025 - DRS Def Comp; Pay Cycle(s) 01/10/2025 To 01/10/2025 - DRS Def Comp - ROTH
69	01/10/2025	Payroll	2	EFT	DEPT OF RETIREMENT SYSTEMS - LEOFF	82,522.24	Pay Cycle(s) 01/10/2025 To 01/10/2025 - LEOFF 2
70	01/10/2025	Payroll	2	EFT	DEPT OF RETIREMENT SYSTEMS - PERS	11,501.22	Pay Cycle(s) 01/10/2025 To 01/10/2025 - PERS2; Pay Cycle(s) 01/10/2025 To 01/10/2025 - PERS3
71	01/10/2025	Payroll	2	EFT	DI MARTINO ASSOCIATES	4,234.71	Pay Cycle(s) 01/10/2025 To 01/10/2025 - Disability
72	01/10/2025	Payroll	2	EFT	HRA VEBA TRUST CONTRIBUTIONS	6,728.70	Pay Cycle(s) 01/10/2025 To 01/10/2025 - HRA-VEBA; Pay Cycle(s) 01/10/2025 To 01/10/2025 - HRA-VEBA Sick Converted (MM)
73	01/10/2025	Payroll	2	EFT	IA LOCAL 2933	8,100.00	Pay Cycle(s) 01/10/2025 To 01/10/2025 - Local 2933 Dues
74	01/10/2025	Payroll	2	EFT	IRS	98,602.44	941 Deposit for Pay Cycle(s) 01/10/2025 - 01/10/2025
75	01/10/2025	Payroll	2	EFT	NATIONWIDE RETIREMENT SOLUTIONS	29,577.42	Pay Cycle(s) 01/10/2025 To 01/10/2025 - Nationwide DC - Regular; Pay Cycle(s) 01/10/2025 To 01/10/2025 - Nationwide DC - ROTH
76	01/10/2025	Payroll	2	EFT	TRUSTEED PLANS - 69943	113,813.35	Pay Cycle(s) 01/10/2025 To 01/10/2025 - WFA PPO-100; Pay Cycle(s) 01/10/2025 To 01/10/2025 - WFA PPO-300; Pay Cycle(s) 01/10/2025 To 01/10/2025 - WFA PPO PLUS; Pay Cycle(s) 01/10/2025 To 01/10/2025

001 Maintenance & Operations

821,837.41

821,837.41 Payroll: 821,837.41

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Clallam County FD 3

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2339	12/24/2024	Payroll	2	EFT		2,062.65	December 2024 Draw
2340	12/24/2024	Payroll	2	EFT		761.39	December 2024 Draw
2341	12/24/2024	Payroll	2	EFT		1,392.60	December 2024 Draw
2342	12/24/2024	Payroll	2	EFT		1,331.92	December 2024 Draw
2343	12/24/2024	Payroll	2	EFT		486.35	December 2024 Draw
2344	12/24/2024	Payroll	2	EFT		2,201.25	December 2024 Draw
2345	12/24/2024	Payroll	2	EFT		2,365.20	December 2024 Draw
2346	12/24/2024	Payroll	2	EFT		1,499.48	December 2024 Draw
2347	12/24/2024	Payroll	2	EFT		2,274.81	December 2024 Draw
2348	12/24/2024	Payroll	2	EFT		929.98	December 2024 Draw
2349	12/24/2024	Payroll	2	EFT		2,433.60	December 2024 Draw
2350	12/24/2024	Payroll	2	EFT		1,397.43	December 2024 Draw
2351	12/24/2024	Payroll	2	EFT		48.88	SEP24-OCT24 Volunteer Points
2352	12/24/2024	Payroll	2	EFT		510.63	SEP24-OCT24 Volunteer Points
2353	12/24/2024	Payroll	2	EFT		270.52	SEP24-OCT24 Volunteer Points
2354	12/24/2024	Payroll	2	EFT		30.41	SEP24-OCT24 Volunteer Points
2355	12/24/2024	Payroll	2	EFT		30.41	SEP24-OCT24 Volunteer Points
2356	12/24/2024	Payroll	2	EFT		11.94	SEP24-OCT24 Volunteer Points
2357	12/24/2024	Payroll	2	EFT		30.41	SEP24-OCT24 Volunteer Points
2358	12/24/2024	Payroll	2	EFT		48.88	SEP24-OCT24 Volunteer Points
2359	12/24/2024	Payroll	2	EFT		178.17	SEP24-OCT24 Volunteer Points
2360	12/24/2024	Payroll	2	EFT		18.47	SEP24-OCT24 Volunteer Points
2361	12/24/2024	Payroll	2	EFT		11.94	SEP24-OCT24 Volunteer Points
2362	12/24/2024	Payroll	2	EFT		141.23	SEP24-OCT24 Volunteer Points
2363	12/24/2024	Payroll	2	EFT		18.47	SEP24-OCT24 Volunteer Points
2364	12/24/2024	Payroll	2	EFT		196.64	SEP24-OCT24 Volunteer Points
2365	12/24/2024	Payroll	2	EFT		159.70	SEP24-OCT24 Volunteer Points
2366	12/24/2024	Payroll	2	EFT		252.05	SEP24-OCT24 Volunteer Points
2367	12/24/2024	Payroll	2	EFT		307.46	SEP24-OCT24 Volunteer Points
2368	12/24/2024	Payroll	2	EFT		196.64	SEP24-OCT24 Volunteer Points
2369	12/24/2024	Payroll	2	EFT		141.23	SEP24-OCT24 Volunteer Points
2370	12/24/2024	Payroll	2	EFT		1,471.07	SEP24-OCT24 Volunteer Points
2371	12/24/2024	Payroll	2	EFT		48.88	SEP24-OCT24 Volunteer Points
2372	12/24/2024	Payroll	2	EFT		344.40	SEP24-OCT24 Volunteer Points
2373	12/24/2024	Payroll	2	EFT		529.10	SEP24-OCT24 Volunteer Points
2374	12/24/2024	Payroll	2	EFT		1,323.31	SEP24-OCT24 Volunteer Points
2375	12/24/2024	Payroll	2	EFT		344.40	SEP24-OCT24 Volunteer Points
2376	12/24/2024	Payroll	2	EFT		658.39	SEP24-OCT24 Volunteer Points
2377	12/24/2024	Payroll	2	EFT		639.92	SEP24-OCT24 Volunteer Points
2378	12/24/2024	Payroll	2	EFT		122.76	SEP24-OCT24 Volunteer Points
2379	12/24/2024	Payroll	2	EFT		11.94	SEP24-OCT24 Volunteer Points
2380	12/24/2024	Payroll	2	EFT		972.38	SEP24-OCT24 Volunteer Points
2381	12/24/2024	Payroll	2	EFT		769.21	SEP24-OCT24 Volunteer Points
2382	12/24/2024	Payroll	2	EFT		196.64	SEP24-OCT24 Volunteer Points
2383	12/24/2024	Payroll	2	EFT		307.46	SEP24-OCT24 Volunteer Points
2384	12/24/2024	Payroll	2	EFT		566.04	SEP24-OCT24 Volunteer Points
2385	12/24/2024	Payroll	2	EFT		141.23	SEP24-OCT24 Volunteer Points
2386	12/24/2024	Payroll	2	EFT		67.35	SEP24-OCT24 Volunteer Points
2387	12/24/2024	Payroll	2	EFT		885.20	SEP24-OCT24 Volunteer Points
2388	12/24/2024	Payroll	2	EFT		4,500.00	SEP24-OCT24 Volunteer Points
2389	12/24/2024	Payroll	2	EFT		323.22	SEP24-OCT24 Volunteer Points
2390	12/24/2024	Payroll	2	EFT	CCFD3 VOLUNTEER F F ASSN	900.00	Pay Cycle(s) 12/24/2024 To 12/24/2024 - VOL ASSN DUES
2391	12/24/2024	Payroll	2	EFT	IRS	5,180.63	941 Deposit for Pay Cycle(s) 12/24/2024 - 12/24/2024

