

Service Driven Through Excellence and Innovation



UNITY - COMPASSION – INTEGRITY – COURAGE - HONOR

Board of Commissioners' Meeting

August 4, 2026



Clallam County Fire District 3

323 N Fifth Ave., Sequim, Washington 98382
360-683-4242, Fax: 360-683-6834
www.ccf3.org

Bill Miano
Michael Mingee
Jeffrey Nicholas
Commissioners

Justin Grider, Fire Chief

Board of Commissioners Meeting Agenda

August 4, 2026

Call to Order

Pledge of Allegiance

Changes to the Agenda

Public Comment

Consent Agenda:

- 1.) Regular Meeting Minutes, July 21st, 2026
- 2.) Claims and Payroll

Next Meeting – August 18th, 2026

Good of the Order –

Regular Business:

Reports – Fire Chiefs Report

Agenda Bill 1: Volunteer Program Update

Agenda Bill 2: Enduris Insurance Renewal

Agenda Bill 3: Future Station Construction and Financing Discussion

Agenda Bill 4: EMS Program Update

Executive Session

1. 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 42.30.140 (4).
2. To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee – RCW 42.30.110 (g);

Adjournment



Clallam County Fire District 3

Motto: Serve, Respect, Prevent and Protect

BOARD OF COMMISSIONERS – MEETING MINUTES

July 21st, 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, Administrative Assistant Caity Karapostoles, Battalion Chief Stef Anderson, Maintenance Supervisor Tharin Huisman, Community Paramedic Mark Karjalainen, FFs Bo Pinnell, Bryce McGinley, Jon Donahue, and Steve Oberly. Online were: FF's Beau Sylte, Brent Lovell, Ivan Hueter, Jordon Cook, Travis Anderson and Maintenance Staff John Brygider and Brad Schroeder, "S", "A" and "I".

Changes to the Agenda - None

PUBLIC COMMENT – None

CONSENT AGENDA

- 1.) Regular Meeting Minutes, July 7th, 2026.
- 2.) Claims

Accounts Payable Claim check numbers 113868 through 113908 dated July 21, 2026, totaling \$327,551.63, Payroll EFTs and IRS Deposit for Monthly Payroll dated July 10, 2026, totaling \$1,024,404.50 for a disbursement grand total equaling \$1,351,956.13.

Commissioner Miano requested a correction on Agenda Bill 1, the addition to the sentence, "Commissioner Mingee, with the Board's concurrence, directed Chief Grider to issue a Request for Qualifications to explore..." With that change, Commissioner Nicholas moved, and Commissioner Mingee seconded to approve the Consent Agenda with amended minutes. **MOTION CARRIED.**

Next Meeting – August 4th, 2026 – Regular Board Meeting Mingee requested that a review of the volunteer program – cost vs. value be added to the agenda.

GOOD OF THE ORDER – In response to the Accounts Payable Claims, Commissioner Mingee requested to be included in communications with Aetta Architects and requested a report tracking the services/cost provided by Summit Law.

In response to the addition of a Volunteer Program review to the next meeting's agenda, Commissioner Nicholas requested that the list of volunteers be purged of non-participants.

Commissioner Mingee discussed board-directed minimum staffing per platoon of 12 per day, not including BCs, and why that is not happening. Commissioner Nicholas requested that BC Jones be invited to a Board meeting to discuss the response matrix and Olympic Ambulance service delivery. Chief Grider indicated that BC Jones would be delivering a Service Delivery report from the committee appointed at the upcoming September meeting. The duty crew present were asked if the ratio of Olympic Ambulance vs District transports was responding to recent changes agreed to by the company and the District. They indicated that Olympic was responding to more calls than previously.

Battalion Chief Reports – BC Anderson –

- BC Anderson reported on the progress of the probationary Firefighters, including the two Paramedics who graduated from the Kitsap Fire Academy, staffing including mandatory assignments, ongoing training for duty crews, ABC tactical scenarios and the Blue Card transition.

Agenda Bill 1: HR Job Description – Chief Grider reported that the job description included in the board packet was the result of District staff working with Westsound Workforce. Commissioner asked if the HR job description could be discussed in executive session before the commissioners voted to approve it. Chairman Miano reviewed the parameters for executive session subjects and determined it could not. Commissioner Mingee voiced concern about whether the current wording supported supervision responsibility for other administrative staff and whether the position would be able to represent the District in labor negotiations. Chief Grider indicated that the HR Manager would be able to represent the District just as the Finance Manager does and that the job description wasn't a binding contract; it could be altered as necessary. Commissioner Mingee moved, with the understanding that there could be future discussion concerning a supervisory role, and Commissioner Nicholas seconded to approve the HR job description. **MOTION CARRIED.**

Agenda Bill 2: 2026-02 Q2 Financial Report - Finance Manager Misty Shaw presented numerous spreadsheets showing the District's financial health as of June 30, 2026. FM Shaw indicated that some of the expenditures seemed high compared to finances budgeted because some were budgeted for in 2025 but didn't arrive until the 2026 fiscal year. And funds were acquired through grants and spent but were not included in the 2026 Budget. **INFORMATION ONLY. NO ACTION TAKEN.**

Agenda Bill 3: Vehicle Replacement Presentation – Maintenance Supervisor presented the District's current vehicle status, a point system used to determine whether a vehicle is still viable, near retirement or no longer reliable or safe. Each vehicle "score" helps the District move forward with developing the 2027 Vehicle Replacement Plan in conjunction with the 2027 Budget. Commissioner Mingee indicated that he supported the reduction of tenders and brush trucks to two each and also, reducing the number of ambulances. Because the presentation wasn't available prior to the meeting, it was emailed to the Commissioners. It was suggested that this topic should be revisited next meeting. **INFORMATION ONLY. NO ACTION TAKEN.**

Agenda Bill 4: Overtime Related to Kelly Days – Finance Manager Misty Shaw shared a comparison between overtime necessary due to Kelly Days and overtime necessary if Kelly Days were removed from the 48/96 schedule. It was determined that removal of Kelly Days would increase overtime. The options of floater positions and how wildland deployments and shift trades impact staffing were discussed. **INFORMATION ONLY. NO ACTION TAKEN.**

Commissioner Miano called for a 5-minute break at 2:45.

