

Service Driven Through Excellence and Innovation



UNITY - COMPASSION - INTEGRITY - COURAGE - HONOR

Board of Commissioners' Meeting

December 17, 2024



Clallam County Fire District 3

323 N Fifth Ave., Sequim, Washington 98382

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

www.ccf3.org

Jeffrey Nicholas

Michael Mingee

Bill Miano

Commissioners

Justin Grider, Fire Chief

Board of Commissioners Meeting Agenda

December 17, 2024

Call to Order

Pledge of Allegiance

Changes to the Agenda

Public Comment

Consent Agenda:

- 1.) Regular Meeting Minutes, December 3, 2024
- 2.) Payroll and Claims
- 3.) WFCOA Annual Application
- 4.) Letter of Appreciation

Regular Business:

Reports – Battalion Chief’s Reports

Agenda Bill 1: Firefighter MOU 2024-03

Agenda Bill 2: City of Sequim’s Notice of TIA

Good of the Order –

Levy Committee Update – Commissioner Nicholas and Chief Grider

TECC/Sheriff Meeting - 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

December 3, 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, and Bill Miano, Chief Justin Grider, Deputy Chief Hudson, District Secretary Lori Coleman, Finance Manager Misty Shaw, Admin Assistant Caity Karapostoles, CP Karjalainen, Maintenance Supervisor Tharin Huisman, and citizens Mel Fisher and Duane Chamlee.

Changes to the Agenda – None

PUBLIC COMMENT – None

CONSENT AGENDA

- 1.) Regular Meeting Minutes, November 19, 2024
- 2.) Volunteer Pay in the amount of \$1,510.00.

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

Fire Chief's Reports – Chief Grider reported:

- ST 36 has sold.
- Continues to meet with the City Manager Matt Huish on a regular basis for Emergency Management.
- Chief Hudson continues represent the District at PenCom Advisory Board meetings.
- In negotiations with the Fire fighter and BC contracts and finished mediation for the Maintenance contract, hoping to bring it to the next meeting for approval.
- Continue to keep an eye on community growth through the City and County.
- Continue to implement changes driven by the recent software audit.

Agenda Bill 1: 2023 SAO Exit Packet – Finance Manager Misty Shaw reported that the 2023 audit has closed and she included final audit details in the packet. The 2023 audit was primarily focused on accountability and financial reviews. The audit was found to be clean although there a few recommendations for best practices, but no exit items or findings were delivered. **INFORMATION ONLY, NO ACTION REQUESTED.**

Agenda Item 2: DNR Agreement Extension – Chief Grider reported that this is simply a repeat contract with an extension due to the fact that a updated contract is not ready; this will be forthcoming. Commissioner Miano moved, and commissioner Nicholas seconded to authorize Chief Grider to sign the contract extension. **MOTION CARRIED.**

GOOD OF THE ORDER –

- Commissioner Nicholas reported that the Levy Committee meets this week, and that there have been positive news articles and social media posts about the District recently.
- Chief Grider reported that he met with reporter Matt Nash last week and they had a great discussion about the state of the District.

EXECUTIVE SESSION

Chairman Nicholas called for an Executive Session beginning at 1:17 p.m., expected to last for forty four (44) 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, and Miano, Fire Chief Justin Grider, Deputy Chief Tony Hudson and Misty Shaw. At 1:46 p.m. Commissioner Nicholas excused Misty Shaw. At 2:00pm Commissioner Nicholas extended the meeting an additional twenty (20) minutes. At 2:20 Commissioner Nicholas called the meeting back into Regular Session. No decisions were reached during the Executive Session.

NEXT MEETINGS –

12/17/2024 – Regular Board Meeting

ADJOURNMENT

Commissioner Nicholas called for adjournment at 2:20 p.m.

Jeffrey Nicholas, Chairman

Michael Mingee, Vice Chairman

Bill Miano, Commissioner

Attest: _____
Lori Coleman, District Secretary



CLALLAM COUNTY FIRE DISTRICT 3

Agenda Bill No: Consent 2

Subject: Approval of Claims and Payroll for the period ending Tuesday, December 17, 2024

Attachments: Accounts Payable Claims and Payroll Registers

Date: Tuesday, December 17, 2024

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 Monthly Draw and Quarterly Volunteer Points dated:		November 25, 2024
Totaling:	\$	21,041.75
Payroll EFTs and IRS Deposit for Monthly Payroll dated:		December 10, 2024
Totaling:	\$	906,433.59
Accounts Payable Claim Numbers:		112452-112518
dated:		November 19, 2024
Totaling:	\$	455,503.42
Total Accounts Payable Claims and Payroll:	\$	<u>1,382,978.76</u>

Recommended

Action: Recommended Motion:

Move to approve EFT's and Accounts Payable Claim Numbers: 112452-112518

For a Disbursement Grand Total of: \$ 1,382,978.76

CHECK REGISTER

Clallam County FD 3

Time: 11:37:55 Date: 12/04/2024

12/10/2024 To: 12/10/2024

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2186	12/10/2024	Payroll	2	EFT		10,260.06	November 2024 Payroll
2187	12/10/2024	Payroll	2	EFT		11,969.21	November 2024 Payroll
2188	12/10/2024	Payroll	2	EFT		19,986.89	November 2024 Payroll
2189	12/10/2024	Payroll	2	EFT		4,304.49	November 2024 Payroll
2190	12/10/2024	Payroll	2	EFT		13,053.79	November 2024 Payroll
2191	12/10/2024	Payroll	2	EFT		3,102.40	November 2024 Payroll
2192	12/10/2024	Payroll	2	EFT		8,786.38	November 2024 Payroll
2193	12/10/2024	Payroll	2	EFT		4,591.45	November 2024 Payroll
2194	12/10/2024	Payroll	2	EFT		11,616.30	November 2024 Payroll
2195	12/10/2024	Payroll	2	EFT		9,714.32	November 2024 Payroll
2196	12/10/2024	Payroll	2	EFT		3,416.47	November 2024 Payroll
2197	12/10/2024	Payroll	2	EFT		6,022.20	November 2024 Payroll
2198	12/10/2024	Payroll	2	EFT		4,916.36	November 2024 Payroll
2199	12/10/2024	Payroll	2	EFT		7,369.51	November 2024 Payroll
2200	12/10/2024	Payroll	2	EFT		5,959.52	November 2024 Payroll
2201	12/10/2024	Payroll	2	EFT		5,578.63	November 2024 Payroll
2202	12/10/2024	Payroll	2	EFT		7,091.64	November 2024 Payroll
2203	12/10/2024	Payroll	2	EFT		13,355.88	November 2024 Payroll
2204	12/10/2024	Payroll	2	EFT		6,793.70	November 2024 Payroll
2205	12/10/2024	Payroll	2	EFT		6,274.52	November 2024 Payroll
2206	12/10/2024	Payroll	2	EFT		771.27	November 2024 Payroll
2207	12/10/2024	Payroll	2	EFT		5,946.67	November 2024 Payroll
2208	12/10/2024	Payroll	2	EFT		9,407.11	November 2024 Payroll
2209	12/10/2024	Payroll	2	EFT		4,515.79	November 2024 Payroll
2210	12/10/2024	Payroll	2	EFT		6,362.11	November 2024 Payroll
2211	12/10/2024	Payroll	2	EFT		13,547.39	November 2024 Payroll
2212	12/10/2024	Payroll	2	EFT		4,611.79	November 2024 Payroll
2213	12/10/2024	Payroll	2	EFT		9,112.92	November 2024 Payroll
2214	12/10/2024	Payroll	2	EFT		1,770.12	November 2024 Payroll
2215	12/10/2024	Payroll	2	EFT		9,272.88	November 2024 Payroll
2216	12/10/2024	Payroll	2	EFT		11,212.64	November 2024 Payroll
2217	12/10/2024	Payroll	2	EFT		9,175.90	November 2024 Payroll
2218	12/10/2024	Payroll	2	EFT		6,905.67	November 2024 Payroll
2219	12/10/2024	Payroll	2	EFT		8,957.27	November 2024 Payroll
2220	12/10/2024	Payroll	2	EFT		8,068.97	November 2024 Payroll
2221	12/10/2024	Payroll	2	EFT		7,020.93	November 2024 Payroll
2222	12/10/2024	Payroll	2	EFT		2,599.21	November 2024 Payroll
2223	12/10/2024	Payroll	2	EFT		8,214.86	November 2024 Payroll
2224	12/10/2024	Payroll	2	EFT		6,021.86	November 2024 Payroll
2225	12/10/2024	Payroll	2	EFT		6,078.10	November 2024 Payroll
2226	12/10/2024	Payroll	2	EFT		2,897.31	November 2024 Payroll
2227	12/10/2024	Payroll	2	EFT		590.93	November 2024 Payroll
2228	12/10/2024	Payroll	2	EFT		734.00	November 2024 Payroll
2229	12/10/2024	Payroll	2	EFT		5,310.02	November 2024 Payroll
2230	12/10/2024	Payroll	2	EFT		1,174.40	November 2024 Payroll
2231	12/10/2024	Payroll	2	EFT		6,048.86	November 2024 Payroll
2232	12/10/2024	Payroll	2	EFT		5,632.10	November 2024 Payroll
2233	12/10/2024	Payroll	2	EFT		8,433.77	November 2024 Payroll
2234	12/10/2024	Payroll	2	EFT		6,775.90	November 2024 Payroll
2235	12/10/2024	Payroll	2	EFT		5,149.64	November 2024 Payroll
2236	12/10/2024	Payroll	2	EFT		6,339.87	November 2024 Payroll
2237	12/10/2024	Payroll	2	EFT		5,389.73	November 2024 Payroll
2238	12/10/2024	Payroll	2	EFT		6,736.43	November 2024 Payroll
2239	12/10/2024	Payroll	2	EFT		8,967.96	November 2024 Payroll
2240	12/10/2024	Payroll	2	EFT		4,330.45	November 2024 Payroll
2241	12/10/2024	Payroll	2	EFT		8,378.42	November 2024 Payroll
2242	12/10/2024	Payroll	2	EFT		2,171.41	November 2024 Payroll
2243	12/10/2024	Payroll	2	EFT		11,483.79	November 2024 Payroll
2244	12/10/2024	Payroll	2	EFT		8,028.86	November 2024 Payroll
2245	12/10/2024	Payroll	2	EFT		4,842.42	November 2024 Payroll