001 Maintenance & Operations

42,044.27

42,044.27 Payroll:

42,044.27

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Trans Date      Type      Acct #      Chk #      Claimant      Amount Memo

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2402	12/23/2024	Payroll	2	EFT		10,138.47	Retro Pay - MM2933 2023-2024
2403	12/23/2024	Payroll	2	EFT		12,812.87	Retro Pay - MM2933 2023-2024
2404	12/23/2024	Payroll	2	EFT		9,621.80	Retro Pay - MM2933 2023-2024
2405	12/23/2024	Payroll	2	EFT		5,404.96	Retro Pay - MM2933 2023-2024
2406	12/23/2024	Payroll	2	EFT	DEPT OF RETIREMENT SYSTEMS - PERS	7,805.87	Pay Cycle(s) 12/23/2024 To 12/23/2024 - PERS2
2407	12/23/2024	Payroll	2	EFT	HRA VEBA TRUST CONTRIBUTIONS	555.75	Pay Cycle(s) 12/23/2024 To 12/23/2024 - HRA-VEBA Buyout Vac; Pay Cycle(s) 12/23/2024 To 12/23/2024 - HRA-VEBA Sick Converted (MM)
2408	12/23/2024	Payroll	2	EFT	IRS	8,251.91	941 Deposit for Pay Cycle(s) 12/23/2024 - 12/23/2024

001 Maintenance & Operations

54,591.63

54,591.63 Payroll: 54,591.63

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# Clallam County Fire District 3

Motto: *Serve, Respect, Prevent, Protect*



## Battalion Chief's Report: 12/1/2024 - 12/31/2024

Prepared by: Chris Turner  
Battalion Chief - A shift

- **911 Responses for CCFD#3: From combined BC report- Updated Format.**
  - Annual Review Complete for 2024 (Shift & Station Report)
  - Annual Review Complete for 2023 provided for comparison
- **Battalion Chief Administrative Meetings:**
  - Daily shift briefings.
  - Fire Code Technician Meeting: *Phone meetings and emails.*
  - Staff Meeting at Admin Office: *None*
  - BC Meeting at Admin Office 12/05/2024 via Zoom.
  - BOC Meeting: *None*
  - Levy Committee Meeting: *DNA.*
  - Station Visit's & Captain Meeting: *None*
  - Training Committee Meeting: *None*
- **Administrative & Assigned Duties:**
  - Telestaff Staffing & Callbacks.
  - ESO Status:
    - Monthly audit for errors and missing calls.
      - Fix errors for annual review. 19 3-digit codes corrected.
      - Annual audit completed. All calls accounted for.
    - NFIRS data report submitted
  - Completed Probationary Activities:
    - *None*
  - Fire Inspections:
    - Country Bear Estates (Diamond Point). Met with George Bailey 12/12/2024.
    - Investigate water main leak at Mains Farm. 12/2/2024.
  - Pre-Fire Plans
    - Active 911 updating of PFP is ongoing. *Including Knox Locations now.*
    - Teach PFP Program to crews.



- Prevention Activities
  - See CRR Report (December 411)
  - Santa's Toy & Food Drive.
  - CERT Food Bank Handout:
  - Parkwood PERT Fire Extinguisher Training: 12/13/2024.
  - Smoke Detector Donation/Install Portside Way: 12/27/2024.
  
- Public Relations
  - Press Release for:
    - *None at this time.*
  - Social Media Posts submitted for:
    - See FaceBook.
  
