Clallam County Fire District 3

Motto: Serve, Respect, Prevent and Protect

BOARD OF COMMISSIONERS – MEETING MINUTES

November 3, 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 Bill Miano, Mike Mingee and Jeff Nicholas, Deputy Chief Tony Hudson, Finance Manager Misty Shaw, District Secretary Lori Coleman, Battalion Chief Elliott Jones, Human Resource Manager Charles Clarke, and Maintenance Supervisor Tharin Huisman, Online were: Fire Chief Justin Grider, Admin Assistant Caity Karapostoles, Volunteer Coordinator Chris Lovering, Captains Travis Anderson, and Bryan Swanberg, Firefighter/Paramedic Bryce McGinley, Firefighter/EMT Libby Swanberg, Bo Pinnell, and Jared Romberg, Facilities Technician John Brygider, Mechanics Steve Phillips and Brad Schroeder, and Bill.

Changes to the Agenda – None.

PUBLIC COMMENT – None.

CONSENT AGENDA

1.) Regular Meeting Minutes, October 20th, 2026
2.) Claims
Accounts Payable Claim check numbers 114140 through 114177 dated November 3, 2026, totaling $313,723.49; Payroll EFTs and IRS Deposit for Monthly Payroll dated October 23, 2026, totaling $29,210.35 for a disbursement grand total equaling $342,933.84.

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

Next Meetings – November 17th, 2026 – Regular Board Meeting – Commissioner Mingee reported that he will not be available to attend this meeting.

Pre-Authorizing Commissioner Activities – None

GOOD OF THE ORDER –

Commissioner Nicholas reported –

- That he and Commissioner Mingee attended the WFCA Annual Conference in Spokane last week. They had multiple legal counsel presentations, and there was an interesting discussion about how Board members can be on negotiating teams.

Commissioner Mingee reported –

- That he learned how AI is affecting Public Records Requests during the WFCA Conference.

Fire Chief Reports – Fire Chief Justin Grider, who attended remotely, did not present his report but responded to several questions and comments.

Agenda Bill 1: 2027 Draft Budget – Finance Manager Misty Shaw presented an updated Draft 2027 Budget. Reporting that changes were made to the budget as requested during the previous review and that other areas were updated with actual figures received during the budget process. Staff were able to balance the budget by reducing funding in some areas. She reported that the budget does not have any increased staffing for 2027. The Board discussed the draft budget and did not have any further recommendations. **INFORMATION ONLY. NO ACTION TAKEN.**

EXECUTIVE SESSION

Chairman Miano called for an Executive Session beginning at 1:42 p.m., expected to last for sixty-three (63) minutes, returning at 2:45 p.m. 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 Human Resource Manager Charles Clarke. At 2:35 p.m., Commissioner Miano excused Fire Chief Justin Grider. At 2:45 p.m. Commissioner Miano extended executive session fifteen (15) minutes, returning at 3:00 p.m. Commissioner Miano called the meeting back into Regular Session at 3:00 p.m. No action was taken during the Executive Session.

ADJOURNMENT

Commissioner Miano called for adjournment at 3:00 p.m.

Bill Miano, Chairman

Michael Mingee, Vice Chairman

Jeffrey Nicholas, Commissioner

Attest:
Lori Coleman, District Secretary