



Clallam County Fire District 3

Motto: Serve, Respect, Prevent and Protect

BOARD OF COMMISSIONERS - MEETING MINUTES

June 18, 2024

Chair Nicholas called the Board of Commissioners Meeting for Clallam County Fire District 3 to order at 1:00 p.m. via the Zoom App and in person at 255 Carlsborg Road in Sequim. Present were: Commissioners Jeffrey Nicholas, Michael Mingee and Bill Miano, Chief Justin Grider, Deputy Chief Tony Hudson, District Secretary Lori Coleman, Finance Manager Misty Shaw, Battalion Chief Turner, Admin Assistant Caity Karapostoles, MSO Kolby Konopaski, and citizens Mel Fisher and Matt Nash.

Changes to the Agenda – None

PUBLIC COMMENT – None

CONSENT AGENDA

- 1.) Regular Meeting Minutes, June 4, 2024
- 2.) Volunteer Reimbursements 2024-Q3 - \$27,735.00
- 3.) Claims and Payroll –
Accounts Payable Claim check numbers 112067 through 112127 dated June 18th, 2024, totaling \$117,008.95; Payroll EFT's and IRS deposit dated June 10th, 2024, in the amount of \$882,688.13 and Payroll EFTs and IRS deposit for monthly draw dated May 24th, 2024, in the amount of \$22,798.86 for a disbursement grand total equaling \$1,022,495.94.

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

Battalion Chief's Reports – BC Turner reported:

- Currently, responses are up 295 for the year.
- He participated in a welcoming meeting with the new hires on May 1st, 2024. Per BC Anderson's report, the new hires are doing well at the academy.
- He has met with the new Fire Code Technician multiple times as he is beginning the position.
- Working on pre-fire plans.
- There were many prevention activities held in May; it was a busy month!
- A few members attended the National Fire Academy memorial that honored Captain Chas Cate.
- Volunteer, Brandan Tucker, was recognized by the Sequim Footprinters Association on May 14th, 2024.
- The MV Coho had a fire aboard where members from District 3 helped as mutual aid.
- All Chief Officers attended Aviation Training for HB 1498.
- Per BC Anderson's Report:
 - One Captain was mandatoried in May.
 - Acting Captain Scenarios were held twice in May.

- BC Anderson attended Captain and BC testing in Poulsbo to help as an evaluator.
- Six members completed a Driver/Operator academy and will develop a pump academy to deliver to District members.
- Per BC Jones' Report:
 - Statistics for Olympic Ambulance performance was attached for the dedicated unit trial; the commissioner held a long discussion about more data that they want from the study. Chief Grider will work with BC Jones to gather more information for the commissioners. Commissioners reported that they believe that Dispatch should be able to keep track of available units and crews should not have to rely on communication from Olympic Ambulance.
 - FF/PM Pyle has passed his MPS written exam
 - Developed and designed Ladder Training for 2nd quarter backfilled shift training held in June. Backfilled shift training was canceled due to overtime concern, but the training was still able to be help on-duty.
 - The Commissioner held a long discussion about date collection with an emphasis of knowing when the District does not have resources, they were adamant that they want to know how often there are no more District 3 resources available for "the next call".

Agenda Bill 1: Liz Loomis – Chief Grider reported that he spoke with all three commissioners last week individually, concluding that they all supported looking into hiring Liz Loomis. Commissioner Mingee reported that the Public "only cares about service" and that the District's real need is for a Public Information Officer and that the District "needs to make a decision on this now". Commissioner Nicholas reported that he is in favor of hiring Liz Loomis. Chief Grider will work on setting up a meeting with Liz Loomis to go over the scope of work. **INFORMATION ONLY, NO ACTION REQUESTED.**

Agenda Item 2: Strategic Plan – Chief Grider reported that the commissioner requested that he look into revitalizing the strategic plan. He reached out to all of the Leads to see where their teams were at in their progress. Most teams reported being done with their tasks and at a standing point for more direction. Chief Grider suggested that the District consider researching a consultant to come in and help revamp the plan. Commissioner Mingee is in favor of a workshop. Chief Grider will continue to work on this and bring more information back as available; in the meantime, he will see if the Leads are interested in presenting to the Board at future meetings to update on their progress over the past few years. **INFORMATION ONLY, NO ACTION REQUESTED.**

EXECUTIVE SESSION

Chairman Nicholas called for an Executive Session beginning at 2:26 p.m., expected to last for Fifty-Six (56) 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, RCW 42.30.110 (g), to review the performance of a public employee and under RCW 42.30.110 (c) - To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. In attendance

were Commissioners Nicholas, Mingee, Miano, Fire Chief Justin Grider, and Deputy Chief Tony Hudson. At 3:30 p.m. Commissioner Nicholas called the meeting back into Regular Session. No decisions were reached during the Executive Session.

Agenda Item 3: Sale of St 36 - Chief Grider reported that pre-sale testing has been completed. Commissioner Mingee moved, and Commissioner Miano seconded to sign a listing agreement with Mark McHugh to sell the ST 36 (40 Texas Valley Road) property. Commissioner Nicholas moved and Commissioner Miano seconded to authorize Chief Grider to sign all sale agreements and closing papers related to the sale of ST 36 (40 Texas Valley Road) property. **MOTIONS CARRIED.**

GOOD OF THE ORDER –

- Commissioners asked staff if they had a plan for the community paramedic when it is filled: staff reported that they are actively working on ordering supplies to support the position and that the position description will guide what the position does and calls will dictate further what the community needs are. Chief Grider will have BC Jones and/or MSO Konopaski come in and give a presentation on how this position will roll out once they have all the information.
- Cancel the July 2nd, 2024, BOC Meeting and move it to July 9th, 2024.
- Commissioner Miano will attend the OMC Boad Meeting. He reported that OMC is using a Levy Consultant who is helping them with consistent messaging.
- Commissioner Mingee and Nicholas gave some suggestions for the District website; EA Coleman was able to confirm that the website already had all of the capabilities suggested.

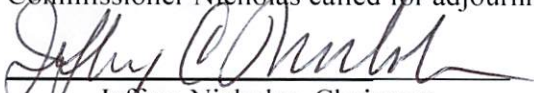
NEXT MEETINGS –

7/2/2024 – Cancel due to Fourth of July Holiday.

7/9/2024 – Special Meeting to make up for the July 2nd, 2024 canceled meeting.

ADJOURNMENT

Commissioner Nicholas called for adjournment at 3:35 p.m.



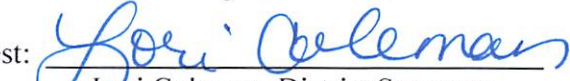
 Jeffrey Nicholas, Chairman



 Bill Miano, Commissioner



 Michael Mingee, Vice Chairman

Attest: 

 Lori Coleman, District Secretary