EXECUTIVE SESSION

Chairman Miano called for an Executive Session beginning at 2:50 p.m., expected to last for sixty minutes (60) minutes, returning at 3:50 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, 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 2:43 p.m., Commissioner Miano excused Deputy Chief Hudson. At 3:50 p.m. , Commissioner Miano extended Executive Session for five (5) minutes. Commissioner Miano called the meeting back into Regular Session at 3:55 p.m. No decisions were reached during the Executive Session.

ADJOURNMENT

Commissioner Miano called for adjournment at 3:55 p.m.

Bill Miano, Chairman

Michael Mingee, Vice Chairman

Jeffrey Nicholas, Commissioner

Attest:
Caity Karapostoles, Administrative Assistant



CLALLAM COUNTY FIRE DISTRICT 3

Agenda Bill No: Consent 2

Subject: Approval of Claims and Payroll for the period ending Tuesday, August 4, 2026

Attachments: Accounts Payable Claims & Payroll Registers

Date: Tuesday, August 4, 2026

Prepared By: Misty Shaw, Finance Manager

Approved By: Justin Grider, Fire Chief

Discussion: Approval of regular claims and payroll expenses as follows:

Payroll EFTs and IRS Deposit
for Monthly Draw

dated: July 24, 2026

Totaling: \$ 22,209.37

Accounts Payable Claim Numbers: 113909-113935

dated: August 4, 2026

Totaling: \$ 162,472.43

Total Accounts Payable Claims and Payroll: \$ 184,681.80

Recommended

Action: Recommended Motion:

Move to approve EFTs and Accounts Payable Claim Numbers: 113909-113935

For a Disbursement Grand Total of: \$ 184,681.80

CHECK REGISTER

Clallam County FD 3

Time: 13:48:18 Date: 07/30/2026

08/04/2026 To: 08/04/2026

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1628	08/04/2026	Claims	1	113909	A-1 AUTO PARTS, INC	573.36	D4 Filters; F51 Bulb Exchange; F51 Parts; Stock Engine Oil Filter; B51 Engine and Fuel Filters; Pumice Hand Cleaner; DiscoBay B51 Engine Oil Filter; Degreaser; DiscoBay Oil Filter; DiscoBay Mudflap; F
1629	08/04/2026	Claims	1	113910	THOMAS A BOCK BAGLEY CREEK OUTFITTERS	1,804.93	Uniform Items
1630	08/04/2026	Claims	1	113911	Liam W Bedenkop	116.08	Reimb Uniform Tailoring
1631	08/04/2026	Claims	1	113912	CENTRAL KITSAP FIRE & RESCUE	16,380.00	Fire Academy - Bedenkop and Carrell
1632	08/04/2026	Claims	1	113913	CENTURYLINK	1,281.93	Landline Services
1633	08/04/2026	Claims	1	113914	CITY OF PORT ANGELES	96,825.00	Dispatch Services - Q3 2026
1634	08/04/2026	Claims	1	113915	CLALLAM COUNTY PUBLIC WORKS DEPT	196.59	ST33 Sewer; Shop/Classroom Sewer; Shop/Classroom Sewer
1635	08/04/2026	Claims	1	113916	CLALLAM COUNTY PUD	4,509.86	ST35 Electricity; ST37 Electricity; 305 N 5th Ave House Electricity; ST34 Electricity; ST33 Water and Electricity; Shop Water and Electricity; Admin Ste C Electricity; Admin Ste E Electricity; ST32 Wa
1636	08/04/2026	Claims	1	113917	CSD ATTORNEYS AT LAW P.S.	1,080.00	Legal Services - ST33 - June 2026
1637	08/04/2026	Claims	1	113918	FREIGHTLINER NORTHWEST PACIFIC	1,896.85	Spartan Stock Fuel Filter; Spartan Stock Filters; Spartan Filters and Cartridges for Stock; F49 Sensor
1638	08/04/2026	Claims	1	113919	Tharin A Huisman	18.36	Reimburse Fasteners - Ace Hardware
1639	08/04/2026	Claims	1	113920	LIFE ASSIST, INC.	2,854.65	EMS Supplies; EMS Supplies; EMS Supplies; EMS Supplies; EMS Supplies
1640	08/04/2026	Claims	1	113921	MCKESSON MEDICAL SURGICAL	1,041.01	EMS Supplies; EMS Supplies; EMS Supplies; EMS Supplies; EMS Supplies
1641	08/04/2026	Claims	1	113922	NIKOLA ENGINEERING, INC	6,930.00	Internet Endpoint Connections - Jul-Dec 2026
1642	08/04/2026	Claims	1	113923	PENINSULA HEAT	4,260.75	Installation of Ductless Heat Pump - ST34 Server Room
1643	08/04/2026	Claims	1	113924	PETROCARD INC.	3,282.68	Bulk Diesel; Bulk Gasoline
1644	08/04/2026	Claims	1	113925	SEA-WESTERN, INC.	198.49	A51 Element; DiscoBay/Stock Parts
1645	08/04/2026	Claims	1	113926	SUB-AQUATICS INC	126.59	BA Fill Station Repair Kits
1646	08/04/2026	Claims	1	113927	SUMMIT LAW GROUP	7,504.00	Legal Services - General Labor - Jun 2026; Legal Services - Collective Bargaining - Jun 2026
1647	08/04/2026	Claims	1	113928	SYSTEMS DESIGN WEST, LLC	1,514.64	EMS Billing - Q2 2026
1648	08/04/2026	Claims	1	113929	Libby L Swanberg	91.94	Reimb Facebook Promotions - Employment Opportunities
1649	08/04/2026	Claims	1	113930	TELEFLEX MEDICAL	665.00	EMS Supplies
1650	08/04/2026	Claims	1	113931	THE CICOTTE LAW FIRM, PLLC	5,785.00	Legal Services - DRS Audit - 02.06.2026-04.09.2026; Legal Services - DRS Audit - 05.01.2026-06.02.2026; Legal Services - DRS Audit - 06.15.2026-06.16.2026
1651	08/04/2026	Claims	1	113932	THOMAS BUILDING CENTER, INC	474.87	ST33 Restroom Window
1652	08/04/2026	Claims	1	113933	CELLULAR VERIZON WIRELESS	2,768.78	Cellular Services - 06.09.2026-07.08.2026 - LifePak; Cellular Services - 06.09.2026-07.08.2026