- Responses.
  - *None*
  
- **A Shift Training:**
  - December Run-Review & Inservice: *Burns.*
  - 4th quarter EMS Connect & 4th quarter Fire trainings assigned.
  - Technical Rescue Team Drill. Breaching Breach of SAR.
  - Monday Night Volunteer Drill: 12/2/2024 Calling the Mayday
  
- **Planning and On-Going projects:**
  - CRR Champions meetings and agendas. **Next meeting is 1/2025.**
    - Upcoming fire prevention event coordination and scheduling.

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## Clallam County Fire District #3 CRR/Fire Prevention Activity List

2024						Incident Number		ICS 411		
Incident Name				Operational Period						
Check-In Location		<input type="checkbox"/> DNR Request	<input type="checkbox"/> State Mobilization	<input type="checkbox"/> Contract	<input type="checkbox"/> Other:	IMT-Team Deployment				
No.	Start Date/Time	Resource Name Approx. No. of Hours	CRR Activity	Activity Code	Dist. Resources Used	Total # Persons	Contact Information (Phone #)	Location of Event City and State	Press Release	Incident Assignment
1	12/2/2024	<b>Marc Lawson</b>	Santa's Fire Brigade	Rudolph	Training Engine	50+	Santa Clause	Sequim, WA		
	1700	3 Hours	CCFD#3		Van		360-460-3266			
2	12/3/2024	<b>Marc Lawson</b>	Santa's Fire Brigade	Rudolph	Training Engine	50+	Santa Clause	Sequim, WA		
	1700	3 Hours	CCFD#3		Van		360-460-3266			
3	12/4/2024	<b>Marc Lawson</b>	Santa's Fire Brigade	Rudolph	Training Engine	50+	Santa Clause	Sequim, WA		
	1700	3 Hours	CCFD#3		Van		360-460-3266			
4	12/5/2024	<b>Marc Lawson</b>	Santa's Fire Brigade	Rudolph	Training Engine	50+	Santa Clause	Sequim, WA		
	1700	3 Hours	CCFD#3		Van		360-460-3266			
5	12/6/2024	<b>Marc Lawson</b>	Santa's Fire Brigade	Rudolph	Training Engine	50+	Santa Clause	Sequim, WA		
	1700	3 Hours	CCFD#3		Van		360-460-3266			
6	12/13/2024	<b>John McKenzie</b>	Fire Extinguisher	Fire Extinguisher	Fire Extinguisher	5	John McKenzie	Sequim, WA		
	1000	1.5 Hours	Parkwood PERT Team		Prep		415-577-8331			
7	12/27/2024	<b>John McKenzie</b>	Smoke Detector	Smoke Alarm	Donated smoke	1	John McKenzie	Sequim, WA		
	1200	1.5 Hours	951 N Portside Way		Alarms to senior		415-577-8331			
8										
9										
10										
11										
12										
13										
14										



# 2023 District Incidents

## Annual Review

Code	Incident Type	# of Calls	A-Shift	B-Shift	C-Shift
<b>FIRE</b>					
1000	Miscellaneous Fire	19	5	9	5
1001	Mutual Aid/Auto Aid	5	0	4	1
1110	Structure Fire (Commercial)	0	0	0	0
1111	Structure Fire (Residential)	29	10	9	10
1140	Chimney Fire (Confined to Chimney)	3	1	1	1
1210	Fire in mobile home or RV used as a fixed residence	0	0	0	0
1220	Fire in motor home, camper, or RV	0	0	0	0
1310	Vehicle Fire	16	4	6	6
1420	Brush/Grass Fire	44	15	19	10
1421	Brush/Grass Fire from Illegal Burn	6	1	4	1
<b>EMS</b>					
3201	MIH-Community Paramedic	0	0	0	0
3210	BLS	3845	1277	1359	1263
3211	ALS	1627	521	521	558
3212	BLS-Service	904	355	279	270
3213	BLS-Service Invalid Assist	56	180	202	182
3215	ALS-CPR	9	18	2	19
3216	ALS-STEMI	15	5	4	6
3220	MVA-BLS	51	14	13	24
3221	MVA-ALS	7	8	3	9
3222	MVA Service (Refusal, No Pt, etc)	6	23	19	19
3810	TAC MED Standby	0	0	0	0
<b>RESCUE</b>					
3540	Trench Rescue	0	0	0	0
3550	Confined Space Rescue	1	1	0	0
3560	Rope/High Angle Rescue	1	0	1	0
3610	Surface Water Rescue	1	0	0	1
3630	Swiftwater Rescue	2	1	1	0
<b>HAZARD</b>					
4220	Hazardous Material with a spill or release	8	0	4	4
4420	Overheated Equipment (Motor/Wiring)	5	2	2	1
4440	Power Line Down	9	4	2	3
<b>SERVICE</b>					
5000	Service Call-Other	141	36	52	53
5100	Service Call-Olympic Ambulance ONLY	100	24	32	44
5500	Service Call-Smoke, water, etc.	65	18	26	21
5610	Illegal Burning	55	21	14	20
<b>CANCEL/BURN</b>					
6110	Dispatched & Cancelled Enroute	226	78	58	90
6111	Dispatched & Unable to Locate Call	23	8	9	6
6112	Dispatch Error	125	49	38	38
6220	No Incident found at dispatch address	161	38	47	76
6310	Smoke Complaint/Controlled Burning	139	60	48	31
6710	Hazardous Materials-NO spill or Release	10	4	2	4
<b>ALARM</b>					
7100	False Alarm-Activated by a Person	78	19	24	35
7300	False Alarm-System Malfunction	56	20	21	15
7400	Alarm System Activation-NO FIRE	47	23	5	19
7460	Carbon Monoxide Detector Activation-NO CO	7	4	0	3
7461	Carbon Monoxide Detector Activation -WITH CO	3	0	1	2
<b>MISC</b>					
9001	Dispatch Test	4	0	3	1
9002	General Alarm	0	0	0	0
9003	Training Activity	0	0	0	0