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Clallam County FD 3

Time: 11:37:55 Date: 12/04/2024

12/10/2024 To: 12/10/2024

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2246	12/10/2024	Payroll	2	EFT		12,988.15	November 2024 Payroll
2247	12/10/2024	Payroll	2	EFT		4,855.44	November 2024 Payroll
2248	12/10/2024	Payroll	2	EFT		9,115.14	November 2024 Payroll
2249	12/10/2024	Payroll	2	EFT		7,769.31	November 2024 Payroll
2250	12/10/2024	Payroll	2	EFT		6,236.73	November 2024 Payroll
2251	12/10/2024	Payroll	2	EFT		6,853.38	November 2024 Payroll
2252	12/10/2024	Payroll	2	EFT	AFLAC - HW462	124.57	Pay Cycle(s) 12/10/2024 To 12/10/2024 - AFLAC Pre-Tax
2253	12/10/2024	Payroll	2	EFT	BENEFIT SOLUTIONS INC	3,750.00	Pay Cycle(s) 12/10/2024 To 12/10/2024 - MERP
2254	12/10/2024	Payroll	2	EFT	DEPT OF RETIREMENT SYSTEMS - DC	21,290.72	Pay Cycle(s) 12/10/2024 To 12/10/2024 - DRS Def Comp; Pay Cycle(s) 12/10/2024 To 12/10/2024 - DRS Def Comp - ROTH
2255	12/10/2024	Payroll	2	EFT	DEPT OF RETIREMENT SYSTEMS LEOFF	85,704.72	Pay Cycle(s) 12/10/2024 To 12/10/2024 - LEOFF 2
2256	12/10/2024	Payroll	2	EFT	DEPT OF RETIREMENT SYSTEMS - PERS	10,949.79	Pay Cycle(s) 12/10/2024 To 12/10/2024 - PERS2; Pay Cycle(s) 12/10/2024 To 12/10/2024 - PERS3
2257	12/10/2024	Payroll	2	EFT	DI MARTINO ASSOCIATES	4,234.71	Pay Cycle(s) 12/10/2024 To 12/10/2024 - Disability
2258	12/10/2024	Payroll	2	EFT	HRA VEBA TRUST CONTRIBUTIONS	60,616.12	Pay Cycle(s) 12/10/2024 To 12/10/2024 - HRA-VEBA; Pay Cycle(s) 12/10/2024 To 12/10/2024 - HRA-VEBA Buyout Holiday; Pay Cycle(s) 12/10/2024 To 12/10/2024 - HRA-VEBA Buyout Vac; Pay Cycle(s) 12/10/2024
2259	12/10/2024	Payroll	2	EFT	I A FF LOCAL 2933	8,100.00	Pay Cycle(s) 12/10/2024 To 12/10/2024 - Local 2933 Dues
2260	12/10/2024	Payroll		EFT	IRS	109,068.12	941 Deposit for Pay Cycle(s) 12/10/2024 - 12/10/2024
2261	12/10/2024	Payroll	2	EFT	NATIONWIDE RETIREMENT SOLUTIONS	24,399.76	Pay Cycle(s) 12/10/2024 To 12/10/2024 - Nationwide DC - Regular; Pay Cycle(s) 12/10/2024 To 12/10/2024 - Nationwide DC - ROTH
2262	12/10/2024	Payroll	2	EFT	TRUSTEED PLANS - 69943	105,223.48	Pay Cycle(s) 12/10/2024 To 12/10/2024 - WFCA PPO-100; Pay Cycle(s) 12/10/2024 To 12/10/2024 - WFCA PPO-300; Pay Cycle(s) 12/10/2024 To 12/10/2024 - WFCA PPO PLUS; Pay Cycle(s) 12/10/2024 To 12/10/2024

001 Maintenance & Operations

906,433.59

906,433.59 Payroll: 906,433.59

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Clallam County FD 3

Time: 10:50:31 Date: 11/18/2024

11/25/2024 To: 11/25/2024

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2161	11/25/2024	Payroll	2	EFT		2,082.45	November 2024 Draw
2162	11/25/2024	Payroll	2	EFT		761.39	November 2024 Draw
2163	11/25/2024	Payroll	2	EFT		1,392.60	November 2024 Draw
2164	11/25/2024	Payroll	2	EFT		1,331.92	November 2024 Draw
2165	11/25/2024	Payroll	2	EFT		486.35	November 2024 Draw
2166	11/25/2024	Payroll	2	EFT		2,201.25	November 2024 Draw
2167	11/25/2024	Payroll	2	EFT		2,365.20	November 2024 Draw
2168	11/25/2024	Payroll	2	EFT		1,499.48	November 2024 Draw
2169	11/25/2024	Payroll	2	EFT		2,274.81	November 2024 Draw
2170	11/25/2024	Payroll	2	EFT		929.98	November 2024 Draw
2171	11/25/2024	Payroll	2	EFT		2,433.60	November 2024 Draw
2172	11/25/2024	Payroll	2	EFT		1,397.43	November 2024 Draw
2173	11/25/2024	Payroll	2	EFT	IRS	1,885.29	941 Deposit for Pay Cycle(s) 11/25/2024 - 11/25/2024

