



Clallam County Fire District 3

Motto: Serve, Respect, Prevent and Protect

BOARD OF COMMISSIONERS – MEETING MINUTES

January 20, 2026

Chair Miano called the Board of Commissioners Meeting for Clallam County Fire District 3 to order at 1:00 p.m. via the Zoom app and in person at 255 Carlsborg Road in Sequim. Present were: Commissioners Bill Miano, Jeffrey Nicholas, and Mike Mingee, Fire Chief Justin Grider, Deputy Chief Tony Hudson, District Secretary Lori Coleman, Finance Manager Misty Shaw, Battalion Chief Chris Turner, Captain Bryan Swanberg, Firefighter/Paramedic Casey Sires, Firefighter/EMTs Jon Donahue, and Jake Stanley, Maintenance Supervisor Tharin Huisman, Volunteer CERT Coordinator Blaine Zechenelly, CERT member Charlie Meyer and citizens Mel Fisher and Justine Roads, and online were: Administrative Assistant Caity Karapostoles, Captain Konopaski, Community Paramedic Mark Karjalainen, Firefighter/Paramedics Hayden Pyle and Bryant Kroh and Steve Oberly, Firefighter/EMTs Jared Romberg and Jordon Cook, ST 37, CCFD3, Guest, Samsung SM-S931U, Volunteer Coordinator Chris Lovering, Citizens Kevin Denton and Anaka Hughes.

Changes to the Agenda – The Board asked to have Agenda Bill 2 moved to after the executive session.

PUBLIC COMMENT – Three public comments were made.

First – A letter from James Barnfather, former Fire District 3 Commissioner. In the letter he pleaded for the current Board to reconsider selling the Johnston property.

Second – A letter from Stephen Vogel, former Fire District 3 Fire Chief. In the letter he pleaded for the current Board to reconsider selling the Johnston property.

Third – Jon Donahue, current Firefighter/EMT with Fire District 3. He stated that he was speaking on behalf of Local 2933 and stated that the Union does not support the sale of the Johnston property. He stated that he appreciated the attempt to earn revenue but asked the Board to “please make the right decision and do what is right”.

CONSENT AGENDA

1.) Regular Meeting Minutes, January 6, 2026.

2.) Volunteer Pay in the amount of \$28,235.00

3.) Claims

Accounts Payable Claim check numbers 113373 through 113426 dated January 20, 2026, totaling \$745,260.69, and Payroll EFTs and IRS Deposit for Monthly Payroll dated January 9, 2026, for a disbursement grand total equaling \$1,659,525.35.

Commissioner Nicholas moved, and Commissioner Mingee seconded to approve the Consent Agenda with amendments to the minutes. **MOTION CARRIED.**

GOOD OF THE ORDER

Commissioner Miano reported –

- A candidate for Clallam County Commissioning Board will be speaking at the next Olympic Peninsula Fire Commissioners meeting; that will be held at 255 Carlsborg Road Thursday, January 22nd, 2026, at 6:30p.m.

Commissioner Mingee reported –

- The study for Fire District 3, Fire District 2 and PA Fire consolidation has had three respondents to the Request for Proposals; two of which will be interviewed Thursday, January 22nd, 2026.

Battalion Chief Reports –BC Turner reported:**■ A-Shift –**

- Calls are still being vetted in ESO for accurate numbers, but as of last, there were roughly 9,824 calls in 2025.
- Continues to work with probationary Firefighters on the probationary task books.
- Undergoing the switch to the new NERIS reporting system, this has been difficult as there was no training from the software provider ahead of the transition; BC Turner is trying to send out as much communication as he can to support staff with this reporting.
- The final NFIRS report for 2025 was submitted.
- He and Fire Code Technician John McKenzie are working on setting up First Due for Pre-Fire plans and inspections.
- December was a busy month for Community Risk Reduction activities; the group held its monthly meeting, helped with the Santa Brigade for all five days it ran, attended five events and helped install fire alarms.
- Fire Code Technician John McKenzie piloted a program he called “10 Ways to Pass your Fire Inspection”; this was designed to help businesses plan prior to their inspection so they could pass their inspection. This program was well received and supported by the City of Sequim. FCT McKenzie reported that he is strengthening his relationships with local businesses and they are frequently contacting him for support. Twenty-six inspections were completed in December.

■ B-Shift –

- Reported that B-Shift had 230 calls for December.
- They continue to work with their probationary firefighters and are discussing updates to the probationary tests with the help of Firefighters Romberg and Cupps.
- Held Acting Battalion Chief Scenarios which resulted in Captain Albers finishing his task book becoming eligible as an Acting BC.
- Posted multiple social media posts with the assistance of EA Coleman.

■ C-Shift –

- Reported that there was a total of 765 calls for service in December, of which 85.6% were EMS and 13.7% were others.
- Compared to 2024 and 2025 call data and transports: there were 9,192 calls for service in 2024 and roughly 9,816 (final numbers still to be determined) in 2025 and the District transported 239 patients in 2024 and 321 in 2025.
- Included a report from the Community Paramedic highlighting some of his interesting stories.

- Included a 2025 Year in Review report – Commissioner Mingee said he would like more information on the Top Concerns he addressed within the report.

Agenda Bill 1: 2025 CERT Annual Report – Charlie Meyer was present and reported on the 2025 CERT Annual Report. He gave a brief overview of the executive summary. Blaine Zechenelly thanked Charlie for his work on the report and all that he does for the CERT program. **NO ACTION REQUESTED. INFORMATION ONLY.**

Agenda Bill 3: Resolution 2026-01 – Sole Source Resolution for Purchase of Locution Alerting – Deputy Chief Tony Hudson reported that he is advancing this resolution to the Board for consideration. This resolution will allow the District to purchase Locution, a new emergency alerting system. This system will allow the ability for alerting to go directly to the crews that are being dispatched and will allow tones and lighting to be ramped up slowly which is proven to help with responder wellness. This resolution has been vetted by the District's legal counsel. Commissioner Mingee moved, and Commissioner Nicholas seconded to approve Resolution 2026-01 – Sole Source Resolution for Purchase of Locution Alerting. **MOTION CARRIED.**

Agenda Bill 4: Project Manager – Chief Grider is advancing this topic to the Board so they can make a documented decision in the Open Public Meeting as to who will oversee the new Station 33 building project. Commissioner Mingee asked to be the lead on this project, he would like it to be called “Point of Contact” and not Project Manager. Finance Manager Misty Shaw reported that if a commissioner is going to oversee this project they will need to ensure that their salary does not exceed the allowable amount for the commissioner role as defined by law. Commissioner Nicholas moved, and Commissioner Miano seconded to approve Commissioner Mingee to be the Point of Contact for the new Station 33 building project. **MOTION PASSED.**

Break – Commissioner Miano called for a five (5) minute break at 2:10 to return at 2:15.

EXECUTIVE SESSION

Chairman Miano called for an Executive Session beginning at 2:15 p.m., expected to last for sixty (60) minutes, returning at 3:15 p.m. under - RCW 42.30.140 (4) - Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress, RCW 42.30.110 (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee and RCW 42.30.110 (c) to consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. In attendance were Commissioners Miano, Mingee, and Nicholas and Fire Chief Justin Grider, Deputy Chief Tony Hudson and Finance Manager Misty Shaw. At 2:50 p.m., Commissioner Miano excused Finance Manager Misty Shaw. At 3:15, Commissioner Miano extended the meeting an additional thirty (30) minutes, returning at 3:45 p.m. Commissioner Miano called the meeting back into Regular Session at 3:45 p.m. No decisions were reached during the Executive Session.

Agenda Bill 2: Johnston House– Chief Grider reported the commissioners had requested that this topic be brought back up. Commissioner Mingee reported that he wants more information on options before making this critical decision. Commissioner Mingee moved and Commissioner Nicholas seconded to reconsider the previous motion made during the January 6th, 2026, Regular Board Meeting where the Board approved the sale of the Johnston property and to gather more information to make a more informed decision on the disposition of this property. **MOTION PASSED.**

NEXT MEETINGS –

2/3/2026 – Regular Board Meeting

2/5/2026 – Special Board Meeting at 0900 to set 2026 District Priorities

ADJOURNMENT

Commissioner Miano called for adjournment at 3:48 p.m.



Bill Miano, Chairman



Jeffrey Nicholas, Commissioner



Michael Mingee, Vice Chairman



Attest:
Lori Coleman, District Secretary