Time: 13:48:18 Date: 07/30/2026

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1653	08/04/2026	Claims	1	113934	VESTIS GROUP, INC	34.60	Cleaning services - mats and laundry - Shop; Cleaning services - mats and laundry - Shop
1654	08/04/2026	Claims	1	113935	ZOLL MEDICAL CORPORATION	256.47	EMS Supplies
001 Maintenance & Operations						162,472.43	
						<u>162,472.43</u>	Claims: 162,472.43
						162,472.43	

CHECK REGISTER

Clallam County FD 3

Time: 17:44:39 Date: 07/21/2026

07/24/2026 To: 07/24/2026

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1596	07/24/2026	Payroll	2	EFT		2,886.68	July 2026 Draw
1597	07/24/2026	Payroll	2	EFT		761.39	July 2026 Draw
1598	07/24/2026	Payroll	2	EFT		2,388.70	July 2026 Draw
1599	07/24/2026	Payroll	2	EFT		1,392.60	July 2026 Draw
1600	07/24/2026	Payroll	2	EFT		490.85	July 2026 Draw
1601	07/24/2026	Payroll	2	EFT		2,201.25	July 2026 Draw
1602	07/24/2026	Payroll	2	EFT		2,365.20	July 2026 Draw
1603	07/24/2026	Payroll	2	EFT		2,274.81	July 2026 Draw
1604	07/24/2026	Payroll	2	EFT		929.98	July 2026 Draw
1605	07/24/2026	Payroll	2	EFT		725.00	July 2026 Draw
1606	07/24/2026	Payroll	2	EFT		1,410.93	July 2026 Draw
1607	07/24/2026	Payroll	2	EFT		2,388.70	July 2026 Draw
1608	07/24/2026	Payroll	2	EFT	IRS	1,993.28	941 Deposit for Pay Cycle(s) 07/24/2026 - 07/24/2026
001 Maintenance & Operations						22,209.37	
						22,209.37	Payroll: 22,209.37



Fire Chiefs Report

08/04/2026



GOAL #1 – More efficient response matrix

The EMS Response Guidelines have commenced with their first meeting on July 31st. This will include a “logic tree” program that drives the Dispatch for supporting the run cards. This will include ongoing training and triage of calls. The system being explored is APCO. As this continues, service delivery via resource deployment will be reflected in run cards. The EMS division has put together a workgroup to evaluate the guidelines for call types (BLS-Service, BLS, ALS, etc.)

Olympic Ambulance: Goal #1 Contract began April 1, 2026, and is working as designed. I met with Jacob Grant, who is not new to Metro-West but new to us, as he has taken over the vacancy left by Joey Rodrigues. Operationally, we work with Devon Wyant of Olympic Ambulance, and that will remain the case. Jacob is open to keeping the contract operating as written and willing to modify as needed by both parties.

GOAL #2 - Decentralized decision making through organizational structure, and set milestones and deadlines for projects

Projects that involve all staff are being communicated regarding impacts and necessary changes. Locution (Station Alerting) as a project is well underway. The hardware has been ordered, and the discussions with PenCom, Locution, and FD3 are underway to ensure space on a server at PenCom. Our latest quote is that they need six (6) server racks at PenCom to accomplish this. PenCom IT is evaluating if they can do this or if it has to be remoted in. Quail Electric is the contractor selected (the same company that did the kitchen remodel). Timelines are fluid, and Locution is confident that the system will work great. This project cannot happen fast enough. While the stations will have the digitized voice and lights, radios and pagers are to operate as normal.

The District has been the recipient of a 25K grant from DNR to support the FireWise project. This will allow the initial grant (DOI Title III) to stretch further. The project is being scheduled and is on target with Sunland HOA. A trailer was procured with tools and wrapping and will be placed in service August 1. This will reinforce our FireWise capability.

West Sound Workforce (WSW) supplied the District with 14 candidates for the position of Human Resources Manager. Applications were vetted for experience and for what the District needs were. We brought forward the top 6 for interviews. 2 were unsuccessful in the interviews, and 4 were brought through for a second interview. One candidate stood out, and WSWF reached out to see if they were interested of which they replied with a yes. Staff will work this week on next steps to secure a contingent offer to them. Anticipated start date would be October 1; however, it could be sooner.

Meetings continue weekly with Aetta Architects, and meaningful progress is being made toward the replacement of Station 33. A detailed update is coming in Agenda item number 3

Staffing – GOAL # 3 - We have two career personnel out on extended leave. We have four (4) members who have come off probation effective August. Please congratulate Elliot Nokes, Jordon Cook, Jared Kneidl, and Ben Frame. Their badge pinning is August 14th at 1830 hours at Station 34. Since last report, we have had two (2) personnel put in their intent to resign as they have

Fire Chiefs Report

08/04/2026

taken positions with another agency. We will miss them greatly and wish them well. Our first round of applications for new hires closed on Friday, July 31st, and the first review will be conducted this week.

Grant Updates –GOAL #3: Staff has applied for a SAFER Grant for 3 firefighter/paramedics or FF/EMTs. Staff also applied for the AFG grant for a breathing air compressor and buildout at the TOC. No updates as of today.

GOAL # 4 - Continue to work on the Strategic Plan:

During the month of June, you received two presentations regarding the service delivery as supported by ICMA and NFPA 1750. Recognizing that, we are working to implement these steps and will codify them in an updated Strategic Plan. With BC Turner's return to work, he has committed to continuing his work on the Standards of Cover document that will be the backbone for the Strategic Plan. This plan is scheduled to come before the Board as a Draft September 16, 2026.

