

Clallam County Fire Protection District No. 4



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Commissioners:
Marcus "Ben" Pacheco, Chair
Sam Nugent, Vice Chair
Terry Barnett
Lynne Kastner
Bruce Leiper
Gregory Waters, Fire Chief

Clallam County Fire Protection District No. 4
Board of Commissioners Meeting Minutes
Joyce, Washington
June 22, 2022

Members Present

Marcus "Ben" Pacheco, Chairman/Commissioner
Sam Nugent, Vice-Chairman/Commissioner
Terry Barnett, Commissioner
Lynne Kastner, Commissioner
Bruce Leiper, Commissioner
Gregory Waters, Fire Chief

Others Present

Carolyn Flint, Quartermaster
Cheryl Anderson, District Administrative Assistant
Rae Leiper, District Secretary to the Board
Donna Buck
Jeff Lewis

I. Call to Order

Chairman Marcus "Ben" Pacheco called the regular meeting to order at 5:30 p.m. So ordered.

II. Roll Call of Commissioners

Ben noted all Commissioners were present in person. He noted Quartermaster Carolyn Flint was also present.

III. Minutes of the Board of Commissioners Regular Meeting on May 25, 2022 - Corrections or Approval

Sam Nugent moved, and Lynne Kastner seconded to approve the meeting minutes. Motion carried unanimously. So ordered.

IV. Additional Items for the Agenda

Nothing to be added.

V. Introduction of Guests and Visitors

Ben welcomed community members Donna Buck, and Jeff Lewis.

VI. Community Comment

No one from the community wished to make comments at this meeting.

VII. For Board Action

A. Ratification of Clallam County Payroll Worksheet: May Voucher Numbers P4422 – P5422 Commissioners and Staff in the Amount of \$13,128.50

Sam moved and Lynne seconded to ratify the approval and execution of the Clallam County payroll worksheet for voucher numbers P4422- P5422 Commissioners and Staff in the amount of \$13,128.50 as presented. Motion carried unanimously. So ordered.

"We, the undersigned Board of Commissioners of Clallam County Fire Protection District No. 4, do hereby certify under penalty of perjury that the claim is a just, due, and unpaid obligation against Clallam County Fire Protection District No. 4, and that we are authorized to certify to said claim."

B. Ratification of Claims Payment Request: June 2022 Voucher Numbers C12622 – C13922 in the Amount of \$7,391.08

Sam moved to ratify the approval and execution of the claims payment request for Voucher Numbers C12622 – C13922 in the amount of \$7,391.08 as presented. Lynne seconded. Motion carried unanimously. So ordered.

"We, the undersigned Board of Commissioners of Clallam County Fire Protection District No. 4, do hereby certify under the penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, that the claim is a just, due, and unpaid obligation against Clallam County Fire Protection District No. 4, and we are authorized to authenticate and certify to said claim on this 22nd day of June 2022."

VIII. For Board Information and/or Discussion

A. Staff Reports – Greg Waters reporting

Chief Waters reported on the number of calls since the last meeting. He noted that there has been an average of 5 responders per call. The District had 10 transport calls; 8 were ALS and 2 were BLS. Three times the responders saved the life of a man who was experiencing hypoglycemic seizures. The man was a visitor to the area. Unfortunately, the District had three in-home deaths for which all the responders could do was confirm the death and help the family make arrangements with the coroner.

The District responded to two motor vehicle accidents. One in which a car hit a phone pole on Piedmont Road. The car was driven by a woman with her two young children in the car. There were no injuries to the occupants and Carolyn was able to get all passengers safely out of the car and over to the ambulance. The other accident involved one of our responders who was driving a logging truck. While he was traveling up Water Line Road, a nearby tree spontaneously fell between two trees onto the hood of his truck narrowly missing the cab. He was shaken up but not injured.

Kudos to our responders, new and experienced. Carolyn reports trainees are good listeners and are getting lots of experience learning on the job. Two of our new responders have been very active at responding to calls so far this year. Ken has responded to 52 calls and Dara has

responded to 46 calls. The new training officer, Garrett has responded to 37 calls even though he works full time and is often out of state. Veteran responders continue to come through. Krista has already answered 164 calls and Carolyn has responded to 148 calls, Dave has gone on 76 calls and Ronnie on 71 calls. Two members will soon be promoted to officer status.

District responders have also received accolades in other venues. Krista Smith received the International Footprinters Award for District 4. The Footprinters are an organization that promotes fellowship and cooperation between all arms of law enforcement and emergency responders. Dara, one of the District's new trainee responders, just finished her EMT Training, graduating as the class valedictorian. Another responder, Lynn just completed nursing school at Peninsula College also as valedictorian. Joon will graduate from the Firefighter's Academy on July 13. Congratulations to all these responders.

As part of the responder training program at recent drill nights, the District is providing EVIP(Emergency Vehicle Incident Prevention) training so District responders can meet the requirements for driving emergency vehicles. On Sunday, June 26, in Joyce there will be a "rodeo" of events with obstacle courses with cones, parking, and route management events. The District also continues to work with the local CERT team to train them in emergency first aid care. Next up, is a "Stop the Bleed" training.

B. Local Board of Trustees

Minutes with corrections were reviewed and noted.

C. Monthly Financial Reports

Reviewed and noted.

D. Standing Committee Report

Nothing to report

E. Building Committee Report

The building committee met on June 19, 2022 to get updates from Tracy Gudgel at Zenovic. He reported about progress on contracts and provided detailed information about the next steps. The committee continues to keep the focus on the original charge from the Board; is this feasible on this site. The committee reviewed the District's agreement line by line with Zenovic as far as services they are offering the District and are tracking along according to the plan. Next meeting, the plan will be to go one by one through the plans to check for last minute changes. Then work with specifications, i.e. outlets, flooring, wall covering, showers, etc. The ventilation system will be ductless which will qualify the District for energy credits. The heating system will be ductless which will qualify us for energy credits. There will be a separate exhaust system installed in the big bay. The electrical contractor will make final decisions about wiring and lighting.

The big question remains; how much will it all cost? Plans will be finalized in 4-6 weeks. At some point further along, there will be building permit fees that will need to be paid which should be in the \$5,000-\$6,000 range. There will also be a few other permits, but they will not cost as much. There will not be a need for geotechnical survey as it has already been mapped. A seismic survey has already been assessed. As a critical facility, it must be engineered 115% of the basic design loads including wind and snow loads. Tracy is hoping to send an estimated cost soon.

1. Financial Advisory Committee Report

The committee meet for the first time on June 1. They began by reviewing the

history of the building committee. Their first task is to gain an understanding of the job of the committee. They will meet with Chief Waters on July 6 to clear up the charge of the committee and discuss the composition of the committee and who else should be invited to be on the committee. They will then plan what is next and set up a timeline. They are waiting for the estimated cost before they move forward with discussing how to finance the project.

F. DNR Coalition

The Commissioners were provided with an email sent from Nick Smith of American Forest Resource Council (AFRC) regarding some talking points about a proposed settlement. This agreement is important to the public entities, like Fire District 4, which rely on the funds generated by the timber revenues. The details of the proposed settlement are still not disclosable but will be once the settlement is signed and formalized.

G. Joyce Emergency Preparedness and Prep (JEPP)

JEPP recently received a donation of cots and blankets. The District is requesting that JEPP remove the MREs now stored in Station 42. JEPP will soon do that.

H. Items of Interest

1. Veteran Suicide Awareness

The Board reviewed a letter from Heather Allen regarding a campaign to raise awareness of veteran suicides. They will transport a green horse from Neah Bay, WA to Lincoln Memorial in Washington, DC. The Board recommended to notify John Kent so he might organize something locally.

2. FY23 Proposed Interim Average Cost per Transport (GEMT)

The Board reviewed a letter and noted that the costs will be considerably less this year as both District costs and call volumes went up.

3. WFCA Correspondence

The Board noted the letter from WFCA announcing a Photo Contest. Carolyn will see if there are any photos worth sending in.

I. Correspondence: In Folder

Nothing to discuss.

J. Other Concerns

As the CERT Captain, Bruce Leiper thanked Carolyn, Krista, and Lori for the START Triage and head-to-toe assessment training on May 26. The Joyce CERT is looking forward to working closely with the district. Future trainings will include Stop-the-Bleed on July 14 and heat and cold injuries in August.

IX. Adjourn

Terry Barnett moved and Lynne seconded to adjourn the meeting at 6:15 p.m. Motion carried

unanimously. So ordered.

The next regular meeting of the Board of Commissioners will be held on Wednesday, July 27, 2022, beginning at 5:30 p.m.

Respectfully submitted,
Raeann Leiper
District Secretary