001 Maintenance & Operations

21,041.75

21,041.75 Payroll:

21,041.75

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Clallam County FD 3

Time: 12:43:11 Date: 12/12/2024

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2272	12/17/2024	Claims	1	112452	A-1 AUTO PARTS, INC	5,052.03	F69 Air Filter and Parts; Parts for Stock/Supply; Oil for Generators; Kroil; F33 Brakes; F33 Parts; F33 Parts; F33 Parts Return; F76 Parts; Key Tags; Fuel Stabilizer; Consumables for Training Prop Pai
2273	12/17/2024	Claims	1	112453	ACRISURE NORTHWEST PARTNERS INSUR SVCS	1,080.00	Commercial AD&D Insurance - Policy PRCO-93923-WA10048
2274	12/17/2024	Claims	1	112454	ADVANCED DOOR SYSTEMS, INC	11,876.64	Garage Door Replacement; ST34 Door Repair
2275	12/17/2024	Claims	1	112455	ALBERT LEE INC.	6,370.62	Friggall French Door Refrigerator
2276	12/17/2024	Claims	1	112456	ALL BATTERY SALES & SERVICE, INC.	1,752.29	Batteries - 3 D2, 4 F50, 2 G33, 1 F21 Compressor
2277	12/17/2024	Claims	1	112457	THOMAS A BOCK BAGLEY CREEK OUTFITTERS	659.99	Carhartt Jackets (4) Maint Staff
2278	12/17/2024	Claims	1	112458	TIMOTHY WILLIAM DIETZ BEHAVIORAL WELLNESS RESOURCES	6,200.00	Fire Crew Stress Resiliency Training/Couples Class - March 2025
2279	12/17/2024	Claims	1	112459	BILL'S PLUMBING & SANITATION, INC.	375.00	Pumping at Shop/Classroom; Pumping at Shop/Classroom; Pumping at Shop/Classroom; Pumping at Shop/Classroom; Pumping at Shop/Classroom
2280	12/17/2024	Claims	1	112460	WIN NW, INC.	226.38	G33 Lamp on Drivers Side Front Fender - Enduris to Reimb
2281	12/17/2024	Claims	1	112461	John L Brygide, R	136.00	Meal per diem - Bauer Conference - 11.04.2024-11.08.2024
2282	12/17/2024	Claims	1	112462	CARDINAL HEALTH 112, LLC	8,512.64	Drugs & Medications; Drugs & Medications
2283	12/17/2024	Claims	1	112463	CENTURYLINK QCC	7.50	Long Distance Phone Service
2284	12/17/2024	Claims	1	112464	CENTURYLINK	1,229.39	Landline Services
2285	12/17/2024	Claims	1	112465	CHECK THE DOSE	914.76	CTD Subscription - 12.02.2024-12.01.2025
2286	12/17/2024	Claims	1	112466	CITY OF PORT ANGELES	1,644.47	Tyler Technologies Response Plan Training Travel for Trainer
2287	12/17/2024	Claims	1	112467	CITY OF SEQUIM	478.38	ST34 Water and Sewer
2288	12/17/2024	Claims	1	112468	CLALLAM COUNTY PUBLIC WORKS DEPT	218.50	Shop/Classroom Sewer; Shop/Classroom Sewer; ST33 Sewer
2289	12/17/2024	Claims	1	112469	CLALLAM COUNTY PUD	5,277.00	ST31 Electricity; ST33 Water and Electricity; ST32 Water and Electricity; ST35 Electricity; ST34 Electricity; Shop Water and Electricity; Classroom Water and Electricity; Shop/Classroom Irrigation Wat
2290	12/17/2024	Claims	1	112470	CLALLAM COUNTY SHERIFF'S OFFICE	36,028.00	2024 Public Safety Radio Network
2291	12/17/2024	Claims	1	112471	CO-OP FARM AND GARDEN, INC, THE	2,432.75	Gas/Diesel
2292	12/17/2024	Claims	1	112472	CP1, LLC	2,400.00	Admin Office Lease Ste C & E - Jan 2025
2293	12/17/2024	Claims	1	112473	ECOLUBE RECOVERY, LLC	231.50	Oil Disposal
2294	12/17/2024	Claims	1	112474	EMS CONNECT	571.50	EMS/Fire Training Subscription - Dec 2024

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2295	12/17/2024	Claims	1	112475	EMS TECHNOLOGY SOLUTIONS LLC	1,710.00	Fleet Management 09.21.2024-12.12.2024
2296	12/17/2024	Claims	1	112476	ENDURIS WASHINGTON	250.00	Deductible for Claim C10928 - F66
2297	12/17/2024	Claims	1	112477	ERIC JACOBSON	900.00	IT Consulting Services - Nov 2024
2298	12/17/2024	Claims	1	112478	FERRELLGAS	5,221.90	Shop Propane; ST35 Propane; ST31 Propane; ST31 Propane; Late Charge; Late Charge; Propane - Car Fire Training Prop; Shop Propane
2299	12/17/2024	Claims	1	112479	FIRST WATCH	5,616.00	ESO/FirstPass SaaS 12.19.2024-03.18.2025
2300	12/17/2024	Claims	1	112480	FREIGHTLINER NORTHWEST PACIFIC	673.84	F50 Parts; F50 Parts; F22 Belt Assembly; F35 Ignition Switch
2301	12/17/2024	Claims	1	112481	GUARDIAN SECURITY SYSTEMS, INC.	759.70	Alarm Monitoring - ST37, ST33, ST34 and Shop - 01.01.2025-03.31.2025
2302	12/17/2024	Claims	1	112482	HI-TECH SECURITY, INC.	1,517.50	ST34 Alarm Battery Replacement; ST34 Commercial Fire Alarm Test; ST33 Commercial Fire Alarm Test; Shop Alarm Battery Replacement; Shop Commercial Fire Alarm Test; ST37 Commercial Fire Alarm Test
2303	12/17/2024	Claims	1	112483	Elizabeth W. Homan	82.00	Meal per diem - Truck Academy Training - 11.08.2024-11.10.2024
2304	12/17/2024	Claims	1	112484	Tharin A Homan	136.00	Meal per diem - Bauer Conference - 11.04.2024-11.08.2024
2305	12/17/2024	Claims	1	112485	KROGER'S, A UGI COMPANY	22.19	WFTS - IVR Services
2306	12/17/2024	Claims	1	112486	Kolha R Konopinski	202.65	Meal per diem - Trng in Seattle - 10.27.2024-10.29.2024; Reimb Edmond to Kingston Ferry
2307	12/17/2024	Claims	1	112487	W. CURTIS & SONS	3,036.23	Structure Boots; 2 Shirts with Patches - McKenzie; Routine Annual Services on Hurst eDraulic Tools
2308	12/17/2024	Claims	1	112488	LIFE ASSIST, INC.	4,537.65	EMS Supplies; EMS Supplies; EMS Supplies
2309	12/17/2024	Claims	1	112489	MATTRESS FIRM	7,089.39	Mattresses, Box Springs, and Mattress Covers (7)
2310	12/17/2024	Claims	1	112490	MCKESSON MEDICAL SURGICAL	4,423.93	EMS Supplies; EMS Supplies; EMS Supplies; EMS Supplies - Comm Paramedic; EMS Supplies; EMS Supplies; EMS Supplies - Comm Paramedic; EMS Supplies; EMS Supplies; EMS Supplies; EMS Supplies; EMS Supplies
2311	12/17/2024	Claims	1	112491	MUNICIPAL EMERGENCY SERVICES	71,483.65	Bunker Gear (10); Bunker Gear (6)
2312	12/17/2024	Claims	1	112492	OLYMPIC DISPOSAL MURREYS DISPOSAL COMPANY, INC	880.74	Shop/Classroom Garbage and Recycling; ST37, ST33, Shop/Classroom Garbage; ST34 Garbage
2313	12/17/2024	Claims	1	112493	OLYMPIC AMBULANCE	45,736.59	EMS Transport Billing Credit - Q3 2024
2314	12/17/2024	Claims	1	112494	OLYMPIC SPRINGS, INC.	30.25	Admin Office Water

