



**JEFFERSON COUNTY  
FIRE PROTECTION DISTRICT NO. 1  
(EAST JEFFERSON FIRE RESCUE)**

**BOARD OF COMMISSIONERS  
SPECIAL MEETING MINUTES FROM MARCH 27, 2024**

**CALL TO ORDER**

Chairman Deborah Stinson called the meeting to order at 3:00 PM at St 6 and virtually via “Zoom”, call in number 1 (253) 205-0468, Meeting ID 89551714887.

**COMMISSIONERS & ADMINISTRATIVE STAFF**

**District 1 Commissioners:** Deborah Stinson, David Seabrook, Steve Craig, Glenn Clemens, Gene Carmody and Ed Davis.

**Admin Staff:** Fire Chief Bret Black, Deputy Chief Brummel, BC MacDonald, MSO Ridgway HR/Business Manager Stewart. Finance Manager Ysseldyke-All and District Secretary Cray.

**A. Paramedic Hiring Discussion**

Black noted BC MacDonald and Cray put together a good overview of the current overtime (OT) situation. We are fully staffed with 56 full time employees (FTE’s). However, only 10 of those employees are paramedics (PM’s). The known OT for the rest of 2024 is 9600 hours, which equates to an extra 960 hours of OT per PM if spread equally. This is a lot to ask of our people, who risk burnout. The forecasted cost of OT for our people to work the projected OT hours is an estimated \$100,000.00 more than it would cost us to hire 3 new PM’s and allow them to take some of the burden off of our current people.

A recent eligibility list of 4 good candidates has prompted us move quickly. MSO Ridgway added that this is the best set of candidates we have had. Other departments are offering hiring bonuses and it’s proven to be difficult for us to get qualified candidates so this has become a time sensitive decision. We are still pursuing sending 3 of our current firefighter EMT’s to PM school in the fall. They would not be able to work in the field for at least 18 months. Stinson noted we should strike while the iron is hot. MacDonald spoke on behalf of Local 2032 and they are in support of hiring 3 PM’s.

We are still submitting a SAFER grant for 6 firefighters. We will need more BLS units to keep our PM’s in service. **MOTION:** Clemens moved to authorize the Chief to hire 3 new PM’s with an anticipated start date of June 1<sup>st</sup>, 2024. Seabrook seconded the motion which carried unanimously.

**B. Fire Prevention/Community Risk Reduction Program**

Black gave a short presentation on our Community Risk Reduction Program (CRR). To date, we have installed over 100 smoke alarms in our community, we have a thriving sidewalk CPR program, and conduct numerous fire extinguisher trainings throughout the year, among other activities. Our strategic plan outlines four initiatives for our community risk assessment. This proposal focuses on Initiative 3: providing additional services to increase community health and well-being. Black stated that a CRR Manager would help to identify and prioritize target areas to reduce impacts to our community.

With the recent notice of retirement from our Assistant Chief, we have an opportunity to hire a CRR Manager who would cover many of the roles that the Assistant Chief filled and allow for our part-time Administrative Assistant to move to a full time position, without exceeding our current budget. Black added that he would like to have an internal recruitment for this position and we have a highly qualified person who is interested.

The Board discussed agreements that are currently in negotiations with the City and County for fire


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district related duties and the opportunity to re-set these agreements. They also discussed the transition of many tasks so all duties previously held by the Assistant Chief are being covered. Local 2032 Vice President, Alex Morris expressed the unions support and appreciation for both agenda items discussed. **MOTION:** Craig moved to authorize the Chief to utilize the vacant assistant chief position and convert that into a full time CRR Manager and add .5 time to the administrative assistant bringing that to a full time position. Clemens seconded the motion which carried unanimously.

**ADJOURNMENT**

Stinson stating no further business adjourned the meeting at 3:58p.m.

**Jefferson County Fire District 1**

  
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Deborah Stinson, Chair

  
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Dave Seabrook, Vice Chair

Absent  
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Geoffrey Masci, Commissioner

  
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Steve Craig, Commissioner

  
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Glenn Clemens, Commissioner

  
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Gene Carmody, Commissioner

  
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Ed Davis, Commissioner

**ATTEST:**

  
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Tanya Cray, District Secretary