

Service Driven Through Excellence and Innovation



UNITY - COMPASSION – INTEGRITY – COURAGE - HONOR

Board of Commissioners' Meeting

February 18, 2025



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

February 18, 2025

Call to Order

Pledge of Allegiance

Changes to the Agenda

Public Comment

Consent Agenda:

- 1.) Regular Meeting Minutes, February 4, 2025
- 2.) Claims and Payroll

Regular Business:

Reports – Battalion Chief Reports

Agenda Bill 1: MIH-CP Presentation

Agenda Bill 2: CERT 2024 Annual Report

Good of the Order –

Levy Committee Update – Commissioner Nicholas and Chief Grider
Region 9 Workshop on April 12th, 2025 – Who wants to attend?

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

February 4, 2025

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 Elliott Jones, Admin Assistant Caity Karapostoles, Firefighter Bo Pinnell, ST 34, and Volunteer Coordinator Chris Lovering.

Changes to the Agenda – Add Agenda Item #5 EMAC Contract; add Agenda Item #6 TIA/TIF.

PUBLIC COMMENT – None

CONSENT AGENDA

- 1.) Regular Meeting Minutes, January 7, 2025.
- 2.) Volunteer Pay in the amount of \$16,250.00

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

Fire Chief's Report – Chief Grider reported:

- Levy committee continues to meet every two weeks.
- Fire Recruit Academy graduation was this past weekend; 8 members were from District 3.
- Met with Olympic Ambulance regarding a contract for services.
- Continue to meet with Matt Huish, City Manager.
- Met with the BC in December and January. Continue to meet with them one on one as necessary.
- MSO Konopaski continues to work with the RTF cadre; Chief met with stakeholders to identify roles.
- DC Hudson continues to update run cards and attend PenCom Advisory Board Meetings.
- Still continuing negotiation with the Firefighters and BCs.
- Always looking for opportunities for joint training and operations.
- The Community Paramedic program continues to receive positive feedback.
- Have two members out on leave at this time.
- In the process of securing an IT company for tech support.
- Still pursuing the Title III grant.
- Applied for a Micro grant through the AFG program for mobile repeaters.
- Held an Operation's meeting in January and will hold them monthly for this quarter.
- Still waiting for the City to get information to WSRB so they can complete the District's review.

- Received funding through the USDA Grant for three engines and the Brush Truck chassis. A VIN# has been received for the chassis for the Brush Truck; therefore, the District should see delivery soon.
- He will attend Legislation Day later this week.
- Updated MOU being presented today.
- Continue to meet with Labor Management.
- The Community Paramedic has been asked to join the Sorptimist group, which was supported by staff.
- Continue to watch community growth in Sequim and the County.
- County continues to follow two problematic properties; he and DC Hudson have a meeting next week regarding this.

Agenda Bill 1: 2023 Annual Report – Chief Grider presented the 2023 Annual Report and recognized EA Coleman and BC Turner for the completion of this, they did the majority of the work on this project. Commissioner Mingee moved and Commissioner Miano seconded to approve the 2023 Annual Report as presented. **MOTION CARRIED.**

Agenda Bill 2: - 2024 Financial Year in Review – Finance Manager Misty Shaw outlined the key financial highlights for 2024. Revenue performed well, with property tax revenue meeting expectations and grant funds covering 50% of expenditures for three new Ford F-150s. County timber sales exceeded budget projections by \$194,000, while charges for services included \$162,000 from Wildland Deployments. Ambulance services generated \$165,000 from work performed in 2024, and miscellaneous revenue included proceeds from the sale of Sieberts Creek and Station 36 properties. Interest earnings contributed \$586,000, bringing total revenue to 9.2% above expectations and 10.1% higher than in 2023. On the expenditure side, Commissioner costs increased by 75% due to higher rates, increased activities, and \$19,000 in unbudgeted election expenses from November 2023. Administrative costs rose by 28% due to the overlap of the Fire Chief and Finance Manager positions and the addition of the Deputy Chief costs previously captured in other departments. Suppression expenses were higher with the hiring of four new response personnel, increased PPE supplies, overtime, Wildland deployments, transport billing, and training. In contrast, Prevention costs were less than budgeted due to a vacant position and the transition of that role from full-time to part-time. Vehicle expenses saw a slight increase with the hiring of a new mechanic. Despite these changes, there were no concerns regarding overall expenditures. **NO ACTION REQUESTED. INFORMATION ONLY.**

Agenda Bill 3: - Update on IT Audit – Chief Grider reported that he wants to contract with Helpertek, an IT Support Service, to help support the District's IT needs. This will allow current staff to focus on their day-to-day task and not be consumed with the District's IT needs. There was a short discussion about how to implement them and increase their contracted time as needed. Commissioner Mingee moved and Commissioner Miano seconded to authorize Chief Grider to execute the contract. **MOTION CARRIED.**

Agenda Bill 5: - EMAC Contract – Chief Grider reported that he is advancing a contract for the Washington State Emergency Management for deployments. The District's previous contract had expired and this is a repeat of that contract. Commissioner Miano moved and Commissioner Mingee seconded to approve the contract as presented. **MOTION CARRIED.**

Agenda Bill 6: - TIA/TIF – Chief Grider reported that FM Shaw has compiled a report showing how the TIA/TIF will affect the District. She reported that she has current information on how Property Taxes are calculated and the estimate of the impact over 25 years calculates to roughly \$125,000.00 total. Commissioner Mingee asked Chief Grider to ask the City to not put this on the upcoming agenda before the District finished their conversations. If they will not comply, he suggests that District staff go to the meeting and sign up for Public Comment. Commissioner Nicholas takes issue with how the City is affecting property tax for County residents who cannot even vote for the elected officials who are making decisions on this matter. Chief Grider will talk with Matt Huish, the City of Sequim’s Manager, tomorrow to see what their plans are moving forward and advise them that the BOC wants to have further discussions before this goes to their city council. FM Manager Misty Shaw reported that this could affect our service delivery at a faster rate than we can prepare for with the current rate of calls. **NO ACTION REQUESTED. INFORMATION ONLY.**

GOOD OF THE ORDER

- Commissioner Mingee –
 - Thanked Misty for the legal expenses breakdown that she gave them.
 - He reported that the Dungeness Dragon timber sale has been sold and should make us some revenue.
 - He wanted to clarify his comment on the overtime necessary for the recent fire academy; he thinks this academy is run very well with qualified and highly capable instructors. He would support more props, instructors, etc. for local academies.
- EA Coleman – Asked the commissioners if there were any needs for the Special Meeting that staff needed to prepare for them. They may have some at a later date, but their only ask was for the Pencom contract for service.

Commissioner Nicholas asked for a break from 3:10 to 3:15.

EXECUTIVE SESSION

Chairman Nicholas called for an Executive Session beginning at 3:15 p.m., expected to last for sixty (60) 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. Commissioner Nicholas excused Deputy Chief Hudson at 3:18. At 4:15 p.m. Commissioner Nicholas extended the meeting for an additional fifteen (15) minutes. At 4:30 Commissioner Nicholas extended the meeting for an additional ten (10) minutes. At 4:40,

Commissioner Nicholas called the meeting back into Regular Session. No decisions were reached during the Executive Session.

Agenda Bill 4: - MOU 2025-02 Acting Battalion Chiefs – Commissioner Miano moved, and Commissioner Mingee seconded to approve MOU 2025-02 – Acting Battalion Chief extension. **MOTION CARRIED.**

NEXT MEETINGS –

2/18/2025 – Regular Board Meeting

2/25/2025 – Special Board Meeting

ADJOURNMENT

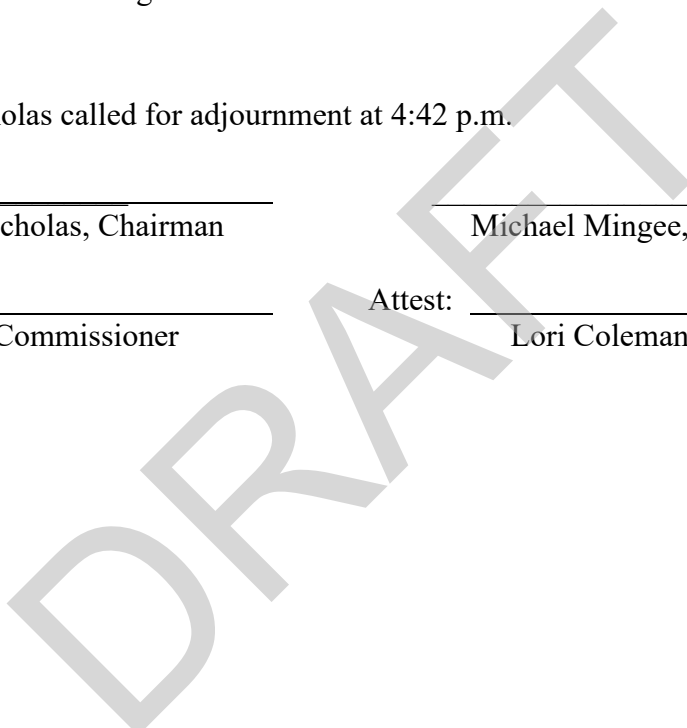
Commissioner Nicholas called for adjournment at 4:42 p.m.

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, February 18, 2025

Attachments: Accounts Payable Claims and Payroll Registers

Date: Tuesday, February 18, 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 Monthly Draw and Quarterly Volunteer Points dated:		January 24, 2025
Totaling:	\$	21,041.75
Payroll EFTs and IRS Deposit for Monthly Payroll dated:		February 10, 2025
Totaling:	\$	808,688.36
Accounts Payable Claim Numbers: dated:		112581-112634 February 18, 2024
Totaling:	\$	177,738.92
Total Accounts Payable Claims and Payroll:	\$	<u>1,007,469.03</u>

Recommended

Action: Recommended Motion:

Move to approve EFT's and Accounts Payable Claim Numbers: 112581-112634

For a Disbursement Grand Total of: \$ 1,007,469.03

CHECK REGISTER

Clallam County FD 3

Time: 19:46:19 Date: 02/05/2025

02/10/2025 To: 02/10/2025

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
188	02/10/2025	Payroll	2	EFT		7,810.74	January 2025 Payroll
189	02/10/2025	Payroll	2	EFT		11,517.74	January 2025 Payroll
190	02/10/2025	Payroll	2	EFT		10,457.23	January 2025 Payroll
191	02/10/2025	Payroll	2	EFT		4,308.82	January 2025 Payroll
192	02/10/2025	Payroll	2	EFT		7,397.76	January 2025 Payroll
193	02/10/2025	Payroll	2	EFT		3,076.12	January 2025 Payroll
194	02/10/2025	Payroll	2	EFT		7,977.88	January 2025 Payroll
195	02/10/2025	Payroll	2	EFT		5,307.62	January 2025 Payroll
196	02/10/2025	Payroll	2	EFT		7,031.96	January 2025 Payroll
197	02/10/2025	Payroll	2	EFT		7,981.54	January 2025 Payroll
198	02/10/2025	Payroll	2	EFT		3,769.38	January 2025 Payroll
199	02/10/2025	Payroll	2	EFT		5,995.68	January 2025 Payroll
200	02/10/2025	Payroll	2	EFT		4,840.13	January 2025 Payroll
201	02/10/2025	Payroll	2	EFT		7,665.82	January 2025 Payroll
202	02/10/2025	Payroll	2	EFT		5,873.15	January 2025 Payroll
203	02/10/2025	Payroll	2	EFT		5,598.90	January 2025 Payroll
204	02/10/2025	Payroll	2	EFT		6,510.20	January 2025 Payroll
205	02/10/2025	Payroll	2	EFT		13,782.49	January 2025 Payroll
206	02/10/2025	Payroll	2	EFT		5,765.87	January 2025 Payroll
207	02/10/2025	Payroll	2	EFT		6,297.64	January 2025 Payroll
208	02/10/2025	Payroll	2	EFT		13,210.01	January 2025 Payroll
209	02/10/2025	Payroll	2	EFT		6,772.44	January 2025 Payroll
210	02/10/2025	Payroll	2	EFT		9,602.45	January 2025 Payroll
211	02/10/2025	Payroll	2	EFT		3,166.38	January 2025 Payroll
212	02/10/2025	Payroll	2	EFT		7,446.81	January 2025 Payroll
213	02/10/2025	Payroll	2	EFT		11,942.30	January 2025 Payroll
214	02/10/2025	Payroll	2	EFT		4,666.40	January 2025 Payroll
215	02/10/2025	Payroll	2	EFT		9,233.56	January 2025 Payroll
216	02/10/2025	Payroll	2	EFT		1,391.77	January 2025 Payroll
217	02/10/2025	Payroll	2	EFT		12,068.04	January 2025 Payroll
218	02/10/2025	Payroll	2	EFT		6,757.33	January 2025 Payroll
219	02/10/2025	Payroll	2	EFT		8,193.66	January 2025 Payroll
220	02/10/2025	Payroll	2	EFT		6,879.85	January 2025 Payroll
221	02/10/2025	Payroll	2	EFT		9,474.72	January 2025 Payroll
222	02/10/2025	Payroll	2	EFT		6,861.37	January 2025 Payroll
223	02/10/2025	Payroll	2	EFT		7,004.39	January 2025 Payroll
224	02/10/2025	Payroll	2	EFT		2,580.45	January 2025 Payroll
225	02/10/2025	Payroll	2	EFT		8,022.36	January 2025 Payroll
226	02/10/2025	Payroll	2	EFT		6,031.15	January 2025 Payroll
227	02/10/2025	Payroll	2	EFT		6,492.88	January 2025 Payroll
228	02/10/2025	Payroll	2	EFT		3,246.24	January 2025 Payroll
229	02/10/2025	Payroll	2	EFT		1,032.65	January 2025 Payroll
230	02/10/2025	Payroll	2	EFT		586.34	January 2025 Payroll
231	02/10/2025	Payroll	2	EFT		5,284.99	January 2025 Payroll
232	02/10/2025	Payroll	2	EFT		1,172.69	January 2025 Payroll
233	02/10/2025	Payroll	2	EFT		5,739.71	January 2025 Payroll
234	02/10/2025	Payroll	2	EFT		7,244.85	January 2025 Payroll
235	02/10/2025	Payroll	2	EFT		6,760.26	January 2025 Payroll
236	02/10/2025	Payroll	2	EFT		5,872.51	January 2025 Payroll
237	02/10/2025	Payroll	2	EFT		6,118.88	January 2025 Payroll
238	02/10/2025	Payroll	2	EFT		5,555.53	January 2025 Payroll
239	02/10/2025	Payroll	2	EFT		6,465.70	January 2025 Payroll
240	02/10/2025	Payroll	2	EFT		9,861.55	January 2025 Payroll
241	02/10/2025	Payroll	2	EFT		4,353.41	January 2025 Payroll
242	02/10/2025	Payroll	2	EFT		8,311.75	January 2025 Payroll
243	02/10/2025	Payroll	2	EFT		2,151.37	January 2025 Payroll
244	02/10/2025	Payroll	2	EFT		7,698.18	January 2025 Payroll
245	02/10/2025	Payroll	2	EFT		8,306.98	January 2025 Payroll
246	02/10/2025	Payroll	2	EFT		4,820.20	January 2025 Payroll
247	02/10/2025	Payroll	2	EFT		9,065.16	January 2025 Payroll

CHECK REGISTER

Clallam County FD 3

Time: 19:46:19 Date: 02/05/2025

02/10/2025 To: 02/10/2025

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
248	02/10/2025	Payroll	2	EFT		5,237.29	January 2025 Payroll
249	02/10/2025	Payroll	2	EFT		11,914.31	January 2025 Payroll
250	02/10/2025	Payroll	2	EFT		7,845.95	January 2025 Payroll
251	02/10/2025	Payroll	2	EFT		6,538.46	January 2025 Payroll
252	02/10/2025	Payroll	2	EFT		6,786.81	January 2025 Payroll
253	02/10/2025	Payroll	2	EFT	AFLAC - HW462	124.57	Pay Cycle(s) 02/10/2025 To 02/10/2025 - AFLAC Pre-Tax
254	02/10/2025	Payroll	2	EFT	BENEFIT SOLUTIONS INC	3,750.00	Pay Cycle(s) 02/10/2025 To 02/10/2025 - MERP
255	02/10/2025	Payroll	2	EFT	DEPT OF RETIREMENT SYSTEMS - DC	23,702.56	Pay Cycle(s) 02/10/2025 To 02/10/2025 - DRS Def Comp; Pay Cycle(s) 02/10/2025 To 02/10/2025 - DRS Def Comp - ROTH
256	02/10/2025	Payroll	2	EFT	DEPT OF RETIREMENT SYSTEMS - LEOFF	81,959.65	Pay Cycle(s) 02/10/2025 To 02/10/2025 - LEOFF 2
257	02/10/2025	Payroll	2	EFT	DEPT OF RETIREMENT SYSTEMS - PERS	11,869.05	Pay Cycle(s) 02/10/2025 To 02/10/2025 - PERS2; Pay Cycle(s) 02/10/2025 To 02/10/2025 - PERS3
258	02/10/2025	Payroll	2	EFT	DI MARTINO ASSOCIATES	4,234.71	Pay Cycle(s) 02/10/2025 To 02/10/2025 - Disability
259	02/10/2025	Payroll	2	EFT	HRA VEBA TRUST CONTRIBUTIONS	6,739.80	Pay Cycle(s) 02/10/2025 To 02/10/2025 - HRA-VEBA; Pay Cycle(s) 02/10/2025 To 02/10/2025 - HRA-VEBA Sick Converted (MM)
260	02/10/2025	Payroll	2	EFT	I A FF LOCAL 2933	8,100.00	Pay Cycle(s) 02/10/2025 To 02/10/2025 - Local 2933 Dues
261	02/10/2025	Payroll	2	EFT	IRS	97,240.32	941 Deposit for Pay Cycle(s) 02/10/2025 - 02/10/2025
262	02/10/2025	Payroll	2	EFT	NATIONWIDE RETIREMENT SOLUTIONS	23,577.42	Pay Cycle(s) 02/10/2025 To 02/10/2025 - Nationwide DC - Regular; Pay Cycle(s) 02/10/2025 To 02/10/2025 - Nationwide DC - ROTH
263	02/10/2025	Payroll	2	EFT	TRUSTEED PLANS - 69943	112,653.52	Pay Cycle(s) 02/10/2025 To 02/10/2025 - WFCA PPO-100; Pay Cycle(s) 02/10/2025 To 02/10/2025 - WFCA PPO-300; Pay Cycle(s) 02/10/2025 To 02/10/2025 - WFCA PPO PLUS; Pay Cycle(s) 02/10/2025 To 02/10/2025

001 Maintenance & Operations

808,688.36

808,688.36 Payroll: 808,688.36

CHECK REGISTER

Clallam County FD 3

Time: 17:09:34 Date: 01/16/2025

01/24/2025 To: 01/24/2025

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
147	01/24/2025	Payroll	2	EFT		2,082.45	January 2025 Draw
148	01/24/2025	Payroll	2	EFT		761.39	January 2025 Draw
149	01/24/2025	Payroll	2	EFT		1,392.60	January 2025 Draw
150	01/24/2025	Payroll	2	EFT		1,345.42	January 2025 Draw
151	01/24/2025	Payroll	2	EFT		490.85	January 2025 Draw
152	01/24/2025	Payroll	2	EFT		2,201.25	January 2025 Draw
153	01/24/2025	Payroll	2	EFT		2,365.20	January 2025 Draw
154	01/24/2025	Payroll	2	EFT		1,499.48	January 2025 Draw
155	01/24/2025	Payroll	2	EFT		2,274.81	January 2025 Draw
156	01/24/2025	Payroll	2	EFT		929.98	January 2025 Draw
157	01/24/2025	Payroll	2	EFT		2,443.06	January 2025 Draw
158	01/24/2025	Payroll	2	EFT		1,410.93	January 2025 Draw
159	01/24/2025	Payroll	2	EFT	IRS	1,844.33	941 Deposit for Pay Cycle(s) 01/24/2025 - 01/24/2025

001 Maintenance & Operations

21,041.75

21,041.75 Payroll:

21,041.75

DRAFT

CHECK REGISTER

Clallam County FD 3

Time: 10:57:08 Date: 02/13/2025

02/18/2025 To: 02/18/2025

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
274	02/18/2025	Claims	1	112581	A-1 AUTO PARTS, INC	363.05	Petro Gen Torch Gauge; F71 Seal and Bearings; F31 O-ring; F11 Fuel and Engine Oil Filter; Snow blower part; Hose Clamps; F49 Parts; F50 Parts
275	02/18/2025	Claims	1	112582	ADVANCED PRO FITNESS REPAIR INC	155.18	Inspect and Diagnose Fitness Equipment
276	02/18/2025	Claims	1	112583	ALL BATTERY SALES & SERVICE, INC.	353.28	G13 Batteries
277	02/18/2025	Claims	1	112584	ANGELES COMMUNICATIONS INC	392.04	ST33 Paging System Repair
278	02/18/2025	Claims	1	112585	THOMAS A BOCK BAGLEY CREEK OUTFITTERS	1,888.73	Uniforms - Career; Uniforms - Recruit Academy and Career
279	02/18/2025	Claims	1	112586	BILL'S PLUMBING & SANIKAN, INC.	54.38	TOC Classroom Toilet Repair Parts
280	02/18/2025	Claims	1	112587	CARDINAL HEALTH 112, LLC	1,081.00	EMS Supplies & Medications
281	02/18/2025	Claims	1	112588	CEDAR GROVE COUNSELING, INC.	200.00	Volunteer Drug Screens - Sprenger, Saffold, Leto, Jimmy
282	02/18/2025	Claims	1	112589	CENTURYLINK QCC	7.50	Long Distance Phone Service
283	02/18/2025	Claims	1	112590	CENTURYLINK	1,230.21	Landline Services
284	02/18/2025	Claims	1	112591	CITY OF PORT ANGELES	77,350.00	2024 ESChat Licenses (55); Dispatch Services - Q1 2025
285	02/18/2025	Claims	1	112592	CITY OF SEQUIM	629.54	ST34 Water and Sewer
286	02/18/2025	Claims	1	112593	CLALLAM COUNTY CISM TEAM	300.00	2025 CISM Team Response and Support Services
287	02/18/2025	Claims	1	112594	CLALLAM COUNTY PUBLIC WORKS DEPT	237.69	Shop/Classroom Sewer; Shop/Classroom Sewer; ST33 Sewer
288	02/18/2025	Claims	1	112595	CLALLAM COUNTY PUD	6,960.00	ST33 Water and Electricity; ST32 Water and Electricity; ST35 Electricity; ST34 Electricity; Shop Water and Electricity; ST37 Electricity; Classroom Water and Electricity; Classroom/Shop Irrigation; Ad
289	02/18/2025	Claims	1	112596	CO-OP FARM AND GARDEN, INC, THE	2,996.27	Gas/Diesel
290	02/18/2025	Claims	1	112597	CP1, LLC	2,400.00	Admin Office Lease - Mar 2025
291	02/18/2025	Claims	1	112598	EMS CONNECT, LLC	571.50	EMS/Fire Training Subscription - Feb 2025
292	02/18/2025	Claims	1	112599	ENDURIS WASHINGTON	250.00	Deductible G33 Insurance Claim C10908
293	02/18/2025	Claims	1	112600	ERIC JACOBSON	1,200.00	IT Consulting Services - Jan 2025
294	02/18/2025	Claims	1	112601	FERRELLGAS	4,395.54	ST37 Propane; ST35 Propane; ST31 Propane; ST31 Propane; Late Charge; Shop Propane
295	02/18/2025	Claims	1	112602	FREIGHTLINER NORTHWEST PACIFIC	11,745.02	F49 Parts; F49 Pressure Sensor; F67 Hood
296	02/18/2025	Claims	1	112603	HARBOR AUDIOLOGY & HEARING SERVICES	55.00	Volunteer Hearing Assessment - Dinova
297	02/18/2025	Claims	1	112604	HELPER TEK, LLC	1,517.60	IT Consulting Services - February 2025; IT Consulting Services - March 2025
298	02/18/2025	Claims	1	112605	Ryan Hueter	103.46	Workout Shoes - Athletes Choice
299	02/18/2025	Claims	1	112606	JAY OEN MOTOR COMPANY	369.14	D2 Air Filter; Stock Air Filter; Stock Parts

CHECK REGISTER

Clallam County FD 3

Time: 10:57:08 Date: 02/13/2025

02/18/2025 To: 02/18/2025

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
300	02/18/2025	Claims	1	112607	KROESEN'S UNIFORM COMPANY	22.27	Uniform Tie - McGinley
301	02/18/2025	Claims	1	112608	L.N.CURTIS & SONS	438.50	Powerplex Liquid Detergent; Credit Memo for INV902069 - Compressor Part; Cover G1 Carrier
302	02/18/2025	Claims	1	112609	LAWSON PRODUCTS, INC.	41.97	Stock Drill Bit and Battery Cable Parts
303	02/18/2025	Claims	1	112610	LIFE ASSIST, INC.	7,692.93	EMS Supplies; EMS Supplies; EMS Supplies; EMS Supplies
304	02/18/2025	Claims	1	112611	MCKESSON MEDICAL SURGICAL	2,500.30	EMS Supplies; EMS Supplies; EMS Supplies; EMS Supplies; EMS Supplies; EMS Supplies; EMS Supplies
305	02/18/2025	Claims	1	112612	OLYMPIC DISPOSAL MURREYS DISPOSAL COMPANY, INC	351.08	ST34 Garbage
306	02/18/2025	Claims	1	112613	NIKOLA ENGINEERING, INC	6,930.00	Internet Endpoint Connections - Jan-Jun 2025
307	02/18/2025	Claims	1	112614	OCENS	958.98	Iridium satellite phone minutes used - Dec 2024; Annual iridium satphone airtime plan - Apr2025-Mar2026
308	02/18/2025	Claims	1	112615	OLYMPIC SPRINGS, INC.	30.25	Admin Office Water
309	02/18/2025	Claims	1	112616	PACIFIC OFFICE EQUIPMENT, INC	1,093.94	Reissuing Ck 112425 - Copier Contract Fees and Toner/Waste Toner Bottles; Copier Contract Fees - Admin - 01.01.2025-01.31.2025; Copier Contract Fees - Shop - 01.01.2025-01.31.2025; Copier Contract Fee
310	02/18/2025	Claims	1	112617	PALADIN BACKGROUND SCREENING LLP	862.00	Volunteer Background - Saffold, Leto, Jimmy, Sprenger
311	02/18/2025	Claims	1	112618	PENINSULA DAILY NEWS	70.50	PDN - 26 Weeks - ST37 - Svc Beg 04.17.2025
312	02/18/2025	Claims	1	112619	PETROCARD INC.	4,333.96	Bulk Gasoline; Bulk Diesel; F49 Trans Fluid Analysis
313	02/18/2025	Claims	1	112620	PRICE FORD, INC.	1,569.11	G31 Moulding; G33 Parts
314	02/18/2025	Claims	1	112621	John C Riley	260.00	Neonatal Resuscitation Provider Class - Cascade Training Center
315	02/18/2025	Claims	1	112622	SIRENNET.COM	115.98	G33 Part (ins)
316	02/18/2025	Claims	1	112623	SNURE LAW OFFICE, PSC.	540.00	Legal Services - General - Jan 2025
317	02/18/2025	Claims	1	112624	STERICYCLE, INC.	10.36	EMS Disposal Fee - Minimum Monthly Fee
318	02/18/2025	Claims	1	112625	STRYKER SALES LLC	1,153.80	Wheel Assembly; EMS Supplies
319	02/18/2025	Claims	1	112626	SUMMIT LAW GROUP	2,553.00	Legal Services - General Labor - Dec 2024
320	02/18/2025	Claims	1	112627	SYSTEMS DESIGN WEST, LLC	1,767.55	EMS Billing - Q4 2024
321	02/18/2025	Claims	1	112628	TELEFLEX MEDICAL	3,990.00	EZ IO Needles; EZ IO Needles
322	02/18/2025	Claims	1	112629	TRUE NORTH EMERGENCY EQUIPMENT	4,804.36	D2/Stock Parts; Deck Gun Repair; Ladder
323	02/18/2025	Claims	1	112630	US BANK-CREDIT CARD	18,536.75	2025-0127 US Bank Purchase Card Statement
324	02/18/2025	Claims	1	112631	VESTIS GROUP, INC	123.91	Cleaning services - mats - ST33; Cleaning services - mats - ST34; Cleaning services - mats - ST37; Cleaning services - mats and laundry - Shop; Cleaning services - mats and laundry - Shop; Cleaning se
325	02/18/2025	Claims	1	112632	WALGREENS CO	94.50	Volunteer Medical - HudsonJ

CHECK REGISTER

Clallam County FD 3

Time: 10:57:08 Date: 02/13/2025

02/18/2025 To: 02/18/2025

Page: 3

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
326	02/18/2025	Claims	1	112633	WASHINGTON WATER SERVICE COMPANY	24.79	ST35 Water
327	02/18/2025	Claims	1	112634	Eliza J Winne	62.00	Meal per diem - Rural Pump Ops Class - 01.31.2025-02.02.2025
001 Maintenance & Operations						177,738.92	
						<u>177,738.92</u>	Claims: 177,738.92
						177,738.92	

DRAFT



Clallam County Fire District 3

Motto: *Serve, Respect, Prevent, Protect*



Battalion Chief's Report: 1/1/2025 - 1/31/2025

Prepared by: Chris Turner
Battalion Chief - A shift

- **911 Responses for CCFD#3: From combined BC report- Updated Format.**
 - 851 monthly count. High volume of "Service" type calls this month.
- **Battalion Chief Administrative Meetings:**
 - Daily shift briefings.
 - Fire Code Technician Meeting: *1/2/2025, 1/13/2025.*
 - Staff Meeting at Admin Office: *None*
 - BC Meeting at Admin Office: *1/7/2025.*
 - Operations Meeting at TOC: *1/22/2025.*
 - BOC Meeting: *None 1/7/2025*
 - Levy Committee Meeting: *1/8/2025, 1/22/2025.*
 - Station Visit's & Captain Meeting's: *Daily Visits*
 - Training Committee Meeting: *None*
- **Administrative & Assigned Duties:**
 - Telestaff Staffing & Callbacks.
 - ESO Status:
 - Monthly audit for errors and missing calls.
 - Fix errors for annual review. 2 3-digit codes corrected.
 - Annual audit completed. All calls accounted for. Found one missing.
 - NFIRS data report submitted. *Received Email with 100% submission rate for 2024.*
 - Annual Performance Evaluations:
 - *3 of 4 completed.*
 - *Crew reports 90% complete.*
 - Completed Probationary Activities:
 - *Oberly: Q1 Skills Eval-Passed, Eval posted to Tenzinga.*
 - *Simson: EMS Evaluation scenarios.*
 - *Simson: R34 Operations exam.*

- Fire Inspections:
 - Worked with John Christenson at City of Sequim to complete WSRB Hydrant data on 1/29/2025.
 - Observed FDC Flush for new install at Sequim Library. 1/30/2025.
- Pre-Fire Plans
 - Active 911 updating of PFP is ongoing. *Hydrant Flow Information being added.* Hydrant layer is beginning to get color coded based on flow.
- Prevention Activities
 - See CRR Report (January 411)
 - Champions meeting: 1/6/2025 (*Need more participation*)
 - Sunshine Acres HOA Fire Danger Sign.
 - CPR Classes:
 - Chamber of Commerce Meet & Greet: 1/13/2025.
- Public Relations
 - Press Release for:
 - *Sunshine Acres HOA "Fire Danger" sign restoration.*
 - Social Media Posts submitted for:
 - PSA on Hydrant operational readiness.
 - USFA "Two-Ways Out" Message.
 - Local Press:
 - Phone interview with Matthew Nash re: Call Data for 2024.
 - Request post re: Burnt Hill land clearing burn to reduce 911 calls.
- Responses.
 - *MVA Palo Alto, Stuck AS unit at Youngquist Rd.*
 - *CPR's. (3)*
 - *Vehicle Fire Hwy 101, MVA Hwy 101, Car vs. Pedestrian.*
 - *W. Fir Street Structure Fire.*
 - *Life Flight from Helistop for STEMI.*
- **A Shift Training:**
 - January Run-Review & Inservice: *Burns.*
 - 1st quarter EMS Connect & 1st quarter Fire Training as assigned.
 - Technical Rescue Team Drill: *1/16/2025 Annual Rope Skills Evaluations.*
 - Monday Night Volunteer Drill: *1/13/2025 Station Drills.*
 - EVIP TRT Truck & Trailer: *1/26/2025.*
- **Planning and On-Going projects:**
 - CRR Champions meetings and agendas. **Next meeting is 2/6/2025.**
 - Upcoming fire prevention event coordination and scheduling.