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Clallam County FD 3

Time: 12:43:11 Date: 12/12/2024

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2315	12/17/2024	Claims	1	112495	PACIFIC OFFICE EQUIPMENT, INC	757.04	ST34 Copier Repair; Copier Contract Fees - Admin - 11.01.2024-11.30.2024; Copier Contract Fees - Shop - 11.01.2024-11.30.2024; Copier Contract Fees - ST34 - 11.01.2024-11.30.2024
2316	12/17/2024	Claims	1	112496	ANTHONY PARKER	1,280.00	Rescue Systems 1 Instructor - 06.10.2024-06.11.2024
2317	12/17/2024	Claims	1	112497	PENINSULA HEAT	945.80	Trane Outdoor Unit in Server Room - Service Call
2318	12/17/2024	Claims	1	112498	PETROCARD INC.	3,783.73	Bulk Gasoline; Bulk Diesel
2319	12/17/2024	Claims	1	112499	PIONEER PROPANE, LLC	600.18	Propane - Car Fire Prop
2320	12/17/2024	Claims	1	112500	SEA-WESTERN, INC.	10,402.73	BA Compressor Parts; Hemets (16) and Particulate Blocking Hoods (10); Particulate Blocking Hoods (10)
2321	12/17/2024	Claims	1	112501	SNURE LAW OFFICE, PSC.	926.00	Legal Services - General - Nov 2024; Legal Services - General - Aug 2024
2322	12/17/2024	Claims	1	112502	SOUND PUBLISHING, INC.	165.00	CERT Ad for Safety Fair (Sound Bank Donation received to cover cost)
2323	12/17/2024	Claims	1	112503	SSCFR	250.00	Cadaver Lab - 11.04.2024-11.05.2024 - Swanberg
2324	12/17/2024	Claims	1	112504	STATE AUDITOR'S OFFICE	14,118.65	2023 Accountability & Financial Audit Fees
2325	12/17/2024	Claims	1	112505	STERICYCLE, INC	65.75	EMS Disposal Fees
2326	12/17/2024	Claims	1	112506	SUMMIT LAW GROUP	6,116.04	Legal Services - Labor & Employment Updates - 09.17.2024-09.17.2025; Legal Services - Oct 2024 - General Labor
2327	12/17/2024	Claims	1	112507	SYSTEMS FOR PUBLIC SAFETY, INC.	122,735.38	2023 F150 VIN3281 Upfitting; 2023 F150 VIN3940 Upfitting; 2023 F150 VIN3592 Upfitting
2328	12/17/2024	Claims		112508	Jacob L Stanley	82.00	Meal per diem - Truck Academy Training - 11.08.2024-11.10.2024
2329	12/17/2024	Claims	1	112509	THE RULES GUYS, LLC	750.00	My Fire Rules 01.2025-12.2025
2330	12/17/2024	Claims	1	112510	TRUE NORTH EMERGENCY EQUIPMENT	321.82	D2 Parts
2331	12/17/2024	Claims	1	112511	BRANDAN R.K. TUCKER	45.60	Reimb K9 Emergency Care Course
2332	12/17/2024	Claims	1	112512	US BANK-CREDIT CARD	38,763.61	US Bank Pcard Statement 11.25.2024
2333	12/17/2024	Claims	1	112513	VENDNOVATION, LLC	1,306.80	EMS Dispenser - Software License Jan25-Dec25
2334	12/17/2024	Claims	1	112514	CELLULAR VERIZON WIRELESS	2,964.29	Cellular Service 10.09.2024-11.08.2024; Cellular Service - 10.11.2024-11.08.2024 - Life Pack
2335	12/17/2024	Claims	1	112515	VESTIS GROUP, INC	114.23	Cleaning services - mats and laundry - Shop; Cleaning services - mats and laundry - Shop; Cleaning services - mats and laundry - Shop; Cleaning services - mats and laundry - Shop; Cleaning services - mats and laundry - Shop; Cleaning services -; ;
2336	12/17/2024	Claims	1	112516	WASHINGTON WATER SERVICE COMPANY	76.21	ST35 Water

CHECK REGISTER

Clallam County FD 3

Time: 12:43:11 Date: 12/12/2024

12/17/2024 To: 12/17/2024

Page: 4

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2337	12/17/2024	Claims	1	112517	Eliza J Winne	96.00	Meal per diem - Building Construction Class - 12.05.2024-12.06.2024
2338	12/17/2024	Claims	1	112518	ZOLL MEDICAL CORPORATION	851.01	EMS Supplies; EMS Supplies
001 Maintenance & Operations						455,503.42	
						<u>455,503.42</u>	Claims: 455,503.42
						455,503.42	

DRAFT

CLALLAM COUNTY FIRE DISTRICT 3

Agenda Bill No. **Consent 3**

Board of Commissioners meeting **12/17/2024**

To: Board of Commissioners

From: Lori Coleman, Executive Assistant

Subject: 2025 WFCOA Employer Application & Eligibility/Contribution Form

Recommendation: Approve the Application as presented.

Background: It's time to renew the WFCOA application used to continue the District's participation in the health care program and to make any changes in the selection of program options.

Discussion: Staff is advancing the application for renewal with no changes from the application approved in 2024.

Attachments: 2025 WFCOA Employer Application.

Alternatives: N/A

Fiscal Considerations: Insurance rates have gone up 6.9% for healthcare for 2025. The District offers competitive healthcare coverage for its members.

Impact to the Community: Providing healthcare to employees is not just a benefit but a strategic investment in the health, productivity, and overall success of the District. It assists in creating a positive work environment, attracts, and retains talented individuals, and contributes to the long-term success and sustainability of the District.



WASHINGTON FIRE COMMISSIONERS ASSOCIATION
HEALTH CARE PROGRAM
2025 - Employer Application and Eligibility/Contribution Form

PLEASE CHECK APPROPRIATE BOX:

- Renewal January 1
New Organization
Add Additional Line of Coverage
Change in Program
Organization Name Change
Eligibility Change
Address Change
Other

I. ORGANIZATION INFORMATION

Employer Tax ID Number:

Fire Service Organization
County
Street Address
City
State
Zip
P.O. Box
City
State
Zip
Organization Name
Title
Phone
Contact Email
Fax
Chief

II. MEDICAL BENEFIT SECTION

Medical administered by TPSC, PO Box 1894, Tacoma, WA 98401-1894
Vision administered by Vision Service Plan, 333 Quality Drive, Rancho Cordova, CA 95670.
Vision is included in all self-funded medical plans

MEDICAL/VISION Yes No If "Yes" check all the medical plans you wish to have available to eligible people in your organization

- Traditional Plan (LEOFF I ONLY)
Combo Plans: Active LEOFF I Dependent(s) only:
Combo PPO-100 Plan
Combo PPO-300 Plan
Combo HD Plan
PPO-100 Plan
PPO-300 Plan
PPO-750 Plan
Combo *PPO-Plus Plan
Combo PPO-750 Plan
*PPO-Plus Plan
HD Plan

Insured Medical/Vision Plans: Covered and underwritten by:

- Kaiser Foundation Health Plan of Washington
Kaiser Foundation Health Plan of the Northwest
2715 Naches Ave. SW
500 NE Multnomah St. Suite 100. Portland. OR
Renton, WA 98057
97232-5398

