



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

**BOARD OF COMMISSIONERS  
SPECIAL MEETING MINUTES FROM NOVEMBER 17, 2021**

**CALL TO ORDER**

Chairman Seabrook called the meeting to order at 6:00 PM. Virtual “GoToMeeting” held on-line: call in number 1 (872) 240-3311, Access code or ID 696-542-141.

**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 and District Secretary Ysseldyke-All

**NEW BUSINESS**

**A. 2023 EJFR Budget**

Chief Black described the budget process, thanked the budget committee members and said that the budget reflected a bare bones operating budget. Finance Manager Ysseldyke-All went over the changes that occurred since the October 28 budget workshop. The EJFR budget has deficit spending.

The budget was scrutinized to make sure the district will maintain at 25% of estimated annual expenses as of December 31. The 25% was met for December 2022 but the estimated % for December 2023 was below the 25%.

Chief Black and Finance Manager Ysseldyke-All answered questions.

**B. Public Comment – none**

**C. Merged Budget**

The merge of PLFR into EJFR was approved by 87% on date of the budget hearing meeting so the majority of time was spent on the merged budget.

**The proposed 2023 Merged Fire budget is similar to the Budget workshop presentation and the highlights are:**

*Revenue*

- Loss: ILA with PLFR goes away, this is neutral as EJFR inherits PLFR funds
- Add: Quilcene ILA
- Add: PLFR Estimated Beginning Balance
- Add: PLFR Property Tax

*Expenditures*

- Increase to Salary/Wages for step increases/renegotiated Union contract
- Add 13 PLFR Career and 4 Volunteer Members
- Increase Benefits to reflect changes to Salary/Wages
- Increase Medical Insurance – up 2.5%
- Increase Vehicle Maintenance 7%
- Increase Vehicle Repair/Parts 6%

November 16, 2022

**The proposed 2022 EMS Budget is similar to the Budget workshop presentation and the highlights are:**

*Revenue*

- Loss: Lose one of the DOH grants
- Add: PLFR GEMT
- Add: PLFR Estimated Beginning Balance
- Add: PLFR Property Tax
- Add: PLFR Ambulance Fees

*Expenditures*

- Increase same as listed for fire as the salary and insurance are split 40%/60%
- Increase EMS Supplies 55%

Chief Black and Finance Manager Ysseldyke-All answered questions.

The budget was scrutinized to make sure the district will maintain at 25% of estimated annual expenses as of December 31. The 25% was met for December 2022 and the estimated % for December 2023.

**D. Public Comment - none**

**ADJOURNMENT**

**MOTION: Commissioner Craig** made a motion to adjourn the meeting at 6:45 PM. **Commissioner Stinson** seconded the motion. Motion carried by unanimous vote.

**Jefferson County Fire District 1**



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David Seabrook, Chairman



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Deborah Stinson, Commissioner

Not Present

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Geoff Masci, Commissioner



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Steve Craig, Commissioner

**ATTEST:**



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Deborah Tillman, Commissioner



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Teresa Ysseldyke-All, District Secretary