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

2025						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	1/2/2025	Sandy Boudrou	Public CPR	CPR	CPR Manequins	10	Sandy Boudrou	Sequim, WA		
	1830	2.5 Hours	CCFD3 TOC Classroom				425-359-1774			
2	1/2/2025	Chris Turner/Lt. McKenzie	CRR Champions	CRR		6	John McKenzie	Sequim, WA		
	1700	2.0 Hours	CCFD3 TOC Classroom				415-577-8331			
3	1/8/2025	BC Turner/Brandan Tucker	CRR Presentation	CRR	Repaired Sign	20	Chris Turner	Sequim, WA		
	1400	1.0 Hour	SAPOA-DP HOA							
4	1/10/2025	B-Shift	FIRE ENGINE	CRR	E33	4	Kelsey Mendiola	Sequim, WA		
	1430	1.0 Hour	Greywolf Turkey Trot Winner				kelseymendiola@hotmail.com			
5	1/24/2025	C-Shift	FIRE ENGINE	CRR	E34	4	Kelsey Mendiola	Sequim, WA		
	1430	1.0 Hour	Haller Turkey Trot Winner				kelseymendiola@hotmail.com			
6	1/19/2025	Joel Bower	CPR/Stop the Bleed	CPR	CPR Manequins	21	Joel Bower	Sequim, WA		
	1500	3.0 Hours								
7										
8										
9										
10										
11										
12										
13										
14										



District Incidents

January 2025



Code	Incident Type	# of Calls	Station 31	Station 32	Station 33	Station 34	Station 35	Station 36	Station 37
FIRE									
1000	Miscellaneous Fire	1	0	0	0	0	0	0	1
1001	Mutual Aid/Auto Aid	0	0	0	0	0	0	0	0
1110	Structure Fire (Commercial)	0	0	0	0	0	0	0	0
1111	Structure Fire (Residential)	7	0	1	4	2	0	0	0
1140	Chimney Fire (Confined to Chimney)	3	0	0	1	2	0	0	0
1210	Fire in mobile home or RV used as a fixed residence	1	0	0	0	0	0	0	1
1220	Fire in motor home, camper, or RV	0	0	0	0	0	0	0	0
1310	Vehicle Fire	2	0	1	0	0	0	0	1
1420	Brush/Grass Fire	0	0	0	0	0	0	0	0
1421	Brush/Grass Fire from Illegal Burn	0	0	0	0	0	0	0	0
Totals		14							
EMS									
3201	MIH-Community Paramedic	18	0	0	4	13	1	0	0
3210	BLS	370	9	19	69	248	7	1	17
3211	ALS	161	5	12	27	105	3	0	9
3212	BLS-Service	97	3	6	21	62	2	0	3
3213	BLS-Service Invalid Assist	33	2	1	6	21	0	1	2
3215	ALS-CPR	7	0	0	2	5	0	0	0
3216	ALS-STEMI	3	0	0	0	3	0	0	0
3220	MVA-BLS	4	1	0	1	2	0	0	0
3221	MVA-ALS	1	0	0	0	1	0	0	0
3222	MVA Service (Refusal, No Pt, etc)	6	0	0	0	4	1	0	1
3810	TAC MED Standby	1	0	0	0	1	0	0	0
Totals		701							
RESCUE									
3540	Trench Rescue	0	0	0	0	0	0	0	0
3550	Confined Space Rescue	0	0	0	0	0	0	0	0
3560	Rope/High Angle Rescue	0	0	0	0	0	0	0	0
3610	Surface Water Rescue	0	0	0	0	0	0	0	0
3630	Swiftwater Rescue	0	0	0	0	0	0	0	0
Totals		0							
HAZARD									
4220	Hazardous Material with a spill or release	1	0	0	0	1	0	0	0
4420	Overheated Equipment (Motor/Wiring)	0	0	0	0	0	0	0	0
4440	Power Line Down	2	0	1	0	1	0	0	0
Totals		3							
SERVICE									
5000	Service Call-Other	32	0	1	3	27	0	0	1
5100	Service Call-Olympic Ambulance ONLY	10	0	0	1	9	0	0	0
5500	Service Call-Smoke, water, etc.	6	0	0	1	4	1	0	0
5610	Illegal Burning	3	1	0	0	2	0	0	0
Totals		51							
CANCEL/BURN									
6110	Dispatched & Cancelled Enroute	17	0	1	6	10	0	0	0
6111	Dispatched & Unable to Locate Call	0	0	0	0	0	0	0	0
6112	Dispatch Error	9	0	0	0	9	0	0	0
6220	No Incident found at dispatch address	10	0	0	1	8	1	0	0
6310	Smoke Complaint/Controlled Burning	12	1	2	1	4	2	0	2
6710	Hazardous Materials-NO spill or Release	0	0	0	0	0	0	0	0
Totals		48							
ALARM									
7100	False Alarm-Activated by a Person	11	0	0	1	10	0	0	0
7300	False Alarm-System Malfunction	8	1	1	1	5	0	0	0
7400	Alarm System Activation-NO FIRE	3	0	0	0	3	0	0	0
7460	Carbon Monoxide Detector Activation-NO CO	2	0	0	1	1	0	0	0
7461	Carbon Monoxide Detector Activation -WITH CO	0	0	0	0	0	0	0	0
Totals		24							
MISC									
9001	Dispatch Test	3	0	0	3	0	0	0	0
9002	General Alarm	0	0	0	0	0	0	0	0
9003	Training Activity	0	0	0	0	0	0	0	0
9004	Dispatch Error-Not a FD3 CFS	7	0	1	0	6	0	0	0
Totals		10							
Monthly Call Total (Minus MISC):		841							



Clallam County Fire District 3

Motto: Serve, Respect, Prevent, Protect



Battalion Chief's Report: 1/01/2025 - 1/31/2025

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 1/07/2025
- Commissioners Meeting at TOC 1/07/2025 and 1/21/2025

▪ **Administrative/Training Duties:**

- Telestaff Staffing & Callbacks
- 25 January training requests submitted for upcoming classes/conferences.
- All Hands Volunteer Meeting 1/6/2025
 - Review of 2024 Training
 - Plan for Training in 2025 and budget
 - Training ground update
- Acting Captain Taskbook Panel Review for FF/PM Kroh 1/10/25
 - Administration office
 - Chief Grider, Chief Hudson, Captain Albers, & BC Anderson
 - Passed and now Acting Captain on C shift
- Meeting with FF Darling regarding Acting Captain Task Book 1/10/2025
- Development/Coordination Training Calendar Meeting 1/14/2025
 - 3-year plan with Volunteer Coordinator Lovering
- Volunteer Officer Meeting- 1/15/2025
 - Presented ITAC review and scenario training
- IFSAC Evaluator for Hazardous Materials Operations test- 1/18/2025
 - Training Grounds
 - Clallam County Fire Academy recruits

- Coordinate development of CCFD#3 IFSAC Driver/Operator Class
 - Pump Cadre developed in 2024
 - Lead Instructors created outline
 - Coordinated IFSAC testing date and TCO for 4/21/25
 - Training announcement sent out 1/16/25- in house.
- East Jefferson Fire and Rescue Lieutenant promotional testing evaluator 1/22/25
 - Evaluated tactics scenarios for 7 candidates
- **B Shift Training/Activity:**
 - B shift training 1 probationary firefighter- Bowe
 - Greywolf Elementary Turkey Trot Winner Fire Engine ride home 1/9/25
 - B shift Officer meeting 1/15/25
 - PFF Bowe completed and passed Quarter 2 FF Skills evaluation 1/22/25
 - Fire/EMS training as assigned in Target Solutions
- **Planning and On-Going projects:**
 - Continuing 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
 - Assist members with further training requirements per policy 2740
 - Ongoing validation of Target Solutions assignments completed by members



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

Battalion Chief's Report: 1/31/2025

Prepared by: Elliott C Jones, C-Platoon

- Community Paramedic (CP) Update: In-person review by M. Karjalainen.

Jan 1-Jan 31, 2025

Transport Disposition	Total Records	Percentage of Records
No Transport	138	25%
Patient Refused Transport	68	13%
Transport Unknown	4	1%
Transport by Another EMS Unit	187	34%
Transport by Another EMS Unit, with a Member of This Crew	125	23%
Transport by This EMS Unit (This Crew Only)	17	3%
Transport by This EMS Unit, with a Member of Another Crew	1	0%
N/A	3	1%
Grand Total	543	100%

Transports by CCFD3		
2024		2025
19	January	18
24	February	
13	March	
8	April	
11	May	
14	June	
22	July	
25	August	
36	September	
22	October	

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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Commissioners

Justin Grider, Fire Chief

-
- EMS Division Updates:
 - Captain Konopaski has secured EPIC access permissions with OMH and Jamestown, paperwork in, awaiting logins
 - We received federal ALERRT grant funding and will host regional training in June, flyer out (McGinley and Konopaski approved by DC Hudson)
 - Submitted Rural Healthcare grant application package
 - Beginning agency, vehicle, and individual license renewals with DoH
 - Building updated unified response and RTF training to deliver in February (Capt. Konopaski)
 - NWREMS protocol update continuing
 - QA/QI audits, monthly training, safety committee, EMS council
 - Battalion Chief Administrative Meetings:
 - Conducted daily shift meetings
 - Participation in staff meetings
 - Attended Ops Meeting at the TOC
 - Continuation of Probationary FF training
 - EMS Administrative Duties:
 - EMS Council
 - MPD assigned call sign MPD11 and can self-assign to CC calls of all types
 - Completion of EMS audit of January Narcotics: Zero Errors
 - 2024 Narcotics Audit *underway* January 2025 completion expected in February 2025
 - EMS Education:
 - EMS Skill Sheets- completed
 - 4th quarter EMS OTEP audit completed
 - 1st quarter OTEP updated and is live
 - Planning and Ongoing projects:
 - Collaboration with SDHG for Ultrasound for Community Paramedic (operational Jan 2025)
 - QA/QI on all STEMIs and trauma cases completed for January with MPD
 - Continuing Education/Training:
 - Completed After Action Report with C-Platoon for Townline Rd Structure Fire
 - Completion of Vector Solutions monthly & Q1 quarterly requirements
 - Audit for 2024 EMS OTEP & Run Review completed
 - Participation in EMSConnect for continuing education
 - Education for Zoom, BC Bootcamp course, and Vector Solutions: January-February
-

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.

CLALLAM COUNTY FIRE DISTRICT 3

Agenda Bill No. 1

Board of Commissioners meeting **2/18/2025**

To: Board of Commissioners
From: Chief Justin Grider and Mark Karjalainen
Subject: MIH-CP Program Update

Recommendation: None, information only.

Background: Staff have successfully implemented a MIH-CP program by appointing Firefighter/Paramedic Mark Karjalainen. He is here to share a 6-month update on the program.

Discussion: Firefighter/Paramedic Mark Karjalainen is here today to give a six-month update on the program.

Attachments: None

Alternatives: None

Fiscal Considerations: N/A

Impact to the Community: Staff believe that having MIH-CP program will reduce unnecessary 911 calls and decrease call volume for frontline medics' overtime.