* Enrollment in the PPO Plus Plan is only available to organizations that were enrolled in the PPO Plus Plan before 1/1/2021

III. DENTAL BENEFIT SECTION

Dental administered by: Delta Dental of Washington, 9706 4th Ave NE, Seattle, WA 98115

DENTAL Yes No If "Yes", choose only one (1) of the following Dental plans for all eligible people in your organization:

- PPO INCENTIVE PLAN With Orthodontia
PPO INCENTIVE PLAN Without Orthodontia
PPO BASIC PLAN With Orthodontia
PPO BASIC PLAN Without Orthodontia

IV. LIFE AND AD&D BENEFIT SECTION - Available if organization enrolls in Medical and/or Dental

Plan offered and underwritten by: Standard Insurance Company, 1100 SW 6th Ave, Portland, OR 97204

- 1. CORE LIFE AND AD&D PLAN: \$2,000 per employee -automatic for employees and commissioners enrolled in the Traditional, PPO-100, PPO-300, PPO-750 *PPO-Plus, HD. or Combo medical plans
2. BASIC LIFE / AD&D FOR EMPLOYEES AND COMMISSIONERS
3. BASIC LIFE / AD&D FOR VOLUNTEERS (paid by employer)
If "Yes", Choose Volunteer amount:

V. ELIGIBILITY

1. Total number of employees on your payroll: _____
(Include full time, union, part-time, temporary people, LEOFF I employees. Do not include volunteers, retirees, or commissioners)
2. Number TO BE COVERED: _____
- 2.a. Total number of LEOFF I employees in above figure: _____
- 2.b. Total number of LEOFF II employees in above figure: _____
- 2.c. Total number of PERS employees in the above figure: _____
- 2.d. Total number of LEOFF I Retirees to be covered: _____
- 2.e. Total number of Non-LEOFF I Retirees to be covered: _____
- 2.f. Total number of Commissioners to be covered: _____
- 2.g. Total number of Former Commissioners to be covered: _____
3. TOTAL NUMBER OF ELIGIBLE ENROLLEES TO BE COVERED:
(2a + 2b + 2c + 2d + 2e + 2f + 2g) _____

VI. DOMESTIC PARTNER ELIGIBILITY SECTION

WASHINGTON STATE REGISTERED DOMESTIC PARTNERS ARE TREATED THE SAME AS A SPOUSE

In addition, Organizations can choose to cover other domestic partners (as described on the WFOA Affidavit of Domestic Partnership)

Do you want to add Domestic Partner Coverage, in addition to State Registered Domestic Partners? Yes No

If "Yes", choose one of the following:

- Same-sex only*
- Opposite-sex only*
- Both Same-sex and Opposite-sex

*The Washington State Human Rights Commission may consider same-gender only or opposite-gender only selections to be discriminatory.

**Washington State Domestic Partner Registry is only applicable when at least one partner is age 62 or older

VII. 2025 ELIGIBILITY & EMPLOYER CONTRIBUTION LEVEL

Notes for completing this form:

1. Fire Service Organization's contributions for an employee's coverage under Medical and Dental must be noted below (either as a dollar amount or as a percentage of premium). Organization contributions can be any amount (including \$0)*; however, all eligible employees must be enrolled (i.e. the employee cannot waive coverage).

IMPORTANT: The Organization's contribution for an employee's coverage under either the Kaiser Foundation Health Plan of Washington medical plan or the Kaiser Foundation Health Plan of the Northwest medical plan must be at least 50% and contributions must be non-discriminatory.

2. Organization contributions for dependents' coverage under Medical and Dental must be noted below (either as a dollar amount or as a percentage of premium). Organization contributions can be any amount (including \$0).
3. Organization contribution for an employee's coverage under Basic Life must be 100% of the premium.

All Employees	Eligibility	Employer Contribution (Employee / Dependent)	
		Medical	Dental
<input type="checkbox"/>	Full-time employees** _____ Minimum hours per week* _____ (Maximum of 30 hours / week (Fire service organization can choose hourly requirements ranging from 20 to 30 hours per week))	_____	_____
<input type="checkbox"/>	Qualified Volunteers‡ (Qualified volunteers must complete the volunteer affidavit)		
<input type="checkbox"/>	Employer contributes towards the premium	_____	N/A
<input type="checkbox"/>	Self-Pay Basis	_____	N/A
<input type="checkbox"/>	Part-time employees From _____ to _____ Hours per week		
<input type="checkbox"/>	Employer contributes towards the premium**	_____	N/A
<input type="checkbox"/>	Self-Pay Basis‡	_____	N/A

*The Affordable Care Act (ACA) defines full-time employment for purposes of health care coverage as working an average of 30 hours or more per week. Should fire service organizations wish to provide health care coverage to an employee working less than 30 hours per week, the employee must work no less than 20 hours per week to be eligible for WFOA health care coverage.

**For employees covered under either Kaiser Foundation Health Plan of Washington or Kaiser Foundation Health Plan of the Northwest, the organization contribution must be at least 50%.

‡Volunteers and Part-time employees on a self-pay basis are only eligible for the PPO-300, PPO-750 and HD Plans.

APPLICATION AGREEMENT

To Become a Participating Member of the Washington Fire Commissioners Association Employee Benefit Program:

The undersigned applicant hereby applies for membership in the Washington Fire Commissioners Association Employee Benefit Program and hereby adopts such Program in accordance with the terms, conditions, and representations set forth herein and in the insurance or service contracts. The WFCA health care committee has oversight of the account (the IRSRA) established for purposes of this Program. Trusteed Plans Service Corporation, herein called "Administrator" is hereby requested to approve this application for participation and to request the insurer or service providers to effect desired coverage, subject to group underwriting rules of the insurer, and subject to any required underwriting for employees, including dependents under individual applications for insurance or service which may be submitted by or on behalf of the applicant, its owners, officers and employees, including their dependents.

Applicant hereby represents, covenants, warrants, and agrees as follows:

- 1) Applicant is a member in good standing of the Washington Fire Commissioners Association. Applicant agrees that at such a time as the preceding statement is no longer true, participation in the program shall automatically terminate without notice, as shall all insurance or other coverage provided through the plans of the Program for the Applicant, its employees and its employees' dependents.
- 2) Any rights of the Applicant, its employees, or employee's dependents, and the beneficiaries of any of them or any person claiming by or through such person to any insurance, self-funded benefits, or service benefits shall be subject to the terms and conditions, including any future modification thereof, of the standard operating procedures of the Administrator, the self-funded plan document, and of any insurance policy or service contract issued by an insurer or service provider.
- 3) Any organization enrolling in the Washington Fire Commissioners Association self-funded medical plan accepts that the program is subject to audit by the Office of the State Auditor and review by the Department of Enterprise Services Risk Management Division.
- 4) Applicant adopts the Washington Fire Commissioners Association Program and appoints Trusteed Plans Service Corporation of Tacoma, WA as Administrator. The Administrator shall have total and exclusive administrative control over the Program. The Administrator may directly bill and collect premiums, self-funded plan rates, contributions, and fees from members. The Administrator shall provide administrative, accounting, and other services as required for the Program. The Administrator is appointed by the Washington Fire Commissioners Association and shall be held harmless by it for any Liability arising out of the performance of its duties, except liability arising out of its own negligence or willful misconduct. It is understood that all computer hardware and software, programs, are the exclusive property of Trusteed Plans. The data and other records are the sole and exclusive property of The Washington Fire Commissioners Association.
- 5) No coverage shall be in force until the inter-local agreement, this membership application and the individual applications for coverage have been approved, notice of the effective date of each individual's coverage has been furnished to them by the Administrator in writing, and the full premium, self-funded plan rates, and administrative fees has been received by the Administrator or Insurer.
- 6) Washington Fire Commissioners Association, in its sole discretion, for what it deems the overall benefit of the Program and a majority of the participating members, may accept, deny, and terminate membership in the Program.
- 7) Applicant will at its own expense provide any and all information and documentation that may be required for the purposes of providing information to comply with an insurer's underwriting rules or the terms of any contract.
- 8) Applicant will distribute to eligible individuals and/or participants all applicable plan materials and documents as required by Washington Fire Commissioners Association or the Administrator.
- 9) If dependent children are covered, they are covered through the age of 25 regardless of marital status, student status, or eligibility for coverage under another plan.
- 10) Applicant agrees that it will submit an individual application for each person as he/she becomes eligible as a member of a covered classification, and the amount of coverage once in force on an insured or covered individual will not change until written application for the change has been made and approved by the insurer or the Administrator and the proper premium has been paid to the Administrator.

