



Clallam County Fire District 3

Motto: Serve, Respect, Prevent and Protect

BOARD OF COMMISSIONERS - REGULAR MEETING MINUTES

March 19, 2019

Chair Barnfather called the Board of Commissioners Regular meeting for Clallam County Fire District 3 to order at 1:00 p.m. at Station 34 – 323 N Fifth Avenue, Sequim, WA. Present were: Commissioners James D. Barnfather, G. Michael Gawley and Steven K. Chinn, Chief Ben Andrews, Assistant Chiefs Eric Quitslund, Tony Hudson and Dan Orr, Administrative Assistant Lori Coleman, Finance Manager Alwynn Whitaker, Captain Marc Lawson, FF/PM Bryce McGinley, Mark Mullvain and Stef Anderson, Lieutenant Lawrence Bingham, FF/EMT Jared Romberg, Office Assistant Caity Karapostoles, Brian McLean from the Peninsula Daily News, Volunteer Bill Miano, and Citizen Duane Chamlee.

CHANGES TO THE AGENDA

Commissioner Barnfather called for changes to the agenda; none received.

APPROVAL OF MINUTES

Commissioner Chinn moved and Commissioner Barnfather seconded to approve the March 5, 2019, Regular Meeting minutes as amended. **MOTION CARRIED.**

PUBLIC COMMENT

None

REGULAR BUSINESS

Chief's Report – Chief Andrews reported that:

- The Collective Bargaining Agreement is being reviewed by the respective attorneys; completion is expected by the end of the month.
- The 2018 SAFER Grant application was submitted.
- Results from the taxing district meeting were compiled and handed out in a table showing when other districts had possible, known or no ballot issues coming up in the next two years. More research will be done to make sure the District files for the ballot within allowed time frames and whether or not the proposed Levy renewal can include a CPI component. He has concerns with complications due the McCleary decision which have resulted in shifting tax structures that may affect all taxing districts in the future; he will be keeping a close eye on this and advises others do the same.
- Although some Washington counties qualified for FEMA assistance due to the snow event February 7th-16th, the State of Washington did not qualify, therefore no FEMA funds will be secured to reimburse local agencies.
- Jamestown S'Klallam Tribe is building a Cannabis store adjacent to the fire station in Blyn. Chief Orr has been working closely with the Tribe to insure that the construction does not have any negative effects on the District. He will be aware of concerns regarding response, security and safety to our members.

- Risk Reduction update included - four subdivisions proposed, March Cert class has 27 registered students, the Peninsula Daily News will print another “Peninsula Emergency Preparedness Guide” expected at the end of March, “Chief Doom” presentations were given to several communities, Irrigation Festival and Lavender Festival initial meetings have been held; Chief Andrews and AC Orr attended a web EOC training meeting hosted by the county.

Agenda Bill 1: Jamestown S’Klallam Tribe Cannabis Store – Chief Andrews reported about this during his “Fire Chief’s” report. A site plan was included in the packet. Nothing further to add.

Agenda Bill 2: Jamestown S’Klallam Tribe Communications Tower – Chief Andrews reported that AC Hudson has been working with the Tribe on this project and that the District provided a letter of support based on the increased cellular service this tower would create. AC Hudson would also like to look into options of using the tower for District radio equipment. The tower is about 165 feet tall and is expected to be in service by September 2019.

Agenda Bill 3: Facility Vehicle Purchase Authorization – AC Quitslund reported that staff completed a “Request for Product” process for a new facilities maintenance vehicle. Three bids were received; the bid that best matched the District’s criteria and was the lowest, was submitted by Price Ford in Port Angeles. AC Quitslund asked commissioners to authorize the District to purchase the vehicle estimated to cost \$52,000 (fully equipped with all necessary tools, tool boxes, fasteners, bins etc.) The vehicle will be utilized as a fully equipped “mobile shop” when completed. Estimated arrival, post purchase, will be roughly 20-25 weeks, the custom red color does not increase cost but does increase the required production time. Commissioner Gawley moved and Commissioner Chinn seconded to authorize staff to spend up to \$52,000 to purchase and outfit a facility maintenance vehicle as proposed. **MOTION CARRIED.**

Agenda Bill 4: Human Resource Management SOP – Chief Andrews presented the Draft SOP 2000, Human Resource Management. The SOP was advanced by staff as an information item and to seek the Board’s concurrence with the policy statements stipulated in Section 3. No action was requested.

Agenda Bill 5: Ballistic PPE – AC Hudson reported that research and quotes for Ballistic PPE options were gathered by FF/PM Bryce McGinley. The attached quote outlines costs associated with outfitting members (career) with necessary PPE in the event they respond to a Criminal Mass Casualty Incident (CMCI). NFPA 3000, Standard for Active Shooter/Hostile Event Response (ASHER) requires ballistic PPE for rescue task force members (RTF). The Quote is \$24,525.33. Vests expire in 20 years, helmets do not have an expiration date. Members train to respond as an integrated RTF with Sequim Police to collaborate for CMCI responses. The RTF model allows members to go into hot zones with Law Enforcement (LE) that have been cleared of direct threats. Going in with LE allows members to triage and treat immediate life threatening wounds. Studies show that most casualties occur from wounds that could be treated if medical care intervention is timely; the RTF model allows members to do just that. Funds were allocated in the 2019 budget for this expenditure, no action was requested.

Agenda Bill 6: Approval of Payroll and Expense Claims – Commissioners conducted their review of the expense claims and payroll reports. Commissioner Chinn moved and Commissioner Gawley seconded to approve Accounts Payable Claim check numbers 107731 through 107768, dated March 19, 2019 totaling \$58,873.07; Payroll Warrant/Claim check numbers 107720 through 107730, Payroll EFT’s and IRS deposit for monthly payroll dated March 8, 2019, in the amount of \$488,023.39; for a disbursement grand total equaling \$546,896.46. **MOTION CARRIED.**

EXECUTIVE SESSION

None

GOOD OF THE ORDER

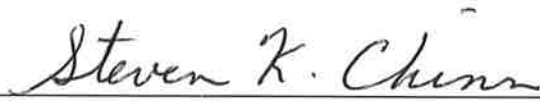
None

ADJOURNMENT

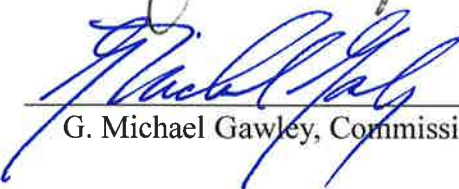
Chair Barnfather called for adjournment at 1:45 p.m.



James D. Barnfather, Board Chair



Steven K Chinn, Vice Chair



G. Michael Gawley, Commissioner

Attest: 

Eric Quitslund, Assistant Chief