CLALLAM COUNTY FIRE DISTRICT 3

Agenda Bill No. 2

Board of Commissioners meeting **2/18/2025**

To: Board of Commissioners

From: Chief Justin Grider

Subject: 2024 CERT Annual Report

Recommendation: Information only

Background: Emergency Planner Blaine Zechenelly will present the highlights of the 2024 Annual Report for CERT (Community Emergency Response Teams). This item is for information only and both Chief Grider and Mr. Zechenelly will be available to answer any questions the Board should have.

Discussion: N/A

Attachments: 2024 Cert Annual Report

Alternatives: None

Fiscal Considerations: N/A

Impact to the Community: To highlight the work that was completed last by CERT in 2024.

Eastern Clallam County Community Emergency Response Team



Clallam County Fire District 3's Eastern Clallam County
Community Emergency Response Team Program
includes the communities surrounding the City of Sequim, Jefferson County's
Gardiner Community, West Discovery Bay, and the Jamestown S'Klallam Tribe.

2024 Annual Report

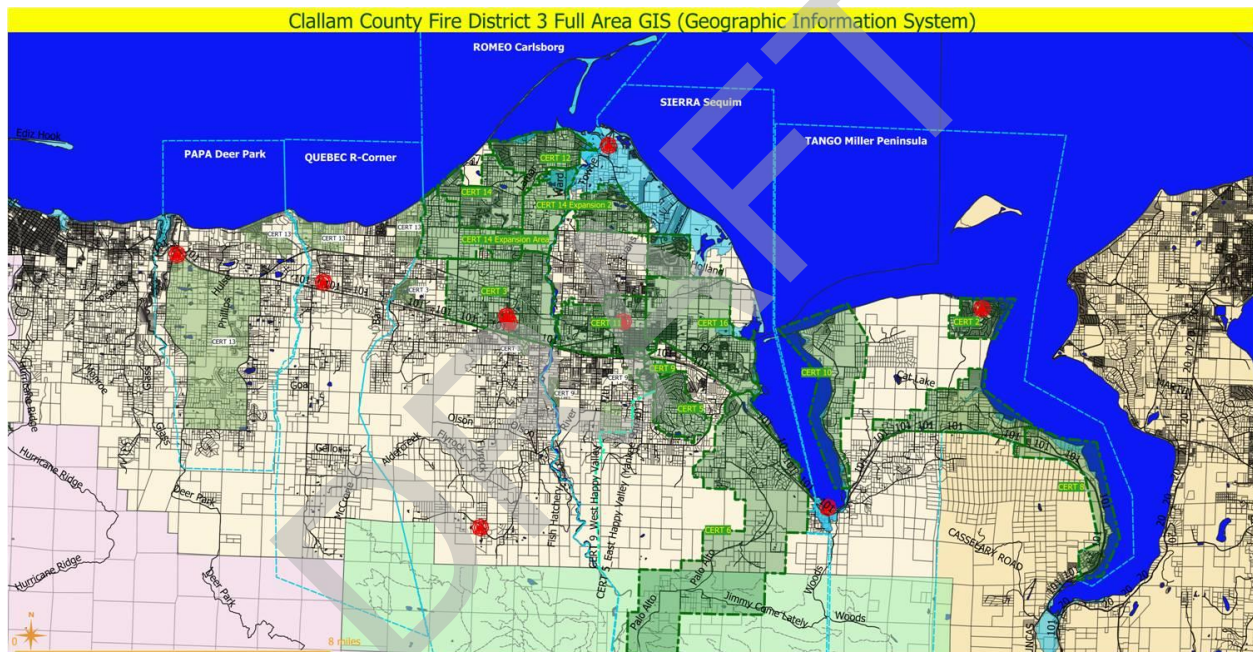
Created by: Blaine Zechenelly and Charles Meyer
For: Clallam County Fire District #3

Table of Contents

Subject	Page
Introduction.....	1
Executive Summary.....	2
Program Purpose.....	3
Program Vision.....	4
Program Goals.....	4
Metrics and Returns on Investment (ROI).....	5
Program Strengths, Weaknesses, Opportunities and Risks.....	9
Program Innovations and Results.....	10
Volunteer Activities.....	13
Volunteer Recognition and Accolades.....	23
Next Steps.....	25
Thanks.....	26
Conclusion.....	27

Annual Report Introduction

Beginning in the Autumn of 2016, concerned First Responders associated with Clallam Fire District 3 (CCFD3) began developing an expanded training program for Community Emergency Response Team (CERT) volunteers on the Olympic Peninsula. CCFD3 soon created a unique CERT program tailored to the specific needs of the Olympic Peninsula that incorporated and expanded upon well-known First-Responder best-practices. CCFD3's unique CERT program is now a highly innovative and systematic program that organizes, trains, equips and sustains a continuously ready cadre of CERT volunteers.



Emergency Response Teams are assigned to serve within defined “islands” of operational responsibility to augment limited First Responder assets during times of widespread disaster.

CCFD3's tailored program has set up 17 regionally based team organizations with robust command, control and communications structures and individualized team operations assignments. Each team meets monthly to conduct training specific to its assigned area of operation. This high degree of team preparation is necessary because of the severe risk and uncertain timing of a geologically imminent, Cascadia Subduction Earthquake event that is forecasted to collapse both public and private infrastructures and impose major disruptions along the western coasts of the United States and Canada.

Executive Summary

The important points that one should derive from this annual report are as follows:

- There is a severe need for increased emergency preparedness across the entire Olympic Peninsula because the life-threatening effects of a major Cascadia Subduction earthquake event will certainly be severe and widespread. Moreover, the larger population centers elsewhere, along the I-5 corridor, will become the predictable and most urgent focus of the majority of Washington State and national emergency response efforts. Consequently, we as Peninsula residents cannot expect to receive any significant delivery of emergency assistance from outside sources during the weeks and months that follow a major disaster.
- Our Sequim Operational Area (SOA)/CERT Program offers Emergency Managers in Sequim's operational area an immediately available and viable means to materially reduce or mitigate the effects of such a major disaster within our local communities.
- Our SOA/CERT Program relies on the willingness of citizen volunteers to step forward and serve their fellow neighbors in need, without any pay or compensation, which results in a highly cost-effective means to augment the limited numbers of available professional responders. CERT volunteers are vetted, certified and trained to perform light urban search and rescue duties. When mobilized to serve, CERT volunteers enjoy official status as badged Washington State Emergency Workers.
- Our SOA/CERT Program is seeking to sustain and enhance its high degree of readiness, first by making the public more aware of its mission objectives through the use of news media, radio presentations and service activities that are visible to the local communities. The Program also reaches out to the community simply through word of mouth to proactively recruit additional volunteers and leaders in order to maintain and even expand response team service capabilities in their assigned operational areas.
- CCFD3 continues to refine and evolve its SOA/CERT Program in ways that usefully employ the many talents of its members. CERT members continue to prove their willingness to serve our community in various ways, even in non-disaster contexts such as mass vaccination efforts, traffic management and food distribution activities. The SOA/CERT Program is demonstrably a highly valuable community resource that works to achieve the greatest good for the greatest number.

Program Purpose

Clallam County emergency managers must anticipate and develop the means to respond to a violent Cascadia Earthquake event in which the bulk of our public support infrastructure elements (power, roadways, bridges and communications systems) are credibly predicted to suffer such extensive damage that the entire Olympic Peninsula may very well be left completely isolated. Our communities should expect to be cut off from outside agency deliveries of food, medical support, and sheltering facilities for an extended period of time (weeks, if not months). Such a widespread event and its consequent after-effects would completely overwhelm Clallam County's very limited numbers of available First Responders.

The seriousness of this anticipated disaster scenario has motivated CCFD3 emergency planners to develop an expanded CERT program, incorporating emergency capabilities that, by necessity, must exceed the scope of the standard FEMA-based CERT programs used elsewhere.

The purpose of Eastern Clallam County's CERT Program is to develop and maintain a readily deployable cadre of highly trained citizen volunteers who would be able to safely augment local First-Responders. CERT volunteers can be mobilized quickly to help mitigate the initial effects of a broad-ranging disaster for our affected populations. By training CERT volunteers, CCFD3 has created a group of vetted augmentees who are also able to serve in secondary responder roles.

Trained CERT volunteers, assigned to and deployed within specific neighborhoods, are prepared to serve as the principal means by which all our citizens can remain informed about disaster assistance plans and be provided with the vital material support that they will need, such as food, water, basic first aid, traffic control, etc. Because CERT volunteers are also residents of the specific communities in which they are deployed, CERT members can also function as an authoritative and calming presence to their local populations during such emergencies. Finally, because CERT teams participate in monthly training activities that prepare them to deal with major disasters, this also enables them to respond to and deal with a large variety of lesser emergencies too, thus reducing the risks to public safety in general.

DIVERSITY STATEMENT:

The volunteer CERT program is committed to local community service, and the activities in which it engages are informed by and considerate of our underserved, underrepresented or marginalized communities. At its heart, this CERT program represents a highly inclusive, community service initiative that is primarily focused on preserving human lives and promoting public safety among our most vulnerable citizens during times of disaster.

Program Vision

CCFD3's SOA/CERT Program seeks to train, organize, equip and sustain at least twenty continuously operational CERT teams capable of participating in:

- Type IV (light urban) search and rescue operations involving non-structural entrapment;
- Light fire extinguisher and suppression skills.
- Disaster medical assistance operations involving victims' triage with treatment and transport.
- Tasks that are safely conducted within pre-authorized operational areas using tools and procedures that are consistent with, and do not exceed, CERT specific training and certification levels.
- Volunteer support services within the Sequim Operational Area (SOA).

Program Goals

- **GOAL 1:** Train advanced skills that meet Urban Search and Rescue Type IV standards. Incorporate all applicable training materials within the CERT Academy syllabus. Augment standard training topics with additional materials that respond specifically to local circumstances.
- **GOAL 2:** Develop policies for shared interagency resources during disaster recovery periods.
- **GOAL 3:** Develop a strategy for applying for grants or other funding sources.
- **GOAL 4:** Establish regular access to appropriately sized meeting spaces to accommodate on-going CERT training activities.
- **GOAL 5:** Define and develop a concept of operations for disaster-related, emergency drone flights over affected communities and structures. Develop a cadre of FAA Part 107 certified drone pilots and build up an inventory of mission capable drones.

Metrics and Returns on Investment (ROI)

- SCOPE:** From 2016 to date, the Academy has trained:
- 1009 individuals that have completed the academy.
 - 17 individuals who did not complete academy training.
 - 58 individuals are for outside organizations (7 Jefferson County, 51 Clallam County)
 - 417 of those individuals are no longer available.
 - 534 individuals are assigned to 17 operational teams.

FUNDING: As of December 31st, 2024, CCFD3's CERT program has received grant funding and local contributions in the amount of \$10,600 (\$73,851 program to date) from the following sources:

- 2024 \$0 from the Federal Government.
- 2024 \$4800 from Local Government.
- 2024 \$5800 from private community donations.

All contributions were spent on safety and communications equipment, equipment storage, and medical supplies. CCFD3's volunteer CERT members, instructors and trainers all donate their time and dedicate their personal resources on a purely pro-bono basis. Because of the enormity of the structural challenges facing the CERT effort, this program must continuously look for additional funding sources. Emergency Response Team volunteers also contribute personal funds to purchase the needed first aid and rescue tools in order to prepare themselves for a disaster event.