Fire Organization: _____

- 11) To control premium costs to applicant, applicant agrees to immediately submit the appropriate notice to the Administrator as soon as the Applicant is aware that a person is no longer eligible under any of the benefit plans.
- 12) Applicant shall pay all premiums, self-funded plan rates, contributions, and administrative fees billed to it by the Administrator or its agent on or before the due date. Applicant understands that its failure, or the failure on the part of any member firm, to make proper payments on or before the due date could jeopardize the plan for all covered individuals as there would not be sufficient funds to submit the premium to the insurer. Consequently, Applicant understands that coverage will cease retroactively on the due date for all individuals of the Applicant and their dependents if payment is not in the hands of the Administrator or its representatives **ON OR BEFORE THE TENTH OF THE MONTH IN WHICH IT IS DUE**. In order to eliminate any possibility of lapse of coverage due to inadvertent failure to make timely payment, the Administrator will accept two monthly payments initially and bill one month in advance in the future upon your checking "Yes" below.

Yes, we desire to make two monthly payments initially and be billed one month in advance in the future. (If you choose this option, your organization would make a two month initial premium payment. This will ensure that your plan eligibility is always up-to-date and will reduce on-line eligibility delays for your employees, since eligibility is based on payment.)

No, we do not desire to make two monthly payments initially.

- 13) Applicant certifies that it has established policies and procedures to secure protected health information (PHI), in accordance with the HIPAA privacy and security rules, codified at 45 C.F.R. Parts 160- 164 as it pertains to the Washington Fire Commissioners Association plan.
- 14) Applicant certifies that it has taken affirmative action by resolution or by ordinance of the local board to adopt the required interlocal agreement in accordance with RCW 48.62.01(2) and RCW 39.34.
- 15) Upon offering a HSA, HRA, FSA or any other method of contribution, Applicant agrees to sign and adhere to the Association's Certificate of Compliance requirements consistent with Internal Revenue Rules and Regulations found in IRS Publication 969 and WFCAs Rules.
- 16) Applicant acknowledges that it is a crime to knowingly provide false, incomplete, or misleading information to the WFCAs for the purposes of defrauding the Health Plan Program. Penalties include imprisonment, fines, and denial of employee health and welfare benefits.
- 17) It is a crime to knowingly provide false, incomplete, or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines, and denial of insurance benefits.

**AUTHORIZED SIGNATURE
ON BEHALF OF DISTRICT**

DATE

PRINT NAME AND TITLE

EMAIL COMPLETED and SIGNED FORM to:

WFCAs@trusteedsplans.com



Clallam County Fire District 3

323 N Fifth Ave., Sequim, Washington 98382
360-683-4242, Fax: 360-683-6834
www.ccf3.org

Jeffrey Nicholas
Michael Mingee
Bill Miano
Commissioners

Justin Grider, Fire Chief

December 17, 2024

Donna Stoffel
234 Trailside Drive
Sequim, WA 98382

Dear Donna,

I am writing to express Clallam County Fire District 3's heartfelt appreciation for the outstanding leadership and dedication you demonstrated in organizing the 2nd Annual Sequim/Fire District 3/CERT Safety Fair, which took place on October 5th, 2024. The success of this event is a testament to the extensive preparations you led, which surely began months in advance. Your commitment to ensuring every detail was managed and every public service agency was coordinated resulted in an event that greatly benefited this community.

The seamless physical setup on Friday, October 4th, and the effective organization of over 50 public service agencies, including Fire District 3 and CERT, were remarkable. The welcoming arrangement as visitors entered the Guy Cole Center, combined with engaging displays such as the "Touch-a-Truck," Life-Flight helicopter, Fire Safety House trailer, and heavy-duty public safety equipment, created an informative and interactive experience for everyone.

The safety fair attracted over 1,000 attendees, a clear reflection of the public's interest and the event's value. Beyond serving as a showcase of emergency preparedness and public service resources, the Safety Fair highlighted the strength of interagency cooperation—a vital factor in ensuring effective emergency response should a major event occur.

Your efforts not only brought together volunteers and agencies but also provided the public with a chance to understand and appreciate the vast resources available to keep this community safe. Your leadership truly made this event a great success, and I want to thank you for your hard work and dedication.

Sincerely,

Justin Grider, Fire Chief

Clallam.County.Fire.District.9.provides.Emergency.Medical.Services?Fire.Suppression.and.all.Hazard.mitigation.from.three.fire.stations.staffed.80-920.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;



Clallam County Fire District 3

Motto: *Serve, Respect, Prevent, Protect*



Battalion Chief's Report: 11/1/2024 - 11/30/2024

Prepared by: Chris Turner
Battalion Chief - A shift

- **911 Responses for CCFD#3:** From combined BC report- *Updated Format*.
- **Battalion Chief Administrative Meetings:**
 - Daily shift briefings.
 - Fire Code Technician Meeting: 11/14/2024.
 - Staff Meeting at Admin Office: 11/26/2024.
 - BC Meeting at Admin Office 11/18/2024,
 - BOC Meeting: *None*
 - Levy Committee Meeting: DNA.
 - Station Visit's & Captain Meeting's: *at least one per tour.*
 - Training Committee Meeting: *None*
- **Administrative & Assigned Duties:**
 - Telestaff Staffing & Callback
 - ESO Status:
 - Monthly audit for errors and missing calls.
 - Fix errors. Email crews. Work with BC's and Chief to improve compliance.
 - NFIRS data report submitted
 - Completed Probationary Activities:
 - Q1 Skills Eval-Aston. 11/20/2024.
 - E34 Operational Exam-Aston. 11/27/2024.
 - Fire Inspections:
 - Update Proposed Building Plan Folders: Ongoing.
 - McKenzie is working on a new app to incorporate County and City projects.
 - City of Sequim Water System Meeting. 11/14/2024.
 - Sprinkler systems status at Sequim Trinity Methodist Church.
 - Pre-Fire Plans
 - Active 911 updating of PFP is ongoing. *Including Knox Locations now.*
 - Teach PFP Program to crews.

- Prevention Activities
 - See CRR Report (November 411)
 - Fire Extinguisher Training for Sequim Family Dentistry 11/20/2024.
 - Station Prevention Tour Sequim Alternative School: 11/27/2024.
 - Pre School Fire Prevention (Fairview Bible Church) 11/08/2024.
- Public Relations
 - Press Release for:
 - None at this time.
 - Social Media Posts submitted for:
 - See FaceBook.
- Responses.
 - 11/20/2024 Taylor Blvd & Sequim Dungeness Way- Hybrid Vehicle.
 - 11/20/2024 CPR & Life Flight.
 - 11/21/2024 Standby at Critical EMS Incident Gas on Place.
- **A Shift Training:**
 - November Run-Review & Inservice: *Thoracic Trauma*.
 - 4th quarter EMS Connect & 4th quarter Fire training as assigned.
 - Technical Rescue Team Drill. CMC Clutch.
 - Monday Night Volunteer Drill:
- **Planning and On-Going projects:**
 - Update/Improve Business Inventory in ESU.
 - FCT McKenzie to complete. Prepare to move to First Due in January.
 - Knox Key & Gate Inspection App is operational.
 - Enhanced Pre-fire Plan program to include truss symbols as reference guides. *Done*.
 - CRR Champions meetings and agendas. **Next meeting is 1/2025.**
 - Monthly Calendar topics reviewed and discussed.
 - Establish packs for upcoming fire prevention activities as scheduled.
 - Upcoming fire prevention event coordination and scheduling.



