



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

**BOARD OF COMMISSIONERS
MEETING MINUTES FROM OCTOBER 19, 2022**

CALL TO ORDER

Chairman David Seabrook called the meeting to order at 7:00 PM. In person and Virtual “GoToMeeting” held on-line: call in number 1 (872) 240-3412, Access code or ID 993-693-437.

COMMISSIONERS & ADMINISTRATIVE STAFF

District 1 Commissioners: David Seabrook, Deborah Stinson, Steve Craig and Deborah Tillman

Absent: Geoffrey Masci

Admin Staff: Chief Black, AC Brummel, AC Tracer, HR Stewart, MSO Ridgway, District Secretary Ysseldyke-All and BC Fletcher

1. AGENDA CHANGES – Chairman Seabrook added B to new business: Excuse Commissioner Masci from the October 19, 2022 Board meeting.

2. CONSENT AGENDA

MOTION: Commissioner Stinson made a motion to approve the Consent Agenda, including additional special meeting minutes and all financial information as follows:

- Minutes from the September 21, 2022 Regular Meeting.
- General Fire expenditure warrants dated September 21, 2022, September 26, 2022, October 3, 2022, October 6, 2022 and October 10, 2022, totaling **\$252,667.04**
- EMS expenditure warrants dated September 21, 2022, September 26, 2022, October 3, 2022, October 6, 2022 and October 10, 2022, totaling **\$380,065.99**
- Payroll expenditure warrants dated September 16, 2022 and October 4, 2022, totaling **\$512,734.99**
- 3rd Quarter Volunteer Stipend warrants dated October 11, 2022 totaling **\$6,642.20**
- October 10, 2022 transfer from the Fire Apparatus/Building Fund to the EMS Fund of \$100,000
- October 10, 2022 transfer from the EMS Apparatus Fund to the EMS Fund of \$100,000

Commissioner Tillman seconded the motion. Motion carried by unanimous vote.

3. LIST OF CORRESPONDENCE – in Board packet.

4. PUBLIC COMMENT – None

5. PRESENTATIONS – None

6. ACKNOWLEDGEMENTS – None

7. STAFF REPORTS

Chief Black

Monthly report included in the meeting packets.

- Busy month with merger workshops

AC Brummel

Monthly report included in the meeting packets.

- The EJFR professional development academy was a success.

October 19, 2022

- Kitsap County Sheriff's department utilized the capabilities of our tower for training objectives.
- EJFR was contacted by a local developer for the opportunity to have a single-family residential structure (300 block of Rainier) to use for training. Still working with developer on timeline and duration. Commissioner Seabrook asked about clean air agency approval. The demo process includes the owner doing abatements even if there is not a burn.
- Commissioner Stinson thanked Chief Brummel for his participation in staff professional development. She also thanked Lt. Kauzlarich and Chief Brummel for their work at Jeffcom.

AC Tracer

Monthly report included in the meeting packets.

HR/PES/PIO

Monthly report included in the meeting packets.

- 9/5 – 9/12 Deployment to Finance Section of the Seven Bays Fire
- School visit at station 11

Finance

Monthly report included in the meeting packets.

- New to the report was a table showing the IFTs for the month

MSO

Monthly report included in the meeting packets.

- Taught CPR class to Grant Street Teachers
- Working with PM Jonassen so he can work solo.

BCs

Monthly reports included in the meeting packets.

BC Fletcher commented that out of 12 volunteer applicants we on boarded 4 (2 interns and 2 volunteers.)

8. LOCAL 2032 REPORT – Lt Rick Martin thanked everyone that attended the first “in person” meeting in two years. Lt Martin thought the 150th celebration was a major success as well as professional and top notch. He thanked Emily for her major part in pulling off the celebration. 2032 is participating in a trunk or treat event on October 27. Working on helping with the 5K Turkey Trot to benefit mental health for ages 2 to 12. Also, helping Chief K with his Christmas extravaganza. Working with management on coverage & staffing going forward. Working with Brinnon on contract negotiations.

9. FIREFIGHTER'S ASSOCIATION REPORT – Nothing to report.

10. OLD BUSINESS

A. Station 1-2 - (update)

Chief Black said that the station 12 modular unit is anchored to the earth and weathered in. Currently we are waiting on the skirt installation. Pete's electric is working on combining the current two electrical hookups. Water is the last thing expected in late November. A Marrowstone resident donated a stacked washer and dryer for the station. MIF is looking into a more self-sufficient electricity study and grant opportunities for a generator etc.

B. Standards of Cover/Strategic Plan – (update)

Chief Black will send out a draft of the SP and SOC before the meeting on November 10th.

C. PLFR ILA/Possible Merger (Liaison Report) – Commissioner Clemens commented that things are progressing well for the merger with the village council committee endorsement. The Firefighters are waving signs in support of the merger.

October 19, 2022

D. Budget (update) – Chief Black acknowledged BC Fletcher, Commissioners Tillman and Stinson as well as Volunteers Anderson and Apker for enduring 4 or 5 budget committee meetings. It is obvious that the budget reserve will need to be built back up. Thanks to everyone that submitted a budget request. If a grant opportunity arises some of the unfunded budget requests could be granted.

11. NEW BUSINESS

A. 150th Anniversary Summary

Chief Black said the 150th celebration was the best of all of us and a showcase of the District legacy. The PT Leader helped make the 150th a success with their ideas and special 150th newspaper insert. The City and Historical Society were great partners to help make the celebration special. The public would like this to be an annual event. The chili cook off the night before was fun. Commissioner Stinson said that we had good community engagement and we deepened the relationships with partner agencies. Based on museum count an estimated 500 – 600 people were in attendance at the celebration. Post incident the membership and Board hears that we want to continue this event which came in under budget. Chief Black presented Emily Stewart with letter of recognition for all her work on making this event a success.

B. Excuse Commissioner Masci from the October 19, 2022 Board Meeting

MOTION: Chairman Seabrook made a motion to excuse Commissioner Masci from the October 18, 2022 Board meeting. **Commissioner Stinson** seconded the motion. Motion carried by unanimous vote.

12. UPCOMING EVENTS –

WFCA Annual Conference –

WFCA Annual Conference – The Davenport Grand, Spokane, October 27, 2022

GOOD OF THE ORDER –

- Bud Ayres from Marrowstone would like EJFR to have burn permits online like CK Fire.

ADJOURNMENT

MOTION: Chairman Seabrook made a motion to adjourn the meeting at 8:10 PM. **Commissioner Tillman** seconded the motion. Motion carried by unanimous vote.

Jefferson County Fire District 1



David Seabrook, Chairman



Deborah Stinson, Vice Chairman

Not Present 10/19/2022

Geoffrey Masci, Commissioner



Steve Craig, Commissioner

ATTEST:



Deborah Tillman, Commissioner



Teresa Ysseldyke-All, District Secretary