COMMUNITY BENEFITS: The CERT program, as currently constructed, serves the citizens of the Olympic Peninsula by providing a viable means to reduce or mitigate loss of life in the aftermath of a major disaster in the community. Trained CERT volunteers, deployed to specific neighborhoods, will likely serve as the principal means by which citizens can remain informed about disaster assistance plans. Because they are also residents of the specific communities in which they are deployed, CERT members can serve as an authoritative and calming presence during such emergencies. CERT volunteers can also perform secondary missions of food, water, and supply distribution, traffic control, basic first aid, etc. CERT teams train to deal with a major disaster to be sufficiently prepared to deal with lesser emergencies as well.

BENEFITS FOR FIRE DISTRICTS: The CERT program serves to augment and enhance the ability of the Fire District(s) to perform their missions during a major emergency. During times of overwhelming demand for limited First Responder resources, the addition of CERT trained volunteers offers fire commanders a trusted force multiplier that can be deployed and directed to great effect. The CERT volunteers offer their services freely, and such help, when properly trained and organized, is extremely cost-effective. The CERT Program, as it develops over time, will also serve to bridge civilian relationships with professional responders and strengthen mutual trust and reliance on the contributions each team can make in times of emergency.

BENEFITS FOR EMERGENCY MANAGERS: Elected leaders and agency managers who must respond quickly to a wide-spread disaster event will appreciate the contributions of CERT trained and State certified volunteers who can be deployed in numbers to mitigate the effects of the disaster on human lives and property. Moreover, CERT volunteers who are present on-scene can provide real time ground truth reports and damage assessments to emergency managers and higher authorities as the full extent of the disaster unfolds. The benefits of CERT Program assets are important and should thus feature prominently in the Clallam County's Comprehensive Emergency Management Plans that are written to guide governing body responses to disaster events.

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MONETARY VALUE OF CERT CONTRIBUTIONS

Area	Tasks	Month	Events	Persons*	Hours	
OPERATIONS	*Person per day	Jan/Feb	2	68	690	
	CERT Classes: Academy (Basic Training) classes are conducted every month except in June, July, August and December.	Mar	1	32	298	
		Apr-May	0	0	0	
		Sep-Dec	3	62	1026	
	Totals =		6	162	2014	
		Month	Events	Persons	Hours	
		Jan	15	203	896	
	Monthly Team Activities from 078s	Feb	15	200	765	
		Mar	15	221	814	
		Apr	15	207	875	
		May	15	195	753	
		Jun	16	219	951	
		Jul	14	187	1088	
		Aug	16	223	976	
		Sep	15	185	918	
		Oct	16	224	1039	
		Nov	16	217	778	
		Dec	13	84	390	
		Totals =		181	2365	10243

Area	Tasks	Month	Events	Persons	Hours
	Captain Meetings		10	162	393
	Division Chief/Operations		16	273	1873
	Administration Overhead		12	12	2055
	Clallam Ready (formerly MYN)		80	252	1008
	Totals =		118	699	5329

Sequim Community Events	Irrigation Festival Parade	May	1	50	166
	Safety & Information Fair	Oct	1	82	496
	Sunshine Festival	Mar	1	48	165
	4 th of July Parking Support	Jul	1	30	245
	Boys & Girls Club- Back to School	Aug	1	13	62
	Air Affaire	Aug	1	8	46
	Garden Show at B & C Club	Mar	1	18	151
	Tractor Parade Sequim	Nov	1	12	26
	Diamond Point Air Show	Aug	1	4	25
	Hurricane Ridge Dog Show	Jul	1	40	351
	Frosty Moss	Mar	1	18	74
	Crazy Callen Weekend- Irrigation	May	1	28	174
	Lavender Festival	Jul	1	68	451
	Special Training Drone/Safety House	Sep	2	38	110
	Food Distributions	Nov + Dec	2	69	339
	Totals =		15	488	2881

The monetary value of CERT volunteer hours is set by Independent Sector for 2024 as \$33.49 per hour. (See <https://independentsector.org/>) Administration Overhead hours for the team were 2055 hours for 2024. This consisted of coordinating classes, calendaring events, issuing IDs, yearend reports, public information work, after action reports. Combining the hours associated with class time, operations, leadership meetings, and event activities yields 20467 hours. The total value of the volunteer hours for the year was worth \$685,440 to the community.

Between 2016 and present, volunteer hours have been worth \$4,162,358 to the community.

VOLUNTEER PARTICIPATION & HOURS

TOTAL 2024	354	3714	20467
The value of volunteer time for 2023 is \$31.80 per Hour			\$633,583

Program Strengths, Weaknesses, Opportunities and Risks

The SOA/CERT Program's Strengths, Weakness, Opportunities, and Risks indicates the following:

STRENGTHS

- An abundance of technical expertise resides within SOA's existing population.
- CERT-operated radio communications systems can support SOA emergency operations.
- CERT enjoys local government & tribal support.
- Strong community support exists for volunteer service.

WEAKNESSES

- Succession shortfalls: too few leaders are available to preserve program success.
- Limited or unreliable classroom meeting spaces and equipment storage sites.
- Not enough volunteers to serve a 142 square mile area containing 40,000+ persons.
- Aged and aging CERT volunteer population.
- Local medical facilities and schools have only cursory, if any, integrated disaster plans.
- Insufficient program funding exists relative to the scope of preparatory tasks.
- Politically, disaster preparations lack high statewide priority.
- Disaster transportation and resupply corridor plans remain incomplete (in-process);

OPPORTUNITIES

- Strong City of Sequim support for SOA operations, even beyond city boundaries.
- Leverage relationships with the media.
- Link up with the Pacific Northwest Seismic Network (PNSN), Legislators, National Guard, and State Emergency Management Department (EMD).
- Leverage deep reserves of available community members' skills.
- Obtain Defense Reutilization and Marketing Office (DRMO) support.
- Integrate and collaborate with Disaster Air Response Team (DART) resources.
- Enlist support and collaboration with surrounding counties; combine resources to establish a Regional CERT Academy.
- Leverage relationship with the Ruckelshaus Institute of Government Relations.

RISKS:

- National Guard medical units currently unavailable to our SOA (half of Clallam County);
- Low sense of urgency among State policymakers, disaster processes, and functions.
- Fire District(s) generally lack high priority or access relative to DRMO support.
- The State Catastrophic Incident Planning Team (SCIPT) anticipates that very few and possibly none of the State's emergency resources will be available to the Olympic Peninsula subsequent to a Cascadia disaster event.

Program Innovations and Results

INNOVATIONS:

- **RESPONSE PRIORITIES** - In the first week after an event, the five highest Sequim Operational Area (SOA), response priorities will be:
 1. Restoring Communications, Command and Control.
 2. Rapid attention to Life Safety issues (Medical Care, Search and Rescue);
 3. Comprehensive Damage Assessment and Reporting.
 4. Restoring supply lifelines (reopening roadways and transportation corridors);
 5. Organizing Mass Care and Sheltering facilities.

Consistent with these response priorities, SOA/CERT teams are organized and deployed specifically to support connectivity, life safety, and damage assessments. The SOA/CERT Program represents an innovative and largely unique response to the special conditions and potential disaster risks that exist on the Olympic Peninsula.

- **CERT MEMBERS:** Every SOA/CERT team member must be a CERT Course graduate, certified, receive Washington State Emergency Worker identification, and be assigned to serve under the operational control of a responsible government agency.
- **CERT ORGANIZATION:** SOA/CERT members must maintain continuous readiness for possible mobilization. Each CERT team must contain a minimum of 10 members; ideally 20 to 25 members. The team must meet monthly to train and maintain individual and team skills, and new training topics will be presented from time to time. When deployed, the team will be assigned to a defined area of operation (micro- island/neighborhood).

PROGRAM DEVELOPMENT

- RECRUITMENT – New CERT members are recruited by “word of mouth” from current CERT members and various community awareness activities. Volunteers participate in a 25-hour basic academy held over three Saturdays. Based on their home address, academy graduates are assigned to a CERT search & rescue team based in their own local neighborhood.
- OPERATIONAL CHAIN OF COMMAND – The SOA/CERT Program is sponsored by Fire District #3 which is the “Authority Having Jurisdiction” over all official, operational activities of the SOA/CERT program. All CERT program development, volunteer training and mobilization authorities are subject to and performed under the direct control and oversight of CCFD3 which, in turn, also responds to and supports Clallam County and City of Sequim Unified Command emergency management requirements.
- PROGRAM SUPPORT – The program forms teams to cover various neighborhoods, establish team leadership, and assign new members accordingly. Teams continue training monthly to maintain skills required for Type IV Urban Search and Rescue standards. CERT teams will have specific assigned missions, pre-established plans, assembly areas, equipment sets, search areas and leadership.
- PROGRAM STRUCTURE – CERT Program management entails:
 - Providing all Basic CERT Course instruction from FEMA, together with training enhancements specific to the Sequim Operational Area.
 - Neighborhood-specific team formation for continuous readiness in each locality.
 - Structured program leadership, oversight processes and ongoing support.
 - Regular exercises and drills to maintain skills and abilities.
 - A graduated training syllabus to support an optional skill “type” progression (notional).
- CCFD3 CERT AWARD POLICY – In 2021, CCFD3 instituted a recognition program for its CERT volunteers. The purpose of the CERT Program’s award policy is to establish a means to recognize the personal contributions of individual volunteers who, by their dedicated investments of time and resources, materially advance the vision and purpose of the CCFD3 CERT Program. CCFD3 CERT achievements, accomplishments or service on which nominations are based...
 - Must have been performed on a volunteer basis, without pay.
 - Must support CCFD3 CERT’s vision and purpose; and
 - Must be replicable and inspire others to pursue similar accomplishments.

- TRAINING STANDARDS FOR CERTs – CCFD3 has studied the possible implementation of FEMA’s new initiative regarding National Qualification Standards for CERT participants. As always, the safety of every CERT member is our number one priority. To ensure that our members are properly trained and are maintaining verifiable competence in the tasks to which they will be assigned, CCFD3 considers a revised training and qualification environment that validates our confidence in each of our volunteers’ readiness to respond whenever or wherever they are needed. Well-trained members are safer members. When FEMA eventually issues its expanded guidance, CCFD3 will consider how to best to apply it to the specific and particular needs of our SOA/CERT program.

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VOLUNTEER ACTIVITIES

“CLALLAM READY” REPLACES MYN



The Clallam County Emergency Management (CEM) Division recognizes the importance of encouraging citizen preparedness for widespread emergency or disaster situations. One such program for accomplishing this is now called “**Clallam Ready**,” (formerly known as Map Your Neighborhood) a localized organizing concept similar to a Street Watch program. **Clallam Ready** initiatives are designed to encourage nearby neighbors to cooperate, organize and map out how they might best support each other in times of local emergency conditions. CEM has delegated the task of promulgating **Clallam Ready** information and training to each of the five operational areas in Clallam County. Within the SOA, Fire District #3 has an oversight of the **Clallam Ready** Program. While **Clallam Ready** is not a CERT function, it is nevertheless a related mission that is promoted, overseen and supported within the Fire District, and thus remains as a useful adjunct and corollary to the preparatory work of our SOA/CERT disaster training and mission objectives. <https://www.bellelealand.net/clallamready>.