2024 District Incidents

October 2024



Code	Incident Type	# of Calls	Station 31	Station 32	Station 33	Station 34	Station 35	Station 36	Station 37
FIRE									
1000	Miscellaneous Fire	1	-	-	-	1	-	-	-
1001	Mutual Aid/Auto Aid	-	-	-	-	-	-	-	-
1110	Structure Fire (Commercial)	1	-	-	-	1	-	-	-
1111	Structure Fire (Residential)	2	-	-	1	-	1	-	-
1140	Chimney Fire (Confined to Chimney)	-	-	-	-	-	-	-	-
1210	Fire in mobile home or RV used as a fixed residence	-	-	-	-	-	-	-	-
1220	Fire in motor home, camper, or RV	-	-	-	-	-	-	-	-
1310	Vehicle Fire	-	-	-	-	-	-	-	-
1420	Brush/Grass Fire	-	-	-	-	-	-	-	-
1421	Brush/Grass Fire from Illegal Burn	-	-	-	-	-	-	-	-
	Totals	4	-	-	1	2	1	-	-
EMS									
3201	MIH-Community Paramedic	40	-	1	6	31	1	-	1
3210	BLS	282	14	25	44	183	3	-	13
3211	ALS	135	10	9	16	85	-	-	15
3212	BLS-Service	99	3	6	1	66	4	-	9
3213	BLS-Service Invalid Assist	38	1	4	-	25	2	1	1
3215	ALS-CPR	4	1	1	1	1	-	-	-
3216	ALS-STEMI	1	-	-	1	-	-	-	-
3220	MVA-BLS	6	-	1	2	-	-	-	1
3221	MVA-ALS	1	-	-	-	1	-	-	-
3222	MVA Service (Refusal, No Pt, etc)	12	-	1	4	5	-	-	2
3810	TAC MED Standby	-	-	-	-	-	-	-	-
	Totals	618	29	5	89	399	10	1	42
RESCUE									
3540	Trench Rescue	-	-	-	-	-	-	-	-
3550	Confined Space Rescue	-	-	-	-	-	-	-	-
3560	Rope/High Angle Rescue	-	-	-	-	-	-	-	-
3610	Surface Water Rescue	-	-	-	-	-	-	-	-
3630	Swiftwater Rescue	-	-	-	-	-	-	-	-
	Totals	-	-	-	-	-	-	-	-
HAZARD									
4220	Hazardous Material with a spill or release	-	-	-	-	-	-	-	-
4420	Overheated Equipment (Motor/Wiring)	-	-	-	-	-	-	-	-
4440	Power Line Down	3	-	-	-	2	-	-	1
	Totals	3	-	-	-	2	-	-	1
SERVICE									
5000	Service Call-Other	22	-	-	8	14	-	-	-
5100	Service Call-Olympic Ambulance ONLY	7	-	-	-	6	1	-	-
5500	Service Call-Smoke, water, etc.	5	-	1	2	2	-	-	-
5610	Illegal Burning	2	-	-	1	1	-	-	-
	Totals	36	-	1	11	23	1	-	-
CANCEL/BURN									
6110	Dispatched & Cancelled Enroute	23	-	6	3	11	1	-	2
6111	Dispatched & Unable to Locate Call	-	-	-	-	-	-	-	-
6112	Dispatch Error	12	-	-	-	12	-	-	-
6220	No incident found at dispatch address	8	-	1	-	7	-	-	-
6310	Smoke Complaint/Controlled Burning	8	-	1	1	1	3	-	2
6710	Hazardous Materials-NO spill or Release	-	-	-	-	-	-	-	-
	Totals	51	-	8	4	31	4	-	4
ALARM									
7100	False Alarm-Activated by a Person	6	-	-	3	3	-	-	-
7300	False Alarm-System Malfunction	5	-	1	-	4	-	-	-
7400	Alarm System Activation-NO FIRE	2	-	-	-	2	-	-	-
7460	Carbon Monoxide Detector Activation-NO CO	-	-	-	-	-	-	-	-
7461	Carbon Monoxide Detector Activation -WITH CO	-	-	-	-	-	-	-	-
	Totals	13	-	1	3	9	-	-	-
MISC									
9001	Dispatch Test	3	-	-	-	3	-	-	-
9002	General Alarm	-	-	-	-	-	-	-	-
9003	Training Activity	-	-	-	-	-	-	-	-
	Totals	3	-	-	-	3	-	-	-
Monthly Call Total (Minus MISC):		725							

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"/> v	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	11/7/2024	Sandy Boudrou	Public CPR	CPR	CPR Manequins	11	Sandy Boudrou	Sequim, WA		
	1830	2.5 Hours	CCFD3 TOC Classroom				425-359-1774			
2	11/8/2024	Skov/White/Lovell	Fire Prevention	FPW	E33	10	Rachel Sharp	Sequim, WA		
	1045	1.5 Hours	Fairview Bible PreSchool				360-477-9133			
3	11/20/2024	McKenzie & BC Turner	Fire Extinguisher	Fire Ext.	Fire Extinguisher	0	Heidi	Sequim, WA		
	1300	2.0 Hours	Sequim Family Dentistry				1-800-SMILE			
4	11/27/2024	A-Shift	Fire Prevention	FPW	Station Tour	20	Rosanna Bullard	Sequim, WA		
	1	1.5 Hours	Sequim Alternative School				Video			
5		Blaine Zechenelly	CERT-Food Distribution	CERT		1100	Cindy Zechenelly	Sequim, WA		
	900	5.0 Hours	Holiday Food Distribution				360-504-2531			
6	11/30/2024	Blaine/Lovering	Fire Prevention	PARADE	Aiguille 21	500	Blaine Zechenelly	Sequim, WA		
	1600	3.0 Hours	Hometown Holiday Tractor				360-797-4995			
7										
8										
9										
10										
11										
12										
13										
14										



Clallam County Fire District 3

Motto: Serve, Respect, Prevent, Protect



Battalion Chief's Report: 11/01/2024 - 11/30/2024

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 11/18/2024

▪ Administrative/Training Duties:

- Telestaff Staffing & Callbacks
- 11 November training requests submitted for upcoming classes/conferences. 82% approval rate
- Live Fire Drill Logistics for volunteer recruit class- 11/2/2024
 - D3 had 8 recruits complete the training
 - Live burn team consisted of 12 volunteer/career members
 - Review Captain Lawless burn plan
 - No injuries reported
- Volunteer Officers Meeting- 11/20/2024
 - ITAC review and scenarios for Officer Development

▪ B Shift Training/Activity:

- Badge Pinning Ceremony 11/4/2024
- PFF Simson completed Engine 34 Test 11/22/24
- FF/PM Long completed review of Acting Captain Book 11/22/24
- PFF Simson completed Engine 37 Test 11/28/24
- Forcible Entry Training
- Ladder Truck Drive Time
- B shift training 1 probationary firefighter- Simson
- Fire/EMS training as assigned in Target Solutions

