



Clallam County Fire District 3

Motto: Serve, Respect, Prevent and Protect

BOARD OF COMMISSIONERS – MEETING MINUTES

April 7, 2026

Chairman 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 Jeffrey Nicholas, Mike Mingee and Bill Miano, Fire Chief Justin Grider, Deputy Chief Tony Hudson, Finance Manager Misty Shaw, District Secretary Lori Coleman, Battalion Chief Elliott Jones, Maintenance Supervisor Tharin Huisman, Captain Travis Anderson, Firefighter/Paramedic Erik Payne, Firefighter/EMTs Jared Kneidl and Bo Pinnell, and Citizens Mike Whitaker. Online were: Community Paramedic Mark Karjalainen, Volunteer Coordinator Chris Lovering, ST 37 and reporter Matt Nash.

Changes to the Agenda - None.

PUBLIC COMMENT – One public comment was made.

Citizen Mike Whitaker spoke about rising property taxes and the effects on citizens in the District.

CONSENT AGENDA

- 1.) Regular Meeting Minutes, March 17, 2026.
- 2.) Claims
Accounts Payable Claim check numbers 113597 through 113645 dated April 7, 2026, totaling \$102,512.61, and Payroll EFTs and IRS Deposit totaling \$31,126.02 for a disbursement grand total equaling \$133,638.63.

Commissioner Nicholas moved, and Commissioner Mingee seconded to approve the Consent Agenda as presented. **MOTION CARRIED.**

Next Meeting - 4/21/2026 – Regular Board Meeting

- Commissioner Mingee reported that he will likely have information regarding architecture, engineering, and project management for the new station 33 building project to present at the next meeting.

GOOD OF THE ORDER

Chief Grider reported -

- **Acquired Structure Training Report** – Chief Grider included the presentation developed by the Training Division following the live fire exercise conducted on March 21, 2026. The presentation was shared with the Sequim City Council during their March 23, 2026, Board meeting as part of public comment, and was well received, with council members and the City Manager expressing appreciation for the comprehensive information provided. Chief Grider thanked Battalion Chief Stefanie Anderson and Captain Lawson for all of their hard work on

this project; Commissioner Mingee echoed the same thanks and acknowledged the maintenance division for their support of this project as well.

Commissioner Miano reported –

- The Olympic Region Clean Air Association may be updating their burning regulations to not allow any outdoor burning starting in 2028; this will be a topic to watch. Chief Grider added that he has been in contact with them and will follow up on this topic.
- Ryan Spiller, a lobbyist, attended the local commissioners meeting to discuss timber tax issues.
- The Washington Fire Commissioners Association released a press release from Brian Snure that outlined how fire districts, regional fire authorities and other taxing districts have additional levy lid lift options as of March 25, 2026. These entities can now run Ten Year Multi-year Lid Lifts and Dual Year Lid Lifts.

Commissioner Mingee reported –

- He attended the final day of the in-house recruit academy for the new hires; he was very impressed. He thanked Battalion Chief Stefanie Anderson and Firefighter/Paramedic Chris Darling for all their hard work making this academy successful.
- He and Chief Grider recently met with the City of Sequim Manager and Community Development Director to start discussion on impact fees; he reported that they were not opposed to these fees. Chief Grider added that Sequim is the only municipality in the county that has impact fees at this time
- He has asked for a staffing discussion to find some consensus on this particular issue and he reminds staff of this.

Battalion Chief Elliott Jones reported –

- He was previously asked to collect data for the Board and has been able to do so for most of the requested items, noting that he has been unable to retrieve good data on General Alarms and Level Zero, but will continue to work on this.
- Through ESO, Telestaff and Payroll systems, he was able to pull data that confirmed:
 - In 2025, there were 9,824 calls for service: an average of 26.92 calls per day
 - Of those calls, station 34 had 18.46%, station 33 had 6.36% and station 37 had 2.10%; that leaves twenty-eight calls unassigned for various reasons.
 - There were eight firefighters, twenty-six paramedics, twenty-four captains and two battalion chiefs who were force hired in 2025. He added that it is hard to know the true numbers, because often members being force hired will find their own coverage through trades and these instances are not easily tracked.
 - The daily staffing average for 2025 was difficult to piece together, but it was roughly 10.04 members daily; this meant four or more were off each day also counting long term leaves.
 - Commissioner Mingee emphasized the importance of determining whether calls require the level of resources being dispatched. He also referenced his earlier recommendation, made when the 48/96 schedule was under consideration, that crews heavily impacted during the first 24 hours of a shift be reassigned to Station 37 for rest during the second 24 hours, and

stated that he is unaware whether this practice is being followed. He further noted that many other fire departments utilize significantly more force hires than the District and stated that he would like staff to evaluate what constitutes adequate staffing and how the District can achieve that level this year.

- Commissioner Nicholas asked whether the District should consider converting overtime costs into additional staffing, noting that this could help ease the burden of the 48/96 schedule by providing current personnel with relief from necessary overtime.

