



Clallam County Fire District 3

Motto: Serve, Respect, Prevent and Protect

BOARD OF COMMISSIONERS –MEETING MINUTES

December 3, 2024

Chair Nicholas called the Board of Commissioners Meeting for Clallam County Fire District 3 to order at 1:00 p.m. via the Zoom App and in person at 255 Carlsborg Road in Sequim. Present were: Commissioners Jeffrey Nicholas, and Bill Miano, Chief Justin Grider, Deputy Chief Hudson, District Secretary Lori Coleman, Finance Manager Misty Shaw, Admin Assistant Caity Karapostoles, CP Karjalainen, Maintenance Supervisor Tharin Huisman, and citizens Mel Fisher and Duane Chamlee.

Changes to the Agenda – None

PUBLIC COMMENT – None

CONSENT AGENDA

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

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

Fire Chief's Reports – Chief Grider reported:

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

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

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

GOOD OF THE ORDER –

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

EXECUTIVE SESSION

Chairman Nicholas called for an Executive Session beginning at 1:17 p.m., expected to last for forty four (44) minutes under RCW 42.30.140 (4) - Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress, and RCW 42.30.110 (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. In attendance were Commissioners Nicholas, and Miano, Fire Chief Justin Grider, Deputy Chief Tony Hudson and Misty Shaw. At 1:46 p.m. Commissioner Nicholas excused Misty Shaw. At 2:00pm commissioner Nicholas extended the meeting an additional twenty (20) minutes. At 2:20 Commissioner Nicholas called the meeting back into Regular Session. No decisions were reached during the Executive Session.

NEXT MEETINGS –

12/17/2024 – Regular Board Meeting

ADJOURNMENT

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



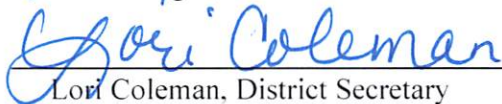
 Jeffrey Nicholas, Chairman



 Michael Mingee, Vice Chairman



 Bill Miano, Commissioner

Attest: 

 Lori Coleman, District Secretary