JANUARY SAR TRAINING EVENT



In January 2024, SOA/CERT organized and hosted a Search & Rescue exercise at a local house that had been scheduled to be demolished and burned later that month. In cooperation with CCFD3, the house was opened and “survivors”



were pre-positioned inside whom the searchers would need to find, triage and report. CERT members were able to participate in or observe this SAR exercise. Note that this house was a two-story structure which offered an interesting new perspective for the searchers. The searchers were confronted with bare electrical wires, slippery surfaces, stairs, and other obstructions to complicate their efforts. The exercise offered a rare opportunity for our SOA/CERT program to explore a SAR problem that would closely resemble the kinds of situations we might encounter in the aftermath of a real disaster event.

KSQM 91.5 FM CONDUCTS MONTHLY CERT INTERVIEWS



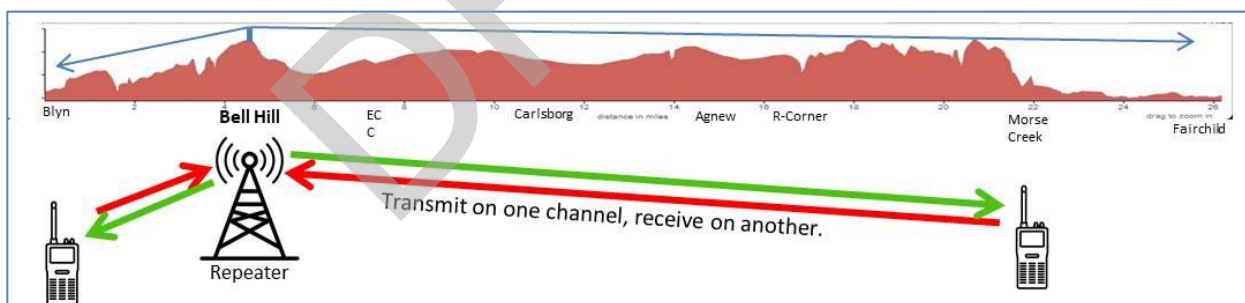
Radio Station KSQM has proven to be a great friend and ally of the SOA/CERT Program. In 2024, CERT member Jim Emett hosted a regular "Papa Jim" show on KSQM. As part of his show content, he has begun to conduct a series of on-the-air interviews with SOA/CERT personalities. His interviews serve to feed a growing community interest in our CERT program activities. By such regular CERT exposure to the listening public, Jim is working to encourage more people to consider preparing themselves, their families and their households for potential emergency situations and possibly choosing to join our SOA/CERT Program. Jim's interviews are regularly scheduled on the third Friday of each month, from noon to one o'clock.

CERT INITIATES FD3 COMMUNITY TRAINING



CERT-11 personnel organized a 25 May neighborhood training event in Sherwood Village that involved inviting CCFD3 to provide a safety orientation on the proper use of fire extinguishers. Such training could become a useful precursor to motivating neighborhoods to initiate their own Clallam Ready organization, or it could even inspire some individuals to volunteer to become new CERT members. Battalion Chief Turner told Blaine Zechenelly what a "force multiplier" the CERT program can be when CERT members reach out and include their neighbors in preparedness functions.

CERT RADIO SYSTEM UPGRADES



The overall area of operational responsibility that our SOA/CERT Program must serve during a disaster situation is very large. This large area, extending as it does from Deer Park to Discovery Bay, makes SOA/CERT emergency communications a very difficult command and control challenge. In early February, 2024, a team of CERT volunteers successfully installed a radio repeater station atop a private residence on Bell Hill. The owner's home is situated at approximately the highest point on Bell Hill. The repeater station now enables complete radio connectivity between the far eastern and far western sections of the Sequim Operational Area, and will likely even extend as far as Fairchild Airport. As the elevation chart shows, Bell Hill's altitude of 1037 feet ASL will provide reliable CERT radio communications even when other systems are not available. The repeater station will be battery powered. Solar panels will be used to recharge the battery each day.

IRRIGATION PARADE PARTICIPATION



Our CERT Program was very visible to the public during Sequim's Irrigation Festival week as SOA/CERT maintained a booth at Carrie Blake Park and also marched in the Irrigation Festival parade as part of the Fire District #3 presence. In 2024, CERTs were in the parade's 3rd position, right up front. CERT recruiting is typically accomplished by word-of-mouth advocacy, but this annual parade helps to keep the CERT Program in the public eye. Natural attrition of our members requires that we continue to look for ways to attract new volunteers. This parade is just one way to accomplish that purpose.

CERTS SUPPORT THE SEQUIM SUNSHINE FESTIVAL



Sequim's 5th Annual Sunshine Festival was held on March 1 and 2. The Sunshine 5K race was held on Saturday, and a drone show took place the evening of 2 March. CERT



volunteers were on hand to control traffic and protect the runners. Many of the runners thanked the road guards as they passed by. CERT volunteers were joined by members of the Sheriff's volunteers, Sequim Police volunteers, and Sunshine Festival volunteers. This was truly an interagency effort.

SOROPTIMIST GARDEN SHOW SUPPORT



Our CCFD3/CERT Program was asked again this year in March to assist Soroptimist of Sequim in managing traffic and parking associated with their Garden Show at the Boys & Girls Club in March. Soroptimist was very appreciative of CERT's community service, and forwarded a glowing letter of thanks to Chief Grider, in which they observed that the CERT group was extremely well organized and well versed in what was required to maintain safe and efficient traffic flow. They were gracious to the public, while at the same

time assisting drivers to locate the parking spaces that were available. The Soroptimist letter also said that CERT is really an effective public relations tool for FD3.

CERT SUPPORTS JULY 4TH EVENTS



Sequim's July 4th event was supported by 30 CERT volunteers who helped direct and park hundreds of vehicles at Carrie Blake Park. Beginning around 9AM, the park quickly filled up with food vendors, musicians and throngs of visitors. The skies were clear and the weather was warm. Our CERTs had to manage continuous vehicle ingress and egress throughout the day. Vendors and band members needed access to convenient parking, and also there never seemed to be enough ADA-type parking slots. At the end of the fireworks show, our CERTs guided the vehicles safely to the park exits, and remained on duty until nearly midnight. That's community service!

SOA/CERT SUPPORTS SEQUIM LAVENDER FESTIVAL



Each July during Sequim's Lavender Festival celebrations, SOA/CERT sets up an information booth, together with **Clallam Ready Sequim** representatives, to inform the thousands of visitors of the presence of our community service programs. We are also able to provide useful information regarding some of the local risks and hazards here on the Peninsula. The booth is well equipped with charts and brochures to promote public emergency preparation planning. Over the course of the three-day festival, approximately 30 CERT members were present for traffic management duty. Warm days sometimes result in medical emergencies, and our CERTs also supported the movement of emergency equipment into and out of the crowded park.

WEB SITE ENHANCEMENTS



Since it began in 2016, our SOA/CERT Program has produced a wealth of training information, documentation, checklists, newsletters, annual reports, forms, photographs and videos. Thanks to the efforts of CERT webmasters **Ernylee Chamlee** and **Keith Koehler**, all these materials are now hosted in one easy-to-access location on-line. The CCFD3 site has a link that will take interested persons directly to the SOA/CERT site. <https://www.bellelealand.net/cert>



The site's first page is available to the public to inform our community about the nature of the CERT program and provide initial contact information. However, team-specific administrative data, operational pre-plans and detailed training materials are assigned to other pages and are password protected. <https://www.bellelealand.net/cert-library> Taken together, these two aspects of the SOA/CERT website perform both a marketing function and an educational function. The public is provided insight into the purpose and operation of the CERT Program, while CERT members are given easy access to review the vast amount of information and guidance encompassed in their CERT training.

SOA/CERT CONEX STORAGE SITE ESTABLISHED



The SOA/CERT Program established its emergency equipment storage facility in July 2024. CERT volunteers assembled and installed the heavy-duty steel shelving inside the 40-foot CONEX container that will provide long-term, secure storage of CERT equipment and medical inventories. The CONEX container is located at the CCFD3 Training and Operations Center (TOC). The CONEX storage container is now our centralized, logistical distribution center that will enable better management of CERT-related physical assets and supplies. In an emergency or disaster situation, the CONEX could also be employed as a Forward Operating Base (FOB) that could feature communications, shelter and food storage capabilities to support the logistical needs of the SOA/CERT Program.

CCFD3 "FIRE SAFETY HOUSE" TRAILER

CCFD3 has acquired a "safety house demonstration trailer" that will serve to orient kids and the public to fire safety precautions in the home. This trailer is designed to resemble a miniature house with an upstairs bedroom, a balcony with an escape ladder, fireplace, dining area, living room and kitchen. The trailer is also equipped with an electronic control room that can initiate simulated fire emergencies by generating a simulated fire, heat, smoke (safe theatrical) and lighting. The 30' trailer requires a crew of 4 to operate. CCFD3 will train six to twelve CERT volunteers to serve on a fire safety demonstration squad during community events where this fire safety trailer will be featured (i.e. Safety Fair, Lavender Festival, etc.)



DRONE RECONNAISSANCE

CCFD3 is encouraging its CERT Program to establish and begin training a drone squad. When operational, the drone squad will operate out of Sequim Valley Airport. The Drone Squad's operational mission will be to provide reconnaissance capabilities for the CERT organization in times of disaster. CERT drones will not be hobby drones. CERT's public safety drones, capable of "beyond line of sight" operations, will require advanced training and specific FAA COA permissions to fly. CERT drone pilots must also obtain the necessary training and FAA Part 107 certifications for UAV operations. On the day of a disaster, certified CERT drone pilots will be tasked to fly their drone, or a drone assigned to their Division Area or neighborhood team, to rapidly assess damage levels. All drone mission tasking will originate with the Sequim Operational Area Unified Command and its command chain.



Drone Coverage Areas

EMERGENCY SHELTER DEVELOPMENTS



While shelter management is not a focus for our CERT mission, the emerging availability of emergency shelters in the Sequim Operational Area (SOA) is a matter of interest because such shelters offer a potential relocation option for the survivors recovered by CERTs during a disaster event. The City of Sequim has agreed to oversee the establishment of emergency shelter facilities in the SOA. Local churches are the largest survivable structures in our area, so the FD3 emphasis has been to work with local churches to establish a robust shelter program.

To date, the following churches have been identified as potential emergency shelter locations:

- Dungeness Valley Lutheran Church: 80 beds.
- Trinity United Methodist Church: 80 beds.
- Sequim Community Church: 140 beds.
- St Luke Episcopal Church: 40 beds.

The City of Sequim would like to build up to a 1000-bed capability, so more facilities still need to be identified as emergency shelters. Should a disaster necessitate their implementation, all emergency shelters will be run by the City of Sequim under the City's Shelter Plan. CERT personnel are **not** being trained or assigned to conduct shelter operations, but in an emergency, CERT personnel may well be tasked to support such operations by facilitating the rationed delivery of food, water and other supplies.