# 2023 District Incidents

## Annual Review



Code	Incident Type	# of Calls	Station 31	Station 32	Station 33	Station 34	Station 35	Station 36	Station 37
<b>FIRE</b>									
1000	Miscellaneous Fire	19	-	-	2	17	-	-	-
1001	Mutual Aid/Auto Aid	5	-	-	2	2	-	-	1
1110	Structure Fire (Commercial)	-	-	-	-	-	-	-	-
1111	Structure Fire (Residential)	29	3	4	7	10	2	-	3
1140	Chimney Fire (Confined to Chimney)	3	-	2	1	-	-	-	-
1210	Fire in mobile home or RV used as a fixed residence	-	-	-	-	-	-	-	-
1220	Fire in motor home, camper, or RV	-	-	-	-	-	-	-	-
1310	Vehicle Fire	16	-	4	3	5	-	-	4
1420	Brush/Grass Fire	44	4	2	15	17	1	2	3
1421	Brush/Grass Fire from Illegal Burn	6	-	-	3	1	-	-	2
	<b>Totals</b>	<b>122</b>	<b>7</b>	<b>12</b>	<b>33</b>	<b>52</b>	<b>3</b>	<b>2</b>	<b>13</b>
<b>EMS</b>									
3201	MIH-Community Paramedic	-	-	-	-	-	-	-	-
3210	BLS	3,845	79	152	698	2,607	61	10	238
3211	ALS	1,627	30	56	331	1,071	25	5	109
3212	BLS-Service	904	18	32	111	698	4	2	37
3213	BLS-Service Invalid Assist	564	26	39	-	360	9	6	30
3215	ALS-CPR	59	1	1	8	40	1	-	8
3216	ALS-STEMI	15	1	-	4	8	1	-	1
3220	MVA-BLS	51	-	4	14	-	2	-	9
3221	MVA-ALS	20	1	2	3	8	1	-	5
3222	MVA Service (Refusal, No Pt, etc)	61	-	8	24	21	1	1	4
3810	TAC MED Standby	-	-	-	-	-	-	-	-
	<b>Totals</b>	<b>7,146</b>	<b>158</b>	<b>177</b>	<b>1,289</b>	<b>4,835</b>	<b>105</b>	<b>24</b>	<b>441</b>
<b>RESCUE</b>									
3540	Trench Rescue	-	-	-	-	-	-	-	-
3550	Confined Space Rescue	-	-	-	1	-	-	-	-
3560	Rope/High Angle Rescue	1	-	-	-	1	-	-	-
3610	Surface Water Rescue	1	-	-	-	-	-	-	1
3630	Swiftwater Rescue	2	-	-	-	1	-	-	1
	<b>Totals</b>	<b>5</b>	<b>-</b>	<b>-</b>	<b>1</b>	<b>2</b>	<b>-</b>	<b>-</b>	<b>2</b>
<b>HAZARD</b>									
4220	Hazardous Material with a spill or release	-	-	-	3	3	-	-	2
4420	Overheated Equipment (Motor/Wiring)	5	-	-	-	3	1	-	1
4440	Power Line Down	9	-	-	1	3	2	-	3
	<b>Totals</b>	<b>22</b>	<b>-</b>	<b>-</b>	<b>4</b>	<b>9</b>	<b>3</b>	<b>-</b>	<b>6</b>
<b>SERVICE</b>									
5000	Service Call-Other	141	5	3	14	110	-	-	9
5100	Service Call-Olympic Ambulance ONLY	100	1	5	17	73	3	-	1
5500	Service Call-Smoke, water, etc.	65	4	6	18	32	3	-	2
5610	Illegal Burning	55	5	6	13	24	3	-	4
	<b>Totals</b>	<b>361</b>	<b>15</b>	<b>20</b>	<b>62</b>	<b>239</b>	<b>9</b>	<b>-</b>	<b>16</b>
<b>CANCEL/BURN</b>									
6110	Dispatched & Cancelled Enroute	226	8	21	40	134	3	-	20
6111	Dispatched & Unable to Locate Call	23	1	3	5	9	-	-	5
6112	Dispatch Error	125	-	3	3	116	1	-	2
6220	No incident found at dispatch address	161	10	8	31	97	4	2	9
6310	Smoke Complaint/Controlled Burning	139	9	14	41	55	7	4	9
6710	Hazardous Materials-NO spill or Release	10	1	-	2	7	-	-	-
	<b>Totals</b>	<b>684</b>	<b>29</b>	<b>49</b>	<b>122</b>	<b>418</b>	<b>15</b>	<b>6</b>	<b>45</b>
<b>ALARM</b>									
7100	False Alarm-Activated by a Person	78	5	3	19	49	-	-	2
7300	False Alarm-System Malfunction	56	-	9	3	42	1	-	1
7400	Alarm System Activation-NO FIRE	47	1	2	7	34	-	-	3
7460	Carbon Monoxide Detector Activation-NO CO	7	-	1	2	2	-	-	2
7461	Carbon Monoxide Detector Activation -WITH CO	3	-	1	-	1	1	-	-
	<b>Totals</b>	<b>191</b>	<b>6</b>	<b>16</b>	<b>31</b>	<b>128</b>	<b>2</b>	<b>-</b>	<b>8</b>
<b>MISC</b>									
9001	Dispatch Test	4	-	-	1	3	-	-	-
9002	General Alarm	-	-	-	-	-	-	-	-
9003	Training Activity	-	-	-	-	-	-	-	-
	<b>Totals</b>	<b>4</b>	<b>-</b>	<b>-</b>	<b>1</b>	<b>3</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Annual Call Total (Minus MISC):</b>		<b>8,531</b>							