- Structure Fire- 11/29/24
 - Gardiner Beach Road- Attic fire

▪ **Planning and On-Going projects:**

- 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 Lovering
- Reviewing Target Solutions completion status
- Ongoing validation of Target Solutions assignments completed by members

DRAFT



Clallam County Fire District 3

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www.ccf3.org

Jeffrey Nicholas
Michael Mingee
Bill Miano
Commissioners
Justin Grider, Fire Chief

Battalion Chief's Report: 11/30/2024

Prepared by: Elliott C Jones, C-Platoon

- Community Paramedic Update:
 - Completed several partnership meetings with Sequim Police department, Clallam County R.E.A.L. team (Crisis mitigation team), PBH, and Soroptimist (Karjalainen was one of 4 speakers for an “aging in place” seminar. He spoke for over an hour).
 - Several TEAM meetings focused on care for specific patients and high utilizers.
 - High Utilizer Contact: Within the past 7 months of 2024, this client has utilized the 911 system **40** times. Three of these times, it was deemed medically necessary (as determined by responders); this means that 92% of the time this client calls 911, it is for a non-emergency need. This client has called **14** times in the last 30 days and 20 calls for non-emergency service since they were issued a letter by the district on September 13th, 2024. This equates to \$1,400.00, which the client owes to Fire District #3 in compensation. In the past 30 days, they have called 1/3 (or 36%) of available days of the month (in other words, a CFS every 3 days on average) to the 911 system. All recent calls to the 911 system have been for non-emergency needs, including requests for assistance up from the floor, assistance to walk, or a request that emergency responders make an alcoholic beverage. Using RCW 9A.84.040 “Disciplinary Conduct/False reporting” and the Police department, we were able to assert legal pressure on the individual to stop calling 911. Karjalainen also looped in the patient's DPOA and the DCR (Designated Crisis Responder) from PBH to get the pt involuntarily committed for evaluation and legal chemical dependency detoxification treatment.

Squad 34 MHA-Community Paramedicine

November 2024 update

Total CFS (YTD) for Community	197
CFS from Nov.1- Dec.1	57
Average (<i>dispatched</i>)calls per day	3.8
Fire calls	0
911 assist/CPR calls	8
High Utilizers identified	7
Letters sent to High Utilizers	2
High Utilizers reduced	3

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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Transports by CCFD3		
2024		2023
19	January	3
24	February	4
13	March	5
8	April	7
11	May	5
14	June	4
22	July	7
25	August	11
36	September	13
22	October	24
15	November	11
	December	11
209	Total	98
+113.2%	Increase	

Transport Breakdown

Transport Disposition	Total Records	Percentage of Records
Transport by Another EMS Unit	155	36%
Transport by Another EMS Unit, with a Member of This Crew	108	25%
No Transport	102	24%
Patient Refused Transport	52	12%
Transport by This EMS Unit (This Crew Only)	15	3%
Non-Patient Transport (Not Otherwise Listed)	1	0%
Transport Unknown	1	0%
Grand Total	434	100%

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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
- 2024-1 Probationary FF training (EMS) Continuing

○ EMS Administrative Duties:

- EMS Council
- Dr. Craven is participating in Run review and EMS updates
- Completion of EMS audit of November Narcotics: Zero Errors
- Met with Olympic Ambulance to discuss the Pilot program
 - Chief Grider to meet with other Peninsula Fire Chiefs

○ EMS Education:

- EMS Skill Sheets- completed
- 4th quarter EMS OTEP ongoing
- 1st quarter 2025 and Annual OTEP projected calendar preparation

○ Planning and Ongoing projects:

- Personnel and Response Planning- All information gathered/assessed with DC Hudson
 - DC Hudson to work with Captain Lawson on run cards
- Collaboration with SDHG for Ultrasound for Community Paramedic (training coming soon)
- SDHG cancer screening completed (**waiting on final numbers of participants**)
- QA/QI on all STEMIs and trauma cases completed for November

○ Continuing Education/Training:

- Ongoing fulfillment of Vector Solutions monthly & Q4 quarterly requirements.
- Participation in EMSConnect for continuing education.
- Application for the National Fire Academy's EFO program- waiting

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CLALLAM COUNTY FIRE DISTRICT 3

Agenda Bill No. 1

Board of Commissioners meeting **12/17/2024**

To: Board of Commissioners
From: Justin Grider, Fire Chief
Subject: 2024-03 – MOU for Uniform Allowance

Recommendation: To approve MOU as presented.

Background: Under the current 2021-2024 Collective Bargaining Agreement, IAFF members receive a \$600 annual uniform allowance with a maximum accrual of twenty-four (24) months. However, the IAFF has requested an extension of this accrual limit due to ongoing efforts to identify and test Class B uniforms that minimize PFAS (Perfluoroalkyl and Polyfluoroalkyl Substances) contamination. Many IAFF members have postponed uniform purchases to prioritize safety in their selections, requiring additional time to ensure thorough research and evaluation.

Discussion: TBD

Attachments: 2024-03 MOU – Uniform Allowance Extension

Fiscal Considerations: There should not be any additional costs to the District.

Impact to the Community: Prioritizing the health and wellness of District members is crucial to ensuring they are prepared to serve the community effectively. Allowing time for thorough research and procurement of the safest uniforms supports this goal.



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Memorandum of Understanding

Uniform Allowance - EXTENTION

2024-03 Firefighter

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

Under the current 2021-2024 Collective Bargaining Agreement, IAFF members receive a \$600 annual uniform allowance with a maximum accrual of twenty-four (24) months. However, the IAFF has requested an extension of this accrual limit due to ongoing efforts to identify and test Class B uniforms that minimize PFAS (Perfluoroalkyl and Polyfluoroalkyl Substances) contamination. Many IAFF members have postponed uniform purchases to prioritize safety in their selections, requiring additional time to ensure thorough research and evaluation.

It is agreed by and between the DISTRICT and IAFF to extend the uniform allowance and accrual amount through December 31st, 2025.

Section 1: The District and IAFF mutually agree to the following terms:

1. **Extension of Accrual Balance:**
Effective December 3, 2024, the DISTRICT will extend the uniform allowance accrual limit from twenty-four (24) months to thirty-six (36) months.
2. **Safety Review Period:**
If the DISTRICT and IAFF determine during the extension period that suitable uniforms free from significant PFAS contamination remain unavailable, the parties may revisit this MOU to consider an additional extension.
3. **Review and Future Action:**
By October 1, 2025, the DISTRICT and IAFF will review the outcomes of this extension period. Should both parties wish to continue beyond the December 31, 2025, deadline, a new MOU will be drafted and agreed upon. This MOU is effective when signed by both parties.

Dated this 3rd day of December 2024.

Jeffrey Nicholas
Fire Commissioner, Chairman

Bo Pinnell
President, Local 2933

Date _____

Date _____

CLALLAM COUNTY FIRE DISTRICT 3

Agenda Bill No. 2

Board of Commissioners meeting **12/17/2024**

To: Board of Commissioners

From: Chief Justin Grider

Subject: City of Sequim's notice of TIA

Recommendation: Information Only.

Background: The City of Sequim notified Chief Grider recently that they enlisted the assistance of TIF analysis company to potentially identify needs for implementing Tax Increment Financing in certain areas of the Fire District's response area. The City of Sequim has not made any formal decisions at this point, research is still underway.

Discussion: Chief Grider is working with legal counsel to draft a letter to the City of Sequim outlining the impact this would create for the Fire District.

Attachments: None

Alternatives: None

Fiscal Considerations: This could significantly affect the District's ability to collect property tax revenue from the identified areas for the next 20 to 25 years.

Impact to the Community: The potential loss of property tax revenue from the identified areas would have a profound impact on the community and Fire District as a whole. These funds are essential for supporting critical services such as emergency response, and public safety.