

Clallam County Fire Protection District No. 4



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Commissioners:

Marcus "Ben" Pacheco, Chair
Sam Nugent, Vice Chair
Lynne Kastner
Bruce Leiper
Chris Christie
Gregory Waters, Fire Chief

Clallam County Fire Protection District No. 4
Board of Commissioners Meeting Minutes

Joyce, Washington

June 28, 2023

Members Present

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

Others Present

Cheryl Anderson, District Administrative Assistant
Rae Leiper, District Secretary to the Board
Bob Kastner
Dan Peacock

I. Call to Order

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

II. Roll Call of Commissioners

Ben noted that all commissioners were present. He noted Carolyn Flint, Quartermaster, was out on an excused absence.

III. Minutes of the Board of Commissioners Regular Meeting on May 24, 2023

Lynne Kastner asked for a correction to be made to the minutes by adding "Commissioner" after her name to the "Members Present" section. Chief Waters noted that he was at a Conference not a training when he was absent from the May meeting. Also noted, was that the date of the meeting minutes to be approved was wrong. That too was corrected. Bruce motioned to approve the minutes as amended. Sam seconded the motion. Motion carried unanimously. So ordered.

IV. Introduction of Guests and Visitors

Ben welcomed community members Bob Kastner and Dan Peacock.

V. Community Comment

The community members in attendance did not wish to speak.

VI. Additional Items for the Agenda

Dave Erikson Memorial was added under Items of Interest I-3

VII. For Board Action:

A. Ratification of Clallam County Payroll Worksheet: May 2023 Voucher Numbers P5223 – P6523 Commissioners and Staff in the Amount of \$14,710.23

Bruce Leiper moved, and Lynne Kastner seconded the motion to ratify the approval and execution of the Clallam County payroll worksheet for voucher numbers P5223- P6523 Commissioners and Staff in the amount of \$14,710.23 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: May 2023 Voucher Numbers C12123 – C14023 in the Amount of \$34,533.78

Chris Christie moved to ratify the approval and execution of the claims payment request for Voucher Numbers C12123 – C14023 in the amount of \$34,533.78 as presented. Sam Nugent 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 28th day of June 2023."

VIII. For Board Information and/or Discussion

A. Staff Reports – Chief Greg Waters reporting.

Greg reported that in the 34 days since the last Commissioners' meeting, responders have answered 33 calls. So far, halfway through this year, responders have answered 180 calls in 179 days. Of the 33 calls for this period, 17 of were ALS, 11 were BLS and 13 resulted in transports. Four calls were regarding suicide. Several calls were related to meth issues. The District has responded 7 times just this month to one person. One call was for a 2YO female who had fallen and had head injuries with a swollen forehead. She was transported to ER with a severe concussion.

District 4 answered three fire calls. The biggest was the call to the Lake Sutherland Fire to support District 2 responders who were requesting a tender. DNR crews were called in and ultimately assumed command of the scene. Two of District 4 responders stayed and worked 12-hour days for two days in support of DNR. They will be paid by DNR. Four houses were near enough to the fire that they were at Level 2 endangerment and residents were prepared to evacuate at a moment's notice. By the third day, crews from Western Washington Incident Management Team (WWIMT) arrived and assumed command.

Greg reported on his recent Washington Fire Chief's Conference. Krista Smith attended a

training course on the use of the F-500 encapsulating solution. This training was very informative. Krista will help train District responders in the proper use of the solution which is very effective in electrical, battery related, and chemical fires. The District has held several rope rescue training courses as those are important skills for District 4 responders to have. The District will soon have three new EMTs who are completing their training. There will also, hopefully, be one new firefighter who only has to pass the final test before graduating. The District had a LifeFlight Training on June 27. The responders worked on packaging patients and loading them on to the helicopter. A District 4 junior trainee got a surprise ride in the helicopter as he was the "patient" in the practice scenario.

Dr. Whitley has resigned as the areal medical program director for Olympic Medical Center. A new person has been interviewed and looks to be equally qualified. Washington Department of Health will ultimately make the final hiring decision.

Chief gave a report on vehicle repair and maintenance.

Chief thanked the Auxiliary for building the ramp for a Joyce resident. He also thanked all who were involved in Terry Barnett's Memorial which was very well received and appreciated by the family, friends, and community members.

Cheryl and Greg are working on the application for the Local (*Local Option Capital Asset Lending*) Program which will be turned in on June 30. This is for additional needed funding to complete the new apparatus bay.

Greg continues to work with Brian Snure on the letter to a former commissioner regarding compensation issues.

The Board approved the Chief's request for a leave of absence from August 5th to 17th.

Greg, Ben, and Lynne recently attended a meeting with DNR and the Clallam County Commissioners. The County Commissioners will soon vote on the "Ode to Joyce" logging project in Joyce. Then DNR will need to approve it. Lynne expressed concern that the process of DNR approval is so multi-layered and complex that it takes a long time for the process to move forward. At the state level regarding decisions about junior taxing district payments, Greg reports that the DNR attorneys are swamping the Coalition and Districts with questions regarding budgets and the impacts of COVID. The judge continues to ask for more information as well. The issue goes to trial in October.

B. Board of Trustees

Minutes were reviewed and noted.

C. Monthly Financial Reports

Reviewed and noted. The Board supports leaving money in the Local Government Investment Pool (LGIP) rather than moving it back into a CD, even though CD rates are very good right now. The LGIP makes it possible to take out money at any time when it would be locked up in a CD. With building costs looming, it makes sense to keep funds where they are easily accessible. The LGIP interest rates are also very good now.

D. Standing Committee Report

The Standing Committee did not meet. Sam reported on the WFCA Spring Seminar and MRSC webinars he attended recently. The Conference was about leadership training. He reported it was valuable to learn about different styles of leading as well as examine the "culture of Boards". Sam also attended the MRSC webinar on Grant Applications. He encouraged the Board to

gather all pertinent information as required by most grants as soon as possible. It is important to have the information ready to fill in the grant applications as they are on a short cycle.

Sam shared information about federal money that is available right now. There is always a way to approach a grant opportunity. It is important to be ready and think creatively about how to write an application. The take away when writing grants is to be clear, concise, and stay on point.

E. Building Committee Report

No meeting held this month. Chief reported that Zenovic and McNeely Designs are working out some final details. McNeely is in the process of getting everything in order to begin the bidding process soon. Chief hopes that the District will be able to break ground this Fall. Greg shared a sheet organized by Cheryl Anderson showing all the "soft" costs so far. The chart shows all expenses for research, site design, site inspections, and electrical designs that have been completed. The total came to \$46,032.

F. Joyce Emergency Preparedness and Prep (JEPP)

There will be a work party to clear the brush and weeds around Conex 2. After the clearing process, a chain link fence will be erected and a concrete pad poured for storage of small propane tanks.

G. Olympic Peninsula Commissioners' Association Report

Bruce attended the meeting on June 22. Eleven people attended, most from Clallam, but also some from Jefferson via Zoom. Attorney Joseph Quinn, also attended and provided counsel on the by-laws. The main discussion was about the by-laws for the group. Most importantly, the language will be simplified. It was decided that membership would be open to any district in the 24th Legislative District which includes Clallam, Jefferson, and North Grays Harbor. The group would form as an Unincorporated Organization. Dues would be minimal and there will be no employees. The purpose of the organization will be for local networking, the exchange of information and to combine efficiencies. After one more review, participating Districts will be asked to adopt the by-laws with a resolution. Mr. Quinn is drafting the resolution to be reviewed at the next meeting. Bruce left the meeting feeling encouraged that the group is now moving forward in a direction that would be of benefit to CCFPD4. The enthusiasm and cohesiveness have increased since the early meetings. He will continue to attend and report back.

H. Joyce Fire Auxiliary

A recent bake sale earned \$513. The Auxiliary is saving towards helping the District purchase a washer for bunker gear. The Auxiliary will be at Joyce Daze selling baked goods and garden produce. Rae invited the commissioners to an Appreciation BBQ at the Fire Hall on August 26 at 4pm. The event is to show appreciation to all the responders, volunteers, and commissioners. The community will be invited as well.

I. Items of Interest

1. Enduris Rate Outlook for Policy Year 2024

The Board noted the change in rates.

2. GEMT SFY2024 Proposed Average Cost per Transport

The Board noted the change in cost. Discussion ensued on how the rates are figured and the amount of data regarding the District's situation is fed into the spreadsheets to come up with the figure. This cost of transport is only for Medicaid patients who use the ambulance service. Other insurance companies figure their reimbursements differently.

3. Dave Erikson Memorial Event

Dave was a former Commissioner. Ben shared the details of the event to be held on July 15 from 1-3pm at the Administration building. The family is doing most of the organizing. The District and the Auxiliary will help with set-up and clean-up and bring some food.

J. Correspondence: In Folder

None

K. Other Concerns

None.

IX. Adjourn

Sam moved and Lynne seconded to adjourn the meeting at 7:37 p.m. Motion carried unanimously. So ordered.

The next regular meeting of the Board of Commissioners will be held on Wednesday, July 26, 2023, beginning at 5:30 p.m. at the Joyce Fire Hall, Joyce, Washington.

Respectfully submitted,

Raeann Leiper
District Secretary