GOAL # 5 - Continue to work on new Station 33 – break ground in 2027 – DC Hudson and Commissioner Mingee continued to meet with Aetta Architects in July. Items discussed were layout, CUP, stormwater, traffic engineering budget, and the orientation of the building. I met with Stephen Black and Matthew Paxton of CSD Attorneys for a contract review. Matt and Stephen came to an understanding, and we are still awaiting a contract.

GOAL # 6 - Develop a fee schedule – I am continuing to work on this. A draft will be forthcoming. The policy is receiving updates from affected Divisions of the District (maintenance, EMS, and Training). The resolution is drafted, and both will be sent to general council for review before bringing it to the Board.

Sequim City Manager – GOAL #6 - I continue to meet with Matt Huish monthly. We continue to have our one-on-one meeting with him this month regarding City and District interests. These include Eastern Clallam County Emergency Operations and other city/district needs.

Jamestown S'Klallam Tribe – GOALS #4 and #6 – Dialogue is open, and working on establishing meetings and connections for our strategic plan, fees, and schedules. Currently working on the new cell tower for the Carlsborg area. This will assist us with communications by placing our radio equipment on it, thus improving communications for the area, and should strengthen our reach.

County Emergency Management – I continue to meet with EOC Staff monthly and work with them on courses and meetings. The county has completed and adopted the CWPP, and we presented with DNR, ONP, and others on wildfire protection, strategies, and resources. Our next progressive steps with EM are concentrating on disaster planning and development. FD3 disaster plan has been fleshed out, and we are working on appendices. This will be brought forward by December.

Fire Chiefs Report

08/04/2026

Meetings and Activities for the Month of July–

- Weekly meetings with Aetta Architects.
- Continue to represent with the Chamber of Commerce
- Negotiations are paused with bargaining units
- Continue my one-on-one discussions with the Commissioners
- Continued meetings with West Sound Work Force on the recruitment of an HR Manager
- Continue to represent the District with the City of Sequim Emergency Management
- Met with the District's legal team
- Continue weekly meetings with Chiefs of PAFD and C2FR
- Assisted with Acting Battalion Chief Scenarios
- Weekly meetings with DNR
- Met with the Under Sheriff of Jefferson County on TEMS
- Represent Clallam County on the Fire Defense Council
- Represented and worked the July 4th festivities
- Met with Lavender Festival for event planning
- Attended the EMT Graduation at Peninsula College
- Met with Clallam Chiefs for Blue Card implementation
- Continue to hold Staff and Battalion Chief Meetings
- Labor/Management Meeting was cancelled in June and July
- Met with Joe D'Amico for Unity of Effort planning
- Attended the Lavender Festival on both days.
- Represented at PenCom meetings
- Represented the District on the East Clallam County CERT Association Board
- Met with Metro-West

Community Project Updates –

We continue to monitor. This is for our BOC to be aware of current projects and the community growth that is ongoing, with a number of large projects being submitted. Of note in the city of Sequim:

**new updates*

- 12 lot subdivision off Solana
 - New application for a drive-through coffee in Sequim. Part of a larger development
 - Seabrook – Master Planned Community – John Wayne Marina and Whitefeather
 - Under new review and extended a year.
 - 16-bed inpatient facility – Jamestown property on 7 acres behind Costco
 - Progress is well underway
 - S. Olympic View Condominiums – Proposed two 5-unit attached. – Garry Oak Drive
 - Rainshadow Loop Subdivision – Proposed 35 lot – McCurdy Road
 - Bell Creek Subdivision – Proposed 104 lot, single-family homes- Brownfield Rd.
 - Bella Vista Estates – Proposed 24-lot, single-family homes – Miller Road
 - Bradley Ridge Apartments – Proposed 2-story, 16-unit apartments. – E. Hammond
 - Heckman Subdivision- 11 Parcels East of 7th Ave. & W. of Cherry Blossom Estates
 - Habitat for Humanity – Proposed 50-unit development- Brownfield Road
 - Rolling Hills – Currently being developed, 215 lots at McCurdy Rd. & E. of S. 7th Ave. 35% of permits issued for building.
- Of special note to this subdivision, BC Turner and FCT McKenzie have had great

Fire Chiefs Report

08/04/2026

communication with city staff as they monitor termination areas of streets and are quick to get our input for emergency access/egress.

- Cedar Ridge III – 25 lots as the 3rd phase of this development
- Foothills-Bell Creek – Proposed 90 lots between 3rd Ave and 7th Ave.
- Lavender Meadows. The development is filling in. Allotted 217 lots for the subdivision. Approximately 25% of this site is filled.
- Proposed shopping center/retail stores located at Priest Road, East Washington, and Brackett Road. Still in review.
- Expansion to the Westerra subdivision off of Galloway Blvd and Cameron Farm Rd between West Fir and West Hendrickson. An additional 20 homesites.
- New proposal for a new building at 505 S. 5th Ave. Sunbelt apartments to have a 2-story, with 36 1-bedroom apartments with additional common space and laundry room.

Staff continue to work by gathering information from the county on their developments in our area.

- Runnion Development – 6 Duplexes & 2 Triplexes. Intersection of Carlsborg Rd. and E. Runnion. The second phase is underway
- Blue Fern Development – 220 homes. Located between W. Runnion and Spath Rd off of Carlsborg Road. This subdivision is rapidly being built.
- New construction has started at the intersection of Dragonfly and Critter Country for 9-12 homes
- A new development in Gardiner for 3-4 homes has started on Daisy King Lane near Old School House
- ***This development has been approved-*** Carlsborg Manufactured Homes on Atterberry and Hooker. 66 single-family manufactured homes

Property Updates – Local properties of issue

Nothing new to report

Fire Chiefs Report

08/04/2026



2026 Annual Priorities

1) More efficient response matrix

- Update Dispatch Agreement to include call screening using a medical control program
- Update SOP on resource deployment for resource efficiency
- Update Run Cards

2) Decentralized decision making through organizational structure and set milestones and deadlines for projects

