



Clallam County Fire District 3

Motto: Serve, Respect, Prevent and Protect

BOARD OF COMMISSIONERS – MEETING MINUTES

February 18, 2025

Chair Nicholas 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, Michael Mingee and Bill Miano, Chief Justin Grider, District Secretary Lori Coleman, Finance Manager Misty Shaw, BC Chris Turner, , Maintenance Supervisor Tharin Huisman, CERT Coordinator Blaine Zechenely Capt. I. Hueter, Anderson and Konopaski, FF/EMTs Pinnell, Donahue, Skov, McIntyre, Bowe, Romberg and R. Hueter, FF/PM Lovell, Long, Bower, Kroh, Corbin and Payne, CP Karjalainen, and citizens Charlie Meyer, Duane Chamlee and online were: Admin Assistant Caity Karapostoles, 34, Johns (2), FD Employee, John's iPhone, Johns, Steve Phillips, Jones, VC Lovering and iPhone, .

Changes to the Agenda – None.

PUBLIC COMMENT – Union President Bo Pinnell addressed the commissioners, his comments were focused on staffing needs and the roles of the Commissioner and Fire Chief within the organization. He stressed the importance of increasing responder staffing, stating the District is in a staffing crisis, to enhance safety and effectiveness. Additionally, he urged the commissioners to prioritize their responsibilities by stepping back from volunteer roles and allowing the Fire Chief to oversee the District's daily operations.

CONSENT AGENDA

- 1.) Regular Meeting Minutes, February 4, 2025.
- 2.) Claims and Payroll
Accounts Payable Claim check numbers 112581 through 112634 dated February 18, 2025, totaling \$177,738.92; Payroll EFT's and IRS deposit dated February 10, 2025, in the amount of \$808,688.36.41 and Payroll EFTs, IRS deposit for Monthly draw, and Quarterly Volunteer Points dated January 24, 2025, in the amount of \$21,041.75 for a disbursement grand total equaling \$1,007,469.03.

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

Battalion Chief's Report – Chief Turner reported:

- NFIRS data for 2024 was submitted with a 100% submission rate.
- BC Turner worked with the City of Sequim to gather hydrant data for WSRB.
- BC Turner observed FDC flush for new install at Sequim Library.
- BC Turner is working on getting color coded hydrant layers on Active 911 for pre-plans.
- Six CRR events were held in January of 2025.
- BC Turner noted an uptick in BLS Service calls in January of 2025.

- BC Turner has refined the call statistics to eliminate dispatch errors.
- BC Turner reported on January fire inspections.
- BC Turner reported for B Shift that:
 - Twenty-five training requests were submitted for upcoming classes/conferences.
 - One member was checked off for completing his acting captain task book.
 - BC Anderson is coordinating an IFSAC Driver/Operator class.
- BC Turner reported for C Shift that:
 - There were 18 District transports in January.
 - The District applied for and received grant funding for Advanced Law Enforcement Rapid Response Training.
 - The MPD has been given call sign MPD11 and has the capability of responding to calls.
 - Implemented an Ultrasound that the Community Paramedic is using.
 - BC Jones completed a BC Bootcamp course.

Agenda Bill 1: MIH-CP Program Update – Community Paramedic Mark Karjalainen provided an update on the progress of his program, now six months in operation. He expressed confidence in its positive impact on both line staff and the community. Currently, he covers approximately 8% of overall calls, averaging 5.8 calls per day, which accounts for 52% of calls during shift hours. Mark has engaged with multiple partner agencies, building strong community relationships. He was recently invited to join the Sequim Soroptimist Club and accepted; the organization waived his membership fees for 2025-2026. He continues to collaborate with community paramedics from PA Fire to develop a call-tracking program and is researching opportunities to ride along with other departments to gain additional experience and enhance Fire District 3's program. He has completed training on the new ultrasound machine, which is now in service and actively being used. Additionally, he has access to EPIC, the county-wide electronic health records system, improving coordination of care. Mark shared several success stories with the Board of Commissioners and emphasized the value of his role. Looking ahead, he sees significant benefits in expanding the program to a seven-day-a-week service when resources allow. **INFORMATION ONLY, NO ACTION REQUESTED.**

Agenda Bill 2: - 2024 CERT Annual Report – CERT Program Manager Blaine Zechenelly provided an update on CERT activities for 2024. Over the year, CERT attended 15 community events and currently has 17 teams with approximately 550 members. In 2024, Blaine met with all District members to review their disaster readiness program and plans to continue collaborating to ensure seamless deployment if CERT is ever needed. On December 4th, CERT participated in a City of Sequim exercise, where team captains were deployed to simulate a real emergency response. He noted that the training was highly valuable. Blaine also expressed his appreciation for Charlie Meyer, acknowledging his significant contributions in completing the annual report. **INFORMATION ONLY, NO ACTION REQUESTED.**

GOOD OF THE ORDER

- Commissioner Miano –
 - Reported that he, Commissioner Nichoals and Chief Grider attended Legislative day on February 6th, 2025. They met with Senator Chapman, and he was highly engaged in the Tax Increment Financing discussion.

- Commissioner Mingee –
 - Reported that there is an upcoming Special Meeting to hold a workshop, he believes this workshop will help identify where the District is headed in 2025-2026.
 - He asked if the District has received a formal NIOSH report regarding the Line of Duty Death; DC Hudson will report back on this.
- Commissioner Nicholas –
 - He reported that the county commissioners meeting is coming up later this month and Attorney Brian Snure will present and Senator Chapman is also supposed to attend; the group is interested in hearing their views on Tax Increment Financing.
- EA Lori Coleman –
 - Reported that the Region 9 workshop is coming up and asked commissioners to submit education request forms if they are interested in attending.

Commissioner Nicholas adjourned at 2:37 for a five-minute break between regular and executive sessions.

EXECUTIVE SESSION

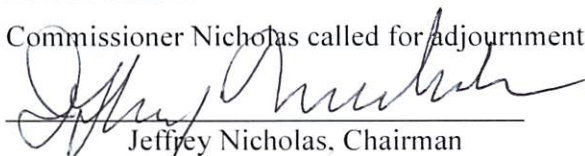
Chairman Nicholas called for an Executive Session beginning at 2:42 p.m., expected to last for sixty (60) minutes under - RCW 42.30.140 (4) - Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation 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, 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 Nicholas, Mingee, Miano, and Fire Chief Justin Grider. At 3:42 p.m. Commissioner Nicholas called the meeting back into Regular Session. No decisions were reached during the Executive Session.

NEXT MEETINGS –

2/25/2025 – Special Board Meeting

ADJOURNMENT

Commissioner Nicholas called for adjournment at 3:42 p.m.




Jeffrey Nicholas, Chairman



Michael Mingee, Vice Chairman



Bill Miano, Commissioner

Attest: 

Lori Coleman, District Secretary