



EAST JEFFERSON FIRE RESCUE

JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 1 BOARD OF COMMISSIONERS

In Person

ST 6 - 9193 Rhody Dr. Chimacum, WA

VIRTUAL MEETING

<https://us06web.zoom.us/j/87867559242>

3:00pm

AGENDA

March 19, 2024

CALL TO ORDER (3:00 P.M.)

PLEDGE OF ALLEGIANCE

1. Agenda Changes

2. Consent Agenda

A. Approve Minutes from the February 20, 2024 Regular Board meeting. **TAB 2A**

B. Financial Reports **TAB 2B**

Vouchers

1. Approve General Fire expenditure warrants dated February 21, 2024, March 5, 2024 and March 6, 2024 totaling, **\$220,842.27**
2. Approve EMS expenditure warrants dated February 21, 2024, March 5, 2024 and March 6, 2024, totaling **\$20,408.15**
3. Approve payroll expenditure warrants dated February 16, 2024, March 4, 2024 and March 5, 2024 totaling, **\$727,264.19**

Informational:

The transfers from cash to investment for the capital funds last month were modified by the Treasurer. Our transfers included the interest earned for the month of February. The Treasurer automatically transferred the interest (again) from cash to investment resulting in our cash amount going negative. This was corrected and the outcome is that all cash amounts for both funds are in investment.

3. Correspondence – included in Drop Box **TAB 3**

4. Public Comment – *(for items not on agenda, 3 minutes per person)*

5. Presentations –

6. Announcements and Acknowledgements

7. Staff Reports - **TAB 7**

**** Reminder only Executive Staff required to attend meeting – any questions on staff reports please defer to Chief Black or Tanya**

Chief Black

Executive Chiefs: Brummel, Operations & Training

Tracer, Support Services

PIO/HR Activities
Finance
District Secretary
MSO
Battalion Chiefs

8. Committee/Workgroup Reports

- A. Budget Committee - *Did not meet*
- B. Facilities Committee - *Did not meet*
- C. Data Group - *Did not meet*
- D. CRR Group – *Did not meet*
- E. Apparatus Committee – *See New Business G.*

9. JeffCom Report

TAB 9

10. Local 2032 Report

TAB 10

11. Public Comment – *(for items on the agenda, 3 minutes per person)*

12. Old Business

- A. Strategic Plan – Implementation Tool *(Informational)* TAB 12A
- B. CWPP Update *(Informational)*
- C. Finance Director/Exec Secretary Job Descriptions TAB 12C
- D. Finance Director Recruitment *(Informational)*
- E. ALS Deployment Model TAB 12E

13. New Business

- A. Policy/SOG Updates – *(none this month)*
- B. SAO Audit Cycle *(Informational)*
- C. Lease for Administration Building TAB 13C
- D. Resolution 24-06 - Investment Officers *(Action Requested)* TAB 13D
- E. Resolution 24-07 - Surplus PPE *(Action Requested)* TAB 13E
- F. Facilities Tech *(Informational)*
- G. Apparatus Committee TAB 13G

Executive Session:

Pursuant to RCW 42.30.110(l)(g) to review the performance of an employee.

Pursuant to RCW 42.30.140 related to collective bargaining issues and negotiations

14. Upcoming Topics/Events

TAB 14

- AFG and SAFER Grants
- Professional Development SOG (FF2, FO, etc.)
- Administrative Reorganization
- Implementation of Sharepoint
- Marine Program Enhancement
- Annual Work Plan Development
- Drug Free Workplace SOG update

**Good of the Order –
Adjournment**

****Any attached documentation is subject to change without notice, as additions/deletions may be required. Confidential information is excluded from public viewing****