CERT SUPPORTS HURRICANE RIDGE DOG SHOW



As it supports 3-day dog show operations in July, CERT tasks include collecting day parking fees at the entrance and then assigning several hundred vehicles to RV, FastCAT, Long, and General parking lanes. CERT volunteers are greatly appreciated by the Show organizers. CERTs also receive a lot of positive feedback from the Show participants as well. CERTs carry radios and are equipped with the proper Personal Protective Equipment and signage to do the job correctly. We practice our CERT teamwork, radio skills, and public interactions. CERT contributions to community service are noticed by the public and help to raise general awareness of our program.

CERT BOOTH AT SEQUIM AIR AFFAIRE

The Sequim Air Affaire is an annual opportunity, each August, to come to the Sequim Valley Airport and see all the aviation-related items on display. CERT was there with an information booth to keep the SOA/CERT Program in the public eye.



CERTS SUPPORT SOROPTIMIST BACK-TO-SCHOOL FAIR



Sequim's Soroptimist International Club sponsors an annual Back to School Fair at the Boys and Girls Club. At the 6-hour August event, students receive free school supplies, COVID vaccinations, and a chance to inspect and touch CCFD3 fire equipment. CERT volunteers manage the traffic flow through the Club's busy parking lot, monitoring entrances and exits, mostly to keep the kids safe relative to the moving vehicles. Cones and barriers were put in place to guide one-way traffic through the access lanes.

CERTS RECEIVE DART TRAINING FOR AIRCRAFT SUPPORT TASKS



In September, members from CERT 2, CERT 3 and CERT 14 received an aircraft safety orientation provided by Clallam’s Disaster Airlift Response Team (DART). This training is intended to prepare CERT members to support emergency airlift operations at Diamond Point, Sequim Valley and Blue-Ribbon airfields. CERT members later practiced their on-site aircraft support skills at the Sequim Valley airfield. This training is designed to equip CERT

support personnel to perform safe and effective services to light aircraft or helicopters. Such training is a required prerequisite before any CERT member may access the aircraft. These are the kinds of additional service contributions that CERT members may be asked to perform during a disaster situation.

FD3 AND CERTS HOST SEQUIM’S 2ND ANNUAL SAFETY FAIR



The 2nd Annual Safety Fair took place on October 5th. Preparations for the Safety Fair began months earlier. There were many details and public service agencies to contact and coordinate. The Fair preparation team was led by CERT’s **Donna Stoffel**, who organized and led many volunteers to make the Fair a success. The Safety Fair involved over 50 public service agencies. At least 1000 persons attended the Fair. Outdoors, the public had access to “Touch-a-Truck” displays, a Life-Flight helicopter, the portable “Fire Safety House” trailer, and heavy-duty public safety equipment on display.

The CERT table featured a computer-driven demonstration of all the great emergency preparedness information on the CERT website. The Fair served our community in multiple ways. It was designed to increase public awareness of the various agencies and organizations that are actively working to serve and protect us; it promoted greater interagency cooperation in public safety matters; and it highlighted the CERT Program as a great way for willing volunteers to serve our communities. This is a winning event. The participating agencies are eager to return again in 2025.



FOOD BANK DISTRIBUTION OPERATIONS



The Sequim Food Bank and the Feed America Program continue to partner with SOA/CERT volunteers (together with Elks and Lions Clubs) to support a needed food distribution mission. Our local area is home to a significant number of needy families. Extra food is available for them, but it takes willing volunteers to marshal the eligible traffic into position and then load the food into the families' vehicles. On 22 November, CERTs safely directed about 500 vehicles and facilitated the distribution of over 1100 holiday meals at the park. Again, on 20 December, CERT members guided about 350 vehicles through the line at the food distribution tents, and about 900 meals were served. CERTs used their radios to keep everyone aware and informed of the status of the lines of traffic and volunteers' needs. They used their teaming and coordination skills to great effect and also achieved a useful and positive outcome for our local community. The visible contributions of our willing volunteers were seen and appreciated by our Sequim community. This is a prime example of "Neighbors Helping Neighbors."



MUSEUM TRACTOR CRUISE SUPPORT



The Sequim Police Department requested help from FD3 and CERT to assist in traffic management services in order to ensure the safety of Sequim's Museum and Arts 9th annual "Tractor Cruise" down Washington Street. Ten Fire District vehicles (engines, ambulances and tenders) were

pre-positioned to temporarily block traffic access to the planned parade route. CERT personnel were also assigned to ensure that alleyway and driveway access to Washington Street were similarly controlled so that the tractors could proceed safely without non-parade vehicular interference.

ECC TABLETOP DRILL

The Emergency Coordination Center (ECC) conducted a "Tabletop" Exercise on 4 December to simulate probable SOA actions and communications associated with a heavy "snow-mageddon" event in which the Peninsula also has lost all electrical power. Such a situation would be life threatening for many of our citizens. The ECC effectively coordinated its needed emergency communications with police and fire responders. FD3 communicated via its emergency radio channels with Fire Station Fire Captains at stations 33 (Carlsborg), 34 (Sequim) and 37 (Blyn). SOA/CERT Division Chiefs were available on site at each of these three fire stations to assist with emergency communications.

SEARCH AND RESCUE (SAR) PRACTICE AT THE TOC



To maintain familiarity with our CERT Program's SAR procedures, several search and rescue teams took an opportunity in December to practice all the steps involved with safe SAR operations. They 'searched' the Training and Operations Center (TOC) Maintenance shop in Carlsborg which had also been populated with 'survivors' who needed CERT's attention.

VOLUNTEER RECOGNITION & ACCOLADES

CERT MEMBERS RECEIVE PRESIDENTIAL VOLUNTEER SERVICE AWARDS

The President's Volunteer Service Award was presented in March 2024 to seven Sequim Community Emergency Response Team (CERT) volunteers by CCFD3 Chief Justin Grider. These Service Awards recognize, honor and celebrate those citizens who contribute their uncompensated time and effort to creating positive benefits on behalf of their respective



For 250-499
Hours per Year

For 500 or more
Hours per Year

For 4000 Plus
Hours Total

communities. The Silver Award, for those volunteers donating 250-499 hours to community service during 2023 went to **Dale Fiorillo, Charles Meyer and Donna Stoffel**. The Gold Award for those volunteers donating 500 or more hours to community service during 2023 was presented to **Ernylee Chamlee, Linda Enger, Sherrel Miller and Butch Zaharias**.

SOA/CERT PROGRAM WINS WASHINGTON STATE VOLUNTEER SERVICE AWARD



The Governor's **Serve Washington** office has named our SOA/CERT Program as the 2023 group winner of the Washington State Volunteer Service Award for the Peninsula Coastal Region. Representing Serve Washington was Ms. Diane Klontz, Deputy Director for Division and Program Alignment, Washington State Department of Commerce, who presented the award in Sequim on 16 April 2024 to CCFD3 Fire Chief Justin Grider and CERT Senior Program Manager Blaine Zechenelly. The award itself is an engraved Lucite block, accompanied by a signed certificate. The award recognizes volunteer people or organizations that make significant contributions to the well-being of their respective communities.

--FD3 COMMENDS THE ZECHENELLYS

Both **Blaine and Cindy Zechenelly**, who together were previous recipients of the Governor's Volunteer Service Award, were officially recognized and commended in April 2024 by the Fire Commissioners for their long service to CCFD3 and CERT.



DONNA STOFFEL COMMENDATION



In recognition of the success of the Sequim/FD3/CERT Safety Fair on 5 October 2024, Fire District 3 resolved to present **Donna Stoffel** a certificate of the District's appreciation for her leadership and initiative. During the months prior to the Fair, Donna led numerous planning meetings and guided all the preparatory steps. Donna was, of course, assisted by many volunteers and also CERT's Program Leadership, but she was SOA/CERT's principal point of contact and main coordinator for every aspect of the event. The Fair involved the participation of about 50 public safety and welfare agencies and was visited by almost 1000 participants, a monumental success.

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Next Steps

In 2025, more training and recruitment will be necessary to sustain sufficient operational coverage for our neighborhoods. In addition, when it becomes feasible, the CCFD3 CERT program will:

- Train and certify more trainers to ease the workload on the current training volunteers, to provide more depth in the training staff to account for illnesses and absences, and to add capacity in the event that simultaneous training activities must be conducted.
- Establish our SOA/CERT Program as a non-profit entity with 501(c)3 status.
- Push to obtain and situate more storage containers in the neighborhoods and regions where they're needed. This will help to alleviate storage problems for tools, medical supplies, communications gear, power and fuel supplies.
- Complete the infrastructural support needed for the CERT medical supplies storage container located at the Training Operations Center in Carlsborg.
- Pursuing the development and acquisition of enhanced communications equipment for each team.
- Continue to organize policies and procedures to establish an operational CERT drone capability to accomplish reconnaissance missions in times of emergency.
- Work to support the Clallam EMD by providing "Center of Excellence" augmentation of administrative tasks required by the State of Washington, such as database management of required personnel records and filings.
- Expand CERT operational capabilities within and among Sequim School District employees if administratively feasible.

Thanks

The CERT program would like to thank the following sponsors who have contributed either funds or facilities for meetings in the past and present.

- **Clallam County Emergency Management**
- **Sequim School District – Greywolf Campus**
- **Port Angeles School District – Fairview Elementary**
- **Fifth Avenue Retirement Living – Community Room**
- **Gardiner Community Center Jefferson County**
- **Sequim Grange – Campus**
- **Sequim Dungeness Community Church – Campus**
- **Sequim Community Church – Campus**
- **Sunland Homeowners Association – Campus & Funding**
- **Highlands Heights Homeowner’s Association – Office**
- **Dungeness Meadows Homeowner’s Association – Club House**
- **Dominion Terrace Homeowner’s Association – Club House**
- **Dungeness Valley Lutheran Church – Campus**
- **Clallam County Transit/City of Sequim – Transit Center**
- **Jamestown S’Klallam Tribe - Red Cedar Hall & Training Center**
- **Agnew Community Center**
- **Elks Lodge of Sequim - Funding**
- **Gardiner Salmon Derby Association – Funding**
- **Hurricane Ridge Dog Show Association – Funding**
- **VFW - Funding**
- **91.5 KSQM – Community Room and Publicity**
- **Providence Hospitals Reuse Program – Medical Supplies**

CONCLUSION:

CERT members are your friends, neighbors, co-workers and trained professionals who have chosen to volunteer their valuable time and resources to make a difference in our local community. They have completed the FEMA-sponsored Community Emergency Response Team (CERT) training program that has prepared them to respond to possible emergency situations in our immediate area. When deployed as Washington State Emergency Workers, CERT volunteers serve us all by augmenting and providing critical mission support to our very limited numbers of professional First Responder personnel. CERT members may also be called upon to assist with non-emergency activities that help to improve the safety and well-being of everyone here on the Olympic Peninsula.

Perhaps you would like to join us?

- CERT Program Sponsor: Clallam County Fire District 3 (Chris Turner, Battalion Chief); CERT@ccfd3.org
- CERT Program Manager: Blaine Zechenelly; bzechenelly@ccfd3.org
- CERT Program Registrar: Cindy Zechenelly; czechenelly@ccfd3.org



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