- Communicate up and down the chain to include updates to the BOC monthly

3) Staffing @ 16 people per shift (12-person minimum staffing)

- Fill vacancies as soon as possible
- Explore staffing Grants
- Promote for vacancies and backfill hires

4) Continue to work on the Strategic Plan

- Recognizing the current strategic plan should always be referenced to and updated accordingly
- Present to BOC the status on the Strategic Plan
- Expand on Service Delivery components of the Strategic Plan, including updates to Standards of Cover

5) Continue to work on new Station 33 – break ground in 2027

- Facility committee to move forward with the replacement of Station 33
- Including picking a funding mechanism, developer, and contractor

6) Develop an impact fee schedule

- Conduct Nexus Study to analyze the cost
- Negotiate with City of Sequim to implement a fair and consistent impact fee
- Ensure consistency and work with the County to implement impact fee within the County

CLALLAM COUNTY FIRE DISTRICT 3

Agenda Bill No. 1

Board of Commissioners meeting **08/04/2026**

To: Board of Commissioners
From: VC Coordinator Chris Lovering
Subject: Volunteer Program Value Review

Recommendation: The Board receives the information as presented today. No action to take is needed or recommended.

Background: Following the July 21, 2026 Board of Commissioners meeting, the Volunteer/Training Coordinator is here to present the value of the program and provide an overview to the Commissioners.

Discussion: Commissioners are encouraged to discuss the value of the program and ask questions of our Volunteer Training Coordinator or staff as necessary.

Attachments: Volunteer Program Value Overview

Alternatives: The Board decides to take action today based on their conversation.

Fiscal Considerations: N/A

Impact to the Community: Volunteers continue to be a positive asset to the organization and the community. Many of the programs the community enjoys from the Fire District are directly related to our volunteers.

CCFD3 Volunteer Program

Program Value Review

Commissioner Meeting

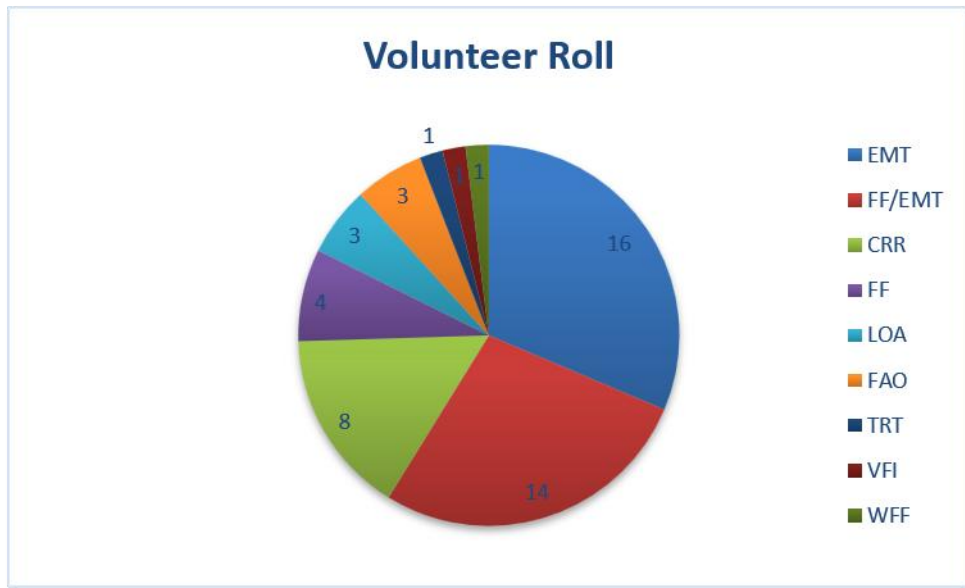
August 3rd, 2026

Volunteer Program Value Review

Program Summary

OVERVIEW

- 51 Volunteers
- Responded to 1464 unique calls
- Average of 1.7 Volunteers responded to each call



Volunteer Value Streams

RESPONSE TO CALLS (2025)

Structure Fires

- Responded to 43 Structure Fire Calls
- Average of 2.7 Volunteer Firefighters per Structure Fire Call

Vegetation Fires

- Responded to 42 Vegetation Fire Calls
- Average of 1.8 Volunteer Firefighters per Vegetation Fire Call

General Alarms

- Responded to 84 General Alarms
- Average of 4.1 Volunteer Responders per General Alarm

First on Scene

- Volunteers were first on scene 542 times of 1464 total call

Transports:

- Volunteers recorded 12 patient transports

COMMUNITY RISK REDUCTION (2025)

Events

- Irrigation Fest, Lavendar Fest, Sunshine Fest, YMCA Kids Camp, School Visits, EMS Standby, etc.
- Over 1,150 hours of service

Education

- CERT Training, CPR Class, Fire Extinguisher Training, & Smoke Alarm Installs
- Over 170 hours of service

Leadership role in new Firewise initiative

EXPERIENCE & LEADERSHIP

Retired Career Firefighters provide specialty training:

- Lt. Sprenger – Vertical Vent & Ladder Truck
- FF/EMT Jacobs – Hazardous Materials
- VFI Mingee – Investigation & Evidence Preservation & Wildland

Provide leadership & instruction at Volunteer Academy and support roles for hiring and promotional testing

SUMMARY

The Volunteers play an important role in the current response model and even a larger role related to community engagement. Recent changes in policy, processes and roles have been focused on ensuring good stewardship of the resources provided to the program, while supporting the efforts and initiatives of CCFD#3.

Data Sources: Call & response numbers are from CY2025 self-reported "Orange Sheet" Database. CRR hours and events are from CY2025 self-reported "Blue Sheet" Database.

CLALLAM COUNTY FIRE DISTRICT 3

Agenda Bill No. 2

Board of Commissioners meeting **08/04/2026**

To: Board of Commissioners

From: Misty Shaw, Finance Manager

Subject: Enduris Insurance Renewal – Policy Year 2026-2027

Recommendation: The recommendation from Staff is that the Board review the presented material and ask questions regarding the insurance renewal.

Background: The District renews its General Liability & Property Damage Insurance on an annual basis.

Discussion: FM Shaw will discuss key elements of the District's Insurance Renewal.

Attachment: Enduris Insurance Renewal Documents for Policy Year 2026-2027

Alternatives: None currently, for Information and Discussion

Fiscal Considerations: None currently, for Information and Discussion.

Impact to the Community: The Public is served when the Board of Commissioners and Managing staff have clear information regarding important aspects of the District insurance policy.



1610 S Technology Blvd

Suite 100

Spokane, WA 99224

T: 800-462-8418

F: 509-747-3875

www.enduris.us

July 23, 2026

Misty Shaw
Clallam County FPD #3
323 N Fifth Avenue
Sequim, WA 98382

Dear Misty Shaw,

We are grateful for your continued membership with Enduris and look forward to serving you in the upcoming Policy Year (PY 2027), beginning September 1, 2026.

Your renewal documents are attached: the Binder (Summary of Coverage), the Renewal Invoice, and, if applicable, your district's Schedules, Vehicle ID Cards, and Evidence of Coverage (EOCs). Enduris will also mail EOC certificates to the Certificate Holder. Invoices are due on September 1, 2026. Past-due amounts will incur interest until paid in full.

Enduris Coverage and Program Highlights:

While we are continuing to work with our broker to finalize reinsurance placement for PY 2027, we anticipate no reductions in the scope of coverage available to members. In fact, we have already secured several meaningful enhancements to coverage limits at no additional cost to members, including:

- Earthquake - property: Increased to \$30,000,000 total
- Fiber Optic utility: Increased to \$1,000,000 per loss, \$5,000,000 aggregate
- Property, Boiler and Machinery, and Business interruption: Pool capacity increases
- "Upgrade to Green" (post-loss) coverage increased to \$10,000,000

Note, the coverage increases continue as a combined shared limit amongst the pool membership. Property and Fiber optic must be listed on the member's Enduris property schedule for coverage to apply.

Our goal remains to provide broad coverage, effective risk management, education, exceptional claims service, and personal attention at a competitive price. We strive to provide optimal cost and value for each member's budget. Highlights of the Pool's program include:

- Replacement cost coverage on property with the largest public entity placement in the world, the Public Entity Property Insurance Program (PEPIP).
- \$20,000,000 general liability coverage, which is autonomous for each district, not shared with other pool members or diminished from current or past claims.

- Coverage for additional member risk exposures such as Crime, Automobile, Cyber, Pollution, Public Officials E&O, and Employment Practices.
- Valuable partnerships and training to help members manage risk in areas of Human Resources, Cyber, and general risk management practices.

Please review your district's Memorandum of Coverage (MOC) because your coverage may differ from that outlined above.

Member Rates

Enduris works to ensure rates remain fair, equitable, and sustainable for all members. Member rates, both individually and collectively, are impacted by:

- The reinsurance and excess market
- Actuarially projected losses for past and future claims
- Actual member losses paid
- Inflation effect on (property, medical, cost of goods, and labor)

As a risk pool, we represent your collective interests in discussions with the reinsurance and excess market to secure favorable rates, broad coverage, and limits that provide optimal protection. The cost of insurance and coverage limitations remain prominent issues.

- The property reinsurance market remains favorable and generally consistent with last year. Enduris expects property reinsurance rates to renew flat or potentially decrease modestly.
- The liability reinsurance market continues to experience significant pressure nationwide. Social inflation, increasing litigation costs, large jury awards ("nuclear verdicts"), and reduced reinsurance capacity continue to drive costs upward. Washington State remains a challenging liability environment for public entities, like other high-litigation states. While Enduris anticipates a significant 20% increase in liability reinsurance costs, the Pool's financial strength and long-term planning help moderate the direct impact on member rates.

For PY 2027, the Pool's actuarial projection anticipates a 12% increase in claim costs over PY 2026. While the frequency and severity of member claims are major components, growth in underlying exposure and inflation also contribute to this rise.

Member contributions by coverage are calculated using each member's underlying exposure, the applicable member base rate, and individual risk modifiers.

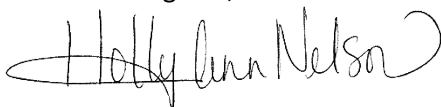
- Changes to coverage exposures have a direct impact. This includes property values, number of vehicles, vehicle value, worker hours, and emergency runs. Changes in your District's underlying exposures for PY 2027 will affect your contribution amount, including additions or deletions of property, vehicles, and changes in worker hours or emergency runs (fire districts only). The reinsurer requires inflationary factors of 2.55% for Real Property (buildings) and 5.31% on personal property, equipment, and replacement cost vehicles, which have been applied to the PY 2027 schedules. Alliant has conducted multiple property appraisals and adjusted member property values accordingly.
- Through prudent fiscal management, strong loss-control efforts by our membership, and the use of actuarially developed rate-stabilization measures, most members are expected to see moderate changes in their base rates. For the Pool, the PY 2027 coverage base rate target range is -5% to +5% compared with PY 2026 rates. Some members may experience larger increases or decreases in their contribution compared to the target ranges shown above due to risk modifiers for such things as:
 - Changes in liability exposures such as worker hours, fire runs, and emergency response counts
 - Additions or removals of property, equipment, vehicles, or appraisals impacting Total Insured Values (TIVs) combined with the required inflation factor adjustments.
 - Individual claims history and loss experience
 - Risk management factors and underwriting considerations.
 - Actuarial recommendations are designed to improve rating equity across the membership.

It is a privilege for the Enduris Team to collaborate closely with Members. Each connection with a Member is an opportunity to better understand their unique needs and challenges. Enduris looks forward to responding to Members' needs and helping provide solutions to the coverage and risk-related issues facing our membership.

Check our website at www.enduris.us for upcoming training opportunities and to access your member portal site.

Thank you for your continued membership and service to our Washington communities.

Warm Regards,

A handwritten signature in black ink that reads "Holly Nelson". The signature is fluid and cursive, with a large loop at the end.

Holly Nelson
Executive Director



INVOICE

1610 S. Technology Blvd, Ste 100
Spokane, WA 99224
(509) 838-0910 or (800) 462-8418

Invoice Number:
R27-624-1

Invoice Date:
7/23/2026

Page:
1

Member ID: 624
Renewal Policy: 2027-624-P-001
Member: Clallam County FPD #3
323 N Fifth Avenue
Sequim, WA 98382

Due Date

9/1/2026

Description

Amount

Effective September 1, 2026 through August 31, 2027

Auto Physical Damage

42,944

General Liability

148,885

Property

112,930

Crime

1,150

Please see the Binder for specific coverage details.

TOTAL \$305,909

Terms and Conditions:

Late fees of 6.5% will be levied on overdue accounts.

Payment should be made by check or money transfer:

Make checks payable to: Enduris Washington.

The District's PY 2027 exposure by coverage used to calculate your contribution is summarized below. Where applicable, the detailed schedule is an attachment to the email with your invoice:

Auto Physical Damange - 42 reported vehicle(s) as scheduled

General Liability - Emergency runs of 9,824

Property - TIV of \$36,188,274 as scheduled

Crime - Limit of \$250,000

Our mission remains **"to provide financial protection, broad coverage, and risk management services responsive to our members' needs."** We strive to bring exceptional coverage for a competitive price while adding value to your organization.

If you have questions or need assistance, please email MemberRelations@enduris.us or call (800) 462-8418.

BINDER

(Summary of Coverage)

MEMBER:

Clallam County FPD #3
323 N Fifth Avenue
Sequim, Washington 98382

MEMORANDUM #

2027-624-P-001

EFFECTIVE:

September 1, 2026 to September 1, 2027
12:01 AM local time for the Member

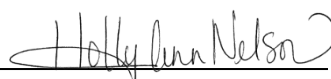
This binder is subject to the terms and conditions as referenced in the Memorandum of Coverage.

COVERAGE:	COVERAGE TYPE	LIMIT**	DEDUCTIBLE/ CO-PAY
GENERAL LIABILITY – NO AGGREGATE Including Bodily Injury, Property Damage, Professional Liability, Automobile Liability	Per Occurrence	\$20,000,000	\$0
GENERAL LIABILITY – AGGREGATE PER MEMBER COMBINED Employment Benefits Liability Personal Injury Products and Completed Operations Public Officials Errors and Omissions Liability Employment Practices Liability		\$20,000,000	\$0 \$0 \$0 \$0 20% co-pay*
CRIME BLANKET COVERAGE WITH FAITHFUL PERFORMANCE OF DUTY	Per Occurrence	\$250,000	\$1,000
PROPERTY/MOBILE EQUIPMENT/BOILER AND MACHINERY	Per Enduris Schedule	Per Enduris Schedule	Per Enduris Schedule
CYBER COVERAGE Claims made and reported basis	Member Aggregate AIP Program Aggregate	\$2,000,000 \$75,000,000	20% Co-Pay*
AUTOMOBILE PHYSICAL DAMAGE	Per Enduris Schedule	Per Enduris Schedule	\$500
IDENTITY FRAUD EXPENSE REIMBURSEMENT	Each Identity Fraud Discovered	\$25,000	\$0

**Co-pay may be waived as per Memorandum of Coverage*

***Subject to limits and sub-limits as noted in the Memorandum of Coverage*




Authorized Representative
Executive Director

Property Schedule

Policy Year 2027

9/1/2026 through 8/31/2027



Clallam County FPD #3

Member Index #	Schedule Number	Description/Location	Property Loss Settlement Basis	Structure	Contents	Mobile Equipment	Deductible
	624-21-002	Modular Classroom 255 Carlsborg RD, Sequim, WA 98382	Replacement Cost Value	\$497,982	\$30,839		\$1,000
	624-23-010	Leased Mobile Office, Unit E 863 Carlsborg Rd., Sequim, WA	Replacement Cost Value		\$18,040		\$1,000
	624-22-006	Leased Office Space 863 Carlsborg RD Sequim WA 98382	Replacement Cost Value		\$60,332		\$1,000
	624-23-011	Lifepak Monitor/Defibrillators (8)	Replacement Cost Value			\$361,990	\$1,000
	624-22-007	Mobile Equipment	Replacement Cost Value			\$56,123	\$1,000
	624-22-004	Residential Home 305 N Fifth Avenue, Sequim, WA 98382	Actual Cash Value	\$115,369			\$1,000
	624-26-012	Vacant Land - Lot 1 of Dow Short Plat Gold Dust Lane, Sequim, WA 98382	Liability Only				\$1,000
0	624-10	1998 John Deere Backhoe 310E, S#T0310EX852343	Replacement Cost Value			\$157,965	\$1,000
0	624-12	2004 Zodiac 14 ft Rescue Boat w/30 HP Motor D304	Liability Only				\$1,000
0	624-15	2009 PJTLR Car FireProp Trailer, VIN 3065	Replacement Cost Value			\$13,544	\$1,000
0	624-16	2009 R&R Live Fire Trailer, VIN 5422	Replacement Cost Value			\$26,328	\$1,000
0	624-13	2011 Magnum Portable Light Tower 0574	Liability Only				\$1,000
0	624-11	2013 Polaris Ranger F-63, s#8608	Replacement Cost Value			\$26,328	\$1,000

Property Schedule

Policy Year 2027

9/1/2026 through 8/31/2027



Clallam County FPD #3

Member Index #	Schedule Number	Description/Location	Property Loss Settlement Basis	Structure	Contents	Mobile Equipment	Deductible
0	624-9	Blyn Station 37 54 Sophus Rd, Sequim, WA	Replacement Cost Value	\$7,317,391	\$208,490		\$1,000
0	624-1	Carlsborg Station 33 70 Carlsborg Rd, Sequim, WA	Replacement Cost Value	\$3,760,321	\$208,490		\$1,000
0	624-4	Diamond Point Station 35 121 Sunshine Ave, Sequim, WA	Replacement Cost Value	\$838,453	\$28,061		\$1,000
0	624-5	Dungeness Station 31 4721 Sequim-Dungeness Way, Sequim, WA	Actual Cash Value	\$615,300	\$28,061		\$1,000
0	624-2	R-Corner Station 32 256702 Hwy 101, Sequim, WA	Replacement Cost Value	\$1,219,568	\$28,061		\$1,000
0	624-3	Sequim Station 34 323 N 5th Ave, Sequim, WA	Replacement Cost Value	\$14,228,151	\$1,122,452		\$1,000
100	624-7	Maintenance Facility 255 Carlsborg Rd, Sequim, WA	Replacement Cost Value	\$3,602,117	\$760,180		\$1,000
101	624-8	Carport 255 Carlsborg Rd, Sequim, WA	Replacement Cost Value	\$858,338			\$1,000
Total:				\$33,052,990	\$2,493,006	\$642,278	
Total Insured Value:				\$36,188,274			

Licensed Vehicle Schedule

Policy Year 2027

9/1/2026 through 8/31/2027



Clallam County FPD #3

Member Index #	Schedule Number	Year	Make	Model	Description	VIN	Value Type	Deductible	Vehicle Value
F-11	624-1	1985	Pierce Arrow	Training	Engine	0856	LO	\$0	
F-14	624-5	1995	Seagrave	Pumper	Pumper	2059	LO	\$0	
F-15	624-6	1995	Ford	E-One	Pumper	5376	LO	\$0	
F-16	624-3	1939	Ford		Antique Fire Truck	4858	LO	\$0	
F-17	624-4	1992	Pierce	Pumper	Pumper/Tender	0632	ACV	\$500	\$50,000
F-19	624-7	1996	Ford	E-One	Pumper	9680	ACV	\$500	\$62,500
F-21	624-10	1999	Ford	F550	Vehicle Maint Truck	2076	ACV	\$500	\$30,000
F-22	624-9	1999	Freightliner	FL70	Rescue Unit	4939	ACV	\$500	\$50,000
F-24	624-13	2000	Wells	Cargo	Special Opps Trailer	9292	LO	\$0	
F-25	624-16	1991	International	4700	Brush Engine	3971	ACV	\$500	\$40,000
F-26	624-15	1991	International	4700	Brush Truck	9446	ACV	\$500	\$40,000
F-27	624-22	1989	GMC	GM	Tender	0273	LO	\$0	
F-31	624-25	2005	Freightliner	16M	Pumper	1044	ACV	\$500	\$100,000
F-32	624-24	2005	Big Tex	Utility	Landscape Utility Trailer	2301	LO	\$0	
F-33	624-26	2006	Ford	F350	Shop Truck	9609	ACV	\$500	\$20,000
F-34	624-27	2006	Ford	E350	Motor Pool Van	7154	ACV	\$500	\$20,000
F-35	624-54	2005	Freightliner	16M	Pumper	2839	ACV	\$500	\$100,000
F-37	624-31	2006	Ford	F250	Marine Truck	8033	ACV	\$500	\$20,000
F-38	624-30	1990	International	Dump	Dump Truck	7197	LO	\$0	
F-41	624-29	2003	Eager	Beaver	Equipment Trailer	0206	LO	\$0	
F-42	624-32	2007	Ford	F550	Flatbed Tow Vehicle	8248	ACV	\$500	\$35,000
F-43	624-36	2007	Wells Cargo	Utility	Tech Rescue Trailer	5331	ACV	\$500	\$35,000
F-44	624-35	2008	Ford	F250	Admin Staff Pickup	2922	ACV	\$500	\$20,000
F-46	624-47	2012	EZ Loader	Boat	Trailer	3338	LO	\$0	

Licensed Vehicle Schedule

Policy Year 2027

9/1/2026 through 8/31/2027



Clallam County FPD #3

Member Index #	Schedule Number	Year	Make	Model	Description	VIN	Value Type	Deductible	Vehicle Value
F-48	624-37	2007	Cargomate	Utility	Lawn Mower Trailer	3058	LO	\$0	
F-49	624-39	2008	Sutphen	Pumper	Pumper	3084	ACV	\$500	\$100,000
F-50	624-41	2008	Sutphen	Pumper	Pumper	3152	ACV	\$500	\$100,000
F-51	624-40	2009	PJ	Flatbed	Trailer	4601	LO	\$0	
F-53	624-42	2009	TPHT	Pump Trainer	Trailer	3980	LO	\$0	
F-56	624-53	2000	Sutphen	T-100	Ladder Truck	3067	ACV	\$500	\$125,000
F-59	624-45	2012	Ford	Explorer	Admin Staff SUV	1746	ACV	\$500	\$10,000
F-60	624-43	2012	Ford	Escape	Inspector SUV	1025	ACV	\$500	\$5,000
F-64	624-49	2013	Cargomate	BL816TA2	UTV Transport Trailer	3380	LO	\$0	
F-65	624-48	2013	Cargomate	BL816TA2	Facility Maint. Trailer	3381	LO	\$0	
F-66	624-51	2014	Ford	Explorer	Admin Staff SUV	3631	ACV	\$500	\$12,000
F-67	624-56	2016	FREIGHTLINE R	M2	2016 Freightliner M2	1FVHCYCY3GHHJ2838	RCV	\$500	\$694,851
F-69	624-19-005	2001	Dodge		Motor Pool	2663	LO	\$0	
F-70	624-004	2019	Ford	Explorer	P.P.	7016	ACV	\$500	\$50,000
F-71	624-20-006	2019	Ford	E350 Cutaway	Maintenance Truck	6326	RCV	\$500	\$61,315
F-72	624-22-009	2022	PJ	6x12 Dump	Trailer	4P51D1624N1378384	ACV	\$500	\$12,000
F-73	624-23-010	2022	Rosenbauer	Tanker	Fire Pumper	3ALHG3FE9PDNM973	RCV	\$500	\$694,851
F-74	624-24-012	2023	Ford	F150	Fire Auto	1FTFW1T84PKE83281	RCV	\$