# 2024 District Incidents

Code	Incident Type	# of Calls	A-Shift	B-Shift	C-Shift
<b>FIRE</b>					
1000	Miscellaneous Fire	12	4	5	3
1001	Mutual Aid/Auto Aid	6	0	4	2
1110	Structure Fire (Commercial)	3	3	0	0
1111	Structure Fire (Residential)	25	9	6	10
1140	Chimney Fire (Confined to Chimney)	5	3	2	0
1210	Fire in mobile home or RV used as a fixed residence	3	1	1	1
1220	Fire in motor home, camper, or RV	2	1	1	0
1310	Vehicle Fire	16	5	5	6
1420	Brush/Grass Fire	20	8	9	3
1421	Brush/Grass Fire from Illegal Burn	3	1	1	1
<b>EMS</b>					
3201	MIH-Community Paramedic	118	31	42	45
3210	BLS	3769	1177	1356	1241
3211	ALS	1830	571	593	592
3212	BLS-Service	1123	375	318	430
3213	BLS-Service Invalid Assist	516	158	201	157
3215	ALS-CPR	76	19	11	13
3216	ALS-STEMI	14	1	6	7
3220	MVA-BLS	69	23	26	20
3221	MVA-ALS	17	8	5	14
3222	MVA Service (Refusal, No Pt, etc)	83	20	26	41
3810	TAC MED Standby	0	0	0	0
<b>RESCUE</b>					
3540	Trench Rescue	0	0	0	0
3550	Confined Space Rescue	0	0	0	0
3560	Rope/High Angle Rescue	1	1	0	0
3610	Surface Water Rescue	3	1	2	0
3630	Swiftwater Rescue	0	0	0	0
<b>HAZARD</b>					
4220	Hazardous Material with a spill or release	5	2	0	3
4420	Overheated Equipment (Motor/Wiring)	5	0	4	1
4440	Power Line Down	20	4	7	9
<b>SERVICE</b>					
5000	Service Call-Other	218	70	85	63
5100	Service Call-Olympic Ambulance ONLY	112	34	37	41
5500	Service Call-Smoke, water, etc.	84	30	25	29
5610	Illegal Burning	67	21	31	15
<b>CANCEL/BURN</b>					
6110	Dispatched & Cancelled Enroute	252	102	86	64
6111	Dispatched & Unable to Locate Call	30	18	6	6
6112	Dispatch Error	157	47	50	60
6220	No Incident found at dispatch address	197	58	81	58
6310	Smoke Complaint/Controlled Burning	103	28	44	31
6710	Hazardous Materials-NO spill or Release	6	3	1	2
<b>ALARM</b>					
7100	False Alarm-Activated by a Person	70	39	21	10
7300	False Alarm-System Malfunction	77	17	39	21
7400	Alarm System Activation-NO FIRE	62	24	14	24
7460	Carbon Monoxide Detector Activation-NO CO	5	2	3	0
7461	Carbon Monoxide Detector Activation -WITH CO	3	1	1	1
<b>MISC</b>					
9001	Dispatch Test	15	5	4	6
9002	General Alarm	3	1	1	1
9003	Training Activity	0	0	0	0



# 2024 District Incidents

## Annual Review



Code	Incident Type	# of Calls	Station 31	Station 32	Station 33	Station 34	Station 35	Station 36	Station 37
<b>FIRE</b>									
1000	Miscellaneous Fire	12	2	1	2	6	-	-	1
1001	Mutual Aid/Auto Aid	6	-	1	3	2	-	-	-
1110	Structure Fire (Commercial)	3	-	-	-	3	-	-	-
1111	Structure Fire (Residential)	25	1	3	4	14	2	-	1
1140	Chimney Fire (Confined to Chimney)	5	1	-	4	-	-	-	-
1210	Fire in mobile home or RV used as a fixed residence	3	-	-	1	2	-	-	-
1220	Fire in motor home, camper, or RV	2	-	1	-	-	-	-	1
1310	Vehicle Fire	16	1	-	3	9	1	-	2
1420	Brush/Grass Fire	20	1	1	9	5	1	1	2
1421	Brush/Grass Fire from Illegal Burn	3	-	-	2	1	-	-	-
	<b>Totals</b>	<b>95</b>	<b>6</b>	<b>7</b>	<b>28</b>	<b>42</b>	<b>4</b>	<b>1</b>	<b>7</b>
<b>EMS</b>									
3201	MIH-Community Paramedic	118	1	1	26	85	1	-	4
3210	BLS	3,769	122	168	650	2,537	55	10	227
3211	ALS	1,830	81	91	306	1,212	28	5	107
3212	BLS-Service	1,123	31	35	157	835	16	-	48
3213	BLS-Service Invalid Assist	516	25	35	156	322	10	2	18
3215	ALS-CPR	46	1	2	13	25	-	-	5
3216	ALS-STEMI	14	-	1	4	7	-	1	1
3220	MVA-BLS	69	1	0	16	52	-	-	9
3221	MVA-ALS	27	1	2	6	7	1	-	10
3222	MVA Service (Refusal, No Pt, etc)	87	-	11	16	37	6	1	13
3810	TAC MED Standby	-	-	-	-	-	-	-	-
	<b>Totals</b>	<b>7,599</b>	<b>266</b>	<b>297</b>	<b>1,299</b>	<b>5,100</b>	<b>117</b>	<b>19</b>	<b>442</b>
<b>RESCUE</b>									
3540	Trench Rescue	-	-	-	-	-	-	-	-
3550	Confined Space Rescue	-	-	-	-	-	-	-	-
3560	Rope/High Angle Rescue	1	-	-	-	1	-	-	-
3610	Surface Water Rescue	3	1	-	1	-	1	-	-
3630	Swiftwater Rescue	-	-	-	-	-	-	-	-
	<b>Totals</b>	<b>4</b>	<b>1</b>	<b>-</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>-</b>	<b>-</b>
<b>HAZARD</b>									
4220	Hazardous Material with a spill or release	-	-	-	1	4	-	-	-
4420	Overheated Equipment (Motor/Wiring)	5	-	-	4	1	-	-	-
4440	Power Line Down	20	1	3	3	6	1	-	6
	<b>Totals</b>	<b>30</b>	<b>1</b>	<b>3</b>	<b>8</b>	<b>11</b>	<b>1</b>	<b>-</b>	<b>6</b>
<b>SERVICE</b>									
5000	Service Call-Other	218	6	11	45	145	2	-	9
5100	Service Call-Olympic Ambulance ONLY	112	-	4	13	90	2	-	3
5500	Service Call-Smoke, water, etc.	84	1	6	10	54	2	1	10
5610	Illegal Burning	67	5	7	21	26	3	2	3
	<b>Totals</b>	<b>481</b>	<b>12</b>	<b>28</b>	<b>89</b>	<b>315</b>	<b>9</b>	<b>3</b>	<b>25</b>
<b>CANCEL/BURN</b>									
6110	Dispatched & Cancelled Enroute	252	10	29	51	127	8	2	25
6111	Dispatched & Unable to Locate Call	30	2	3	5	16	1	1	2
6112	Dispatch Error	157	-	6	9	136	1	-	5
6220	No incident found at dispatch address	197	4	10	43	125	2	-	13
6310	Smoke Complaint/Controlled Burning	103	11	13	19	32	10	1	17
6710	Hazardous Materials-NO spill or Release	6	-	-	1	5	-	-	-
	<b>Totals</b>	<b>745</b>	<b>27</b>	<b>61</b>	<b>128</b>	<b>441</b>	<b>22</b>	<b>4</b>	<b>62</b>
<b>ALARM</b>									
7100	False Alarm-Activated by a Person	70	1	4	14	48	2	-	1
7300	False Alarm-System Malfunction	77	-	4	19	51	-	-	3
7400	Alarm System Activation-NO FIRE	62	1	2	13	40	1	-	5
7460	Carbon Monoxide Detector Activation-NO CO	5	1	-	-	1	2	-	1
7461	Carbon Monoxide Detector Activation -WITH CO	3	-	-	1	2	-	-	-
	<b>Totals</b>	<b>217</b>	<b>3</b>	<b>10</b>	<b>47</b>	<b>142</b>	<b>5</b>	<b>-</b>	<b>10</b>
<b>MISC</b>									
9001	Dispatch Test	15	-	-	5	10	-	-	-
9002	General Alarm	3	-	-	-	3	-	-	-
9003	Training Activity	-	-	-	-	-	-	-	-
	<b>Totals</b>	<b>18</b>	<b>-</b>	<b>-</b>	<b>5</b>	<b>13</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Annual Call Total (Minus MISC):</b>		<b>9,171</b>							



# Clallam County Fire District 3

*Motto: Serve, Respect, Prevent, Protect*



## Battalion Chief's Report: 12/01/2024 - 12/31/2024

Prepared by: Stefanie Anderson  
Battalion Chief - B shift  
BC of Training

### ▪ Battalion Chief Administrative Meetings:

- Daily shift meetings
- BC/Chief's Meeting at Administrative Office 12/05/2024
- Commissioners Meeting at TOC 12/17/2024

### ▪ Administrative/Training Duties:

- Telestaff Staffing & Callbacks
- 15 December training requests submitted for upcoming classes/conferences.
- City of Sequim Disaster Drill 12/14/2024
  - Mock snow storm
  - Assigned to Operations Division
- Instructed Volunteer Drill- 12/09/2024
  - ITAC review and scenarios
- Training Committee Meeting 12/11/2024
  - PSE Updates
  - Recap of Extrication Training
  - 2025 Budget
  - Training Ground Update
  - 2025 Training Delivery Plan
- IFSAC Evaluator for Firefighter 1 skills- 12/14/2024
  - Training Grounds
  - Clallam County Fire Academy recruits
- B shift to A shift Probationary Firefighter Pass Down meeting 12/27/2024
- Meeting with FF Kroh regarding final sign off's for Acting Captain Task Book 12/28/2024
  - On schedule to finalize book and complete review board January 2025



▪ **B Shift Training/Activity:**

- B shift Officer Training w/ Volunteer FF Jacobs 12/04/2024
- Multi Company Operations Drill 12/11/2024
- Structural Collapse Training- Online & Practical 12/16/2024
- Food Bank Delivery from Santa Toy & Food Drive 12/17/2024
- Union Christmas Party Family Delivery 12/22/2024
- PFF Simson completed and passed Map Test #2 12/22/2024
- Ladder Truck Drive Time
- B shift training 1 probationary firefighter- Simson
- Fire/EMS training as assigned in Target Solutions

▪ **Planning and On-Going projects:**

- Continuing process to host NFA classes
- Communication with the state regarding overdue certification
- Continue to improve Target Solutions assignments with AA Coleman
- Revising probationary book with AA Coleman
- Communicate with Probationary FF's regarding expectations and process
- Frequent meetings with Volunteer Coordinator Leering
- Discussions with Volunteer Coordinator Leering regarding future training
- Reviewing Target Solutions completion status
- Ongoing validation of Target Solutions assignments completed by members

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Jeffrey Nicholas

Michael Mingee

Bill Miano

**Commissioners**

Justin Grider, Fire Chief

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## Battalion Chief's Report: 12/31/2024

Prepared by: Elliott C Jones, **C-Platoon**

- o Community Paramedic (CP) Update:
  - o Since the CP has gone live, CCFD3 has responded to 3156 calls for service in the last 4 months. When broken down, CCFD3 runs on average 1.05 calls/hour (this also works out to approximately the same average for the entire year [988 Calls for Service {CFS's / 365 = 25.17 calls/day or 1.05 calls/hour}]).
  - o As a solo and specialized resource, the CP has been covering, on average, 35% of the CFSs generated within the 10-hour window that the MIH CP office provides. This includes 911, LAU, MIH-specific, assisting other crews, and covering for training.

### Squad 24- MIH-Community Paramedicine

December 2024 update

Total CFS (YTD) for CP office	258
CFS from Dec.1- Dec.31	61
Average ( <u>dispatched</u> ) calls per day	3.9
Fire calls	2
911 assist/CPR calls	16
High Utilizers identified	5
Letters sent to High Utilizers	1
High Utilizers reduced	2

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Clallam County Fire District 3 provides Emergency Medical Services, Fire Suppression and all Hazard mitigation from three fire stations staffed 24/7/365 with Firefighters, EMT's and Paramedics and three fire stations that are served by our Volunteer members year-round to the communities of Gardiner, Diamond Point, Blyn, Jamestown S'Klallam Tribe, Lost Mountain, Happy Valley, Sequim, Dungeness, Carlsborg, Agnew, Blue Mountain, O'Brien, R Corner, and all points in between, North and South.



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2024 Totals	September	October	November	December	2024 totals
Total CFS	57	151	197	258	258
CFS from month to month	57	83	57	61	201
Average Dispatched calls per day		5	3.8	3.9	4.23
Fire calls		2	0	2	2
High Utilizers ID'd		7	7	16	30
Letters sent		1	2	5	8
911 assist/CPR calls				1	9
High Utilizers reduced				2	5

Transports by CCFD3		
2024		2023
19	January	3
24	February	3
13	March	5
5	April	7
11	May	5
1	June	4
3	July	7
25	August	11
36	September	26
22	October	24
15+2	November	2
27	December	12
238	Total	110
<b>+116.36%</b>	<b>Increase</b>	

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Justin Grider, Fire Chief

## December 2024

### Transport Breakdown

Transport Disposition	Total Records	Percentage of Records
No Transport	113	22%
Non-Patient Transport (Not Otherwise Listed)	1	0%
Patient Refused Transport	67	13%
Transport by Another EMS Unit	189	37%
Transport by Another EMS Unit, with a Member of This Crew	103	23%
Transport by This EMS Unit (This Crew Only)	26	5%
Transport by This EMS Unit, with a Member of Another Crew	1	0%
<b>Grand Total</b>	<b>517</b>	<b>100%</b>

Jan 1-Dec 31, 2024

### Transport Breakdown

Transport Disposition	Total Records	Percentage of Records
No Transport	1,317	23%
Non-Patient Transport (Not Otherwise Listed)	6	0%
Patient Refused Transport	636	11%
Transport Unknown	2	0%
Transport by Another EMS Unit	2,148	37%
Transport by Another EMS Unit, with a Member of This Crew	1,362	24%
Transport by This EMS Unit (This Crew Only)	221	4%
Transport by This EMS Unit, with a Member of Another Crew	17	0%
N/A	22	0%
<b>Grand Total</b>	<b>5,731</b>	<b>100%</b>

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- 
- Battalion Chief Administrative Meetings:
    - Conducted daily shift meetings
    - Participation in staff meetings
    - Attended BC/Chief's Meetings at the administrative office
    - Continuation of Probationary FF training
  - EMS Administrative Duties:
    - EMS Council
    - New MPD Paramedic Exam approved by Doctor Craven (Live January 2025)
    - Completion of EMS audit of December Narcotics: Zero Errors
    - 2024 Narcotics Audit to start January 2025
    - No meetings with Olympic Ambulance
  - EMS Education:
    - EMS Skill Sheets- completed
    - 4<sup>th</sup> quarter EMS OTEP audit begun
    - 1<sup>st</sup> quarter OTEP needs adjustment (late start) as the vendor did not provide an accurate syllabus
    - Annual 2025 OTEP completed calendar preparation (redesign in process)
  - Planning and Ongoing projects:
    - Collaboration with SDHG for Ultrasound for Community Paramedic (operational Jan 2025)
    - SDHG cancer screening completed (**waiting on final numbers of participants**)
    - QA/QI on all STEMIs and trauma cases completed for December
  - Continuing Education/Training:
    - Completion of Vector Solutions monthly & Q4 quarterly requirements.
    - Audit of 2024 EMS OTEP & Run Review to start Jan 2025
    - Participation in EMSConnect for continuing education.

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CLALLAM COUNTY FIRE DISTRICT 3

Agenda Bill No. 1

Board of Commissioners meeting **1/21/2025**

**To:** Board of Commissioners

**From:** Justin Grider, Fire Chief

**Subject:** 2025-01 – MOU for Acting Battalion Chiefs

**Recommendation:** To approve MOU as presented.

**Background:** In 2023, the District introduced the role of Battalion Chiefs. To accommodate this organizational change, a Memorandum of Understanding (MOU) was established to allow for Acting Battalion Chiefs. This MOU included a sunset date aligned with the expiration of the current Collective Bargaining Agreement (CBA). With the MOU set to expire on December 31, 2024, and a new CBA not yet ratified, staff and the Union are proposing a new MOU to bridge the gap. This proposal ensures that acting personnel can continue to fill the Battalion Chief position while negotiations for the upcoming contract are underway. The new MOU is set to sunset on June 30, 2025.

**Discussion:** TBD

**Attachments:** 2025-01 – MOU for Acting Battalion Chiefs

**Fiscal Considerations:** If an actor is used, there will be an additional \$100 for the actors stipend for that shift.

**Impact to the Community:** The proposed MOU ensures continuity of leadership and operational readiness. This stability enhances emergency response, supports staff morale, and reinforces public trust in the District's ability to safeguard the community.



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Mike Mingee

**Commissioners**

Justin Grider, Fire Chief

### **Memorandum of Understanding** Acting Battalion Chief's Qualifications - EXTENSION **2025-01**

This Memorandum of Understanding (MOU) is entered into between Clallam County Fire District 3 (District) and Local 2933 (IAFF).

**WHEREAS** the District and IAFF agree to add provisions for an Acting Battalion Chief.

**WHEREAS** the District and IAFF are currently in negotiations for a new CBA, and agree that an extension of this MOU is needed for six (6) months starting January 1, 2025 for Section 28.5 – Acting Battalion Chief Qualifications.

**NOW, THEREFORE**, it is agreed by and between the District and IAFF that Article 12.1 and 28.5 of the current collective bargaining agreement shall be modified as follows.

#### **Section 12.1**

**Acting Battalion Chief:** will be paid a stipend of \$100 for each 24-hour shift worked as an Acting Battalion Chief.

#### **Section 28.5:**

**Acting Battalion Chief Qualifications:** To be eligible to serve as an Acting Battalion Chief, the employee must have successfully completed the Acting Battalion Chief taskbook and meet all of the requirements set forth in section 9.1 excluding subsections (D). From the period of ratification of this contract through June 30, 2025, all candidates who successfully completed the competitive testing process as outlined in Section 9.1 (D) of the Battalion Chief contract as well as be continually making progress towards completion of the Acting Battalion Chief taskbook as determined by the Operations Chief shall be allowed to act as an Acting Battalion Chief.

This MOU is effective when signed by the parties.

Dated this 21<sup>st</sup> Day of January 2025.

\_\_\_\_\_  
Jeff Nicholas  
Fire Commissioner, Chairman

\_\_\_\_\_  
Bo Pinnell  
President, Local 2933



CLALLAM COUNTY FIRE DISTRICT 3

Agenda Bill No. 2

Board of Commissioners meeting **01/21/2025**

**To:** Board of Commissioners

**From:** Justin Grider, Fire Chief

**Subject:** 2025 – Goal Setting

**Recommendation:** None

**Background:** Commissioner Mingee emailed the Board and staff with some agenda ideas for 2025 goals and asked to discuss this at the 1/7/2025 Board Meeting. The group then decided to add it to the agenda for 1/21/2025 and set the goals during this meeting.

**Discussion:** TBD

**Attachments:** FM Shaw added four attachments with financial information to help guide the discussion.

**Fiscal Considerations:** TBD

**Impact to the Community:** It is in the best interest of the District and the community for the Board of Commissioners to establish goals, ensuring that expectations are addressed promptly and effectively.



**City of Sequim Tax Increment Area/Tax Increment Financing Preliminary Data  
01.16.2025**

Market Value	\$ 187,137,875
Appraised Value	\$ 186,835,139
General Levy Taxes Collected in 2025 at Est Rate - \$1.11437	\$ 208,203
EMS Levy Taxes Collected in 2025 at Est Rate - \$0.35232	\$ 65,826
Total Estimated Property Taxes Collected in 2025	<u>\$ 274,029</u>

Estimated Annual Increase in Appraised Value	2%
Estimated Number of Years in TIA/TIF	25
Estimated Average Tax Levy (General & EMS)	\$1.70
Property Tax Diverted to City of Sequim With No Significant Development	<b>\$ 3,526,194</b>

Estimated Annual Increase in Appraised Value	10%
Estimated Number of Years in TIA/TIF	25
Estimated Average Tax Levy (General & EMS)	\$1.70
Property Tax Diverted to City of Sequim With \$1.8B in Development	<b>\$ 27,509,933</b>

Estimated Annual Increase in Appraised Value	5%
Estimated Number of Years in TIA/TIF	25
Estimated Average Tax Levy (General & EMS)	\$1.70
Property Tax Diverted to City of Sequim With \$46 Million in Development	<b>\$ 9,066,291</b>

DRAFT





**Property Tax Budget, Levy Certification, and Collection  
2020-2025**

	2020	2021	2022	2023	2024	2025	Average
<b>General Maintenance &amp; Operations Levy</b>							
Property Tax Certification	8,111,268.31	8,314,507.27	9,000,399.30	9,964,094.18	10,522,485.36	10,720,544.51	
Property Tax Budget	8,023,838.61	8,196,896.81	8,870,000.00	9,850,000.00	10,294,726.00	10,512,599.00	
Property Tax Collected	8,049,230.67	8,283,113.76	8,888,858.29	9,894,281.63	10,494,007.60	-	
Property Tax Collected Over Budgeted	0.3%	1.1%	0.2%	0.4%	1.9%		0.8%
Property Tax Certified Over Collected	0.8%	0.4%	1.1%	0.7%	0.3%		0.7%
Property Tax Certified Over Budgeted	1.1%	1.4%	1.3%	1.1%	2.2%	1.9%	1.5%
<b>EMS Levy</b>							
Property Tax Certification	2,446,130.39	3,113,036.22	3,215,486.58	3,214,278.84	3,344,402.37	3,406,790.23	
Property Tax Budget	2,411,724.73	3,043,036.22	3,120,000.00	3,200,000.00	3,311,074.00	3,340,001.00	
Property Tax Collected	2,424,717.08	3,089,524.32	3,061,994.17	3,254,514.75	3,339,930.21	-	
Property Tax Collected Above Budget	0.5%	1.5%	1.0%	1.7%	0.9%		1.1%
Property Tax Certified vs Collected	0.9%	0.4%	1.7%	0.6%	0.1%		0.8%
Property Tax Certified vs Budgeted	1.4%	2.0%	2.7%	2.3%	1.0%	2.0%	1.9%

**Findings:**

Budgeting at 99% of the levy certification instead of near 98% results in more revenue for the District budget and more closely matches the actual revenue collected. In 2025, the District could have budgeted an additional \$1,135,461.