Fire Chief's Report – Chief Grider reported -

- That he has reorganized his report to include the Commissioner's Annual Priorities and show how he is meeting those.
- Currently there are two members out on extended leave; of the two who had been on light duty, one retired and one is back on shift. There are two members down at the Kitsap Recruit Academy and all reports are that these two are doing well.
 - Commissioner Mingee added that when the two new hires return from the Academy, that his goal is, and wanted to make sure that everyone is aware his intent, to be at a minimum of twelve members per day for line staff plus the Battalion Chief.
- Grants are all still on hold with the government shutdown.
- Battalion Chief Chris Turner will have his first Firewise event, this program is grant funded and more information will be forthcoming on these activities.
- Continue to meet with the County Emergency Management staff.
- Opened dialogue between the District and Jamestown S'Klallam Tribe for the District's strategic plan, fees and schedules.
- DRS completed an audit and staff completed required corrections. Staff also submitted a petition regarding the wages in lieu of medical and were denied; staff are working with legal counsel to file an appeal.
- The contract with Olympic Ambulance is being finalized and began on April 1st, 2026. Staff are still working on some minor nuances with data collection, but feedback from staff so far is that there is noticeable improvement in reliability.
 - Commissioner Mingee asked that Chief Grider send a nicely worded letter to PenCom asking that it consider implementing a call-screening process to help reduce call volume. He believes it is important to document that the District is asking for this. He added that he is open to a partnership with a software program that would support this, he would prefer to pay for software rather than overtime for paramedics; in his opinion, it may cost the District to partner with PenCom, but in the long run, it will be worthwhile.
- Continuing to meet with bargaining groups on collective bargaining agreements; he hopes to have a final draft of the maintenance contract for review at the next Board meeting.
- Attended the MAT Clinic Community Advisory meeting.
- Attended the Olympic Region Fire Defense Board meeting regarding the upcoming fire season.
- Continues to monitor community development, reporting that the District is still not receiving updates from the County regarding any community development.

Agenda Bill 1: 5-Member Board of Commissioners – Commissioner Miano reported that he and

Executive Assistant Coleman researched and compiled the information presented today regarding increasing the Board of Commissioners from three to five members. He stated that, although the RCW provides limited guidance on when such an increase is necessary, the information gathered indicates that most similar municipalities have larger boards. Based on that information, he believes it would be in the District's best interest to move forward with increasing the Board to five members at this time. Commissioner Mingee reported that he is not in favor of the change at this time and does not believe the timing is right. He stated that he would like to review the regionalization study before making any changes to the size of the Board and added that he does not believe the costs associated with such a change are prudent at this time. **INFORMATION ONLY. NO ACTION TAKEN.**

Agenda Bill 2: Survey Proposal – Chief Grider presented a proposal from FM3, as requested by the Board, for a survey to assess community support for a Fire District 3 bond measure. Commissioner Mingee reported that the District passed a Levy Lid Lift recently and that he believes a bond measure is a bad move and he won't be a part of it; adding that a bond measure is not in our immediate future. He also believes that the District can withstand its current capital projects within the adopted budget. Commissioner Nicholas reported that he asked for this information just to have and that he agrees, that the timing is not right for a bond measure. Commissioner Miano moved, and Commissioners Mingee seconded to not move forward with a survey at this time. **MOTION CARRIED.**

Agenda Bill 3: 2026-02 Proclamation – Kevin VanDeWege – Chief Grider reported that Kevin VanDeWege has served the District for 25 years and will retire at the end of April. He noted that the proclamation is intended to formally recognize Mr. VanDeWege's dedication and service to the District. Commissioner Miano conveyed his congratulations to Mr. VanDeWege on his retirement. Commissioner Mingee moved, and Commissioner Nicholas seconded to approve 2026-02 Proclamation for Kevin VanDeWege. **MOTION CARRIED.**

Commissioner Miano called for 5-minute break at 2:40.


EXECUTIVE SESSION

Chairman Miano called for an Executive Session beginning at 2:45 p.m., expected to last for sixty (60) minutes, returning at 3:45 p.m. under 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, 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, and RCW 42.30.110 (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. In attendance were Commissioners Miano, Mingee, and Nicholas, Fire Chief Justin Grider and Deputy Chief Tony Hudson. At 3:45 p.m., Commissioner Miano asked for a fifteen (15) minute extension, returning at 4:00 p.m. At 4:00 p.m., Commissioner Miano excused Fire Chief Justin Grider and Deputy Chief Tony Hudson and asked for a five (5) minute extension, returning at 4:05 p.m. At 4:05 p.m., Commissioner Miano asked for a five (5) minute extension, returning at 4:10 p.m. At 4:10 p.m., Commissioner Miano asked for a ten (10) minute extension,

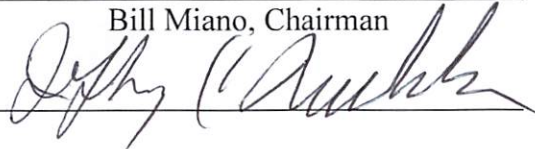
returning at 4:20 p.m. Commissioner Miano called the meeting back into Regular Session at 4:20 p.m. No decisions were reached during the Executive Session.

ADJOURNMENT


Commissioner Miano called for adjournment at 4:20 p.m.




Bill Miano, Chairman



Jeffrey Nicholas, Commissioner



Michael Minge, Vice Chairman



Attest:
Lori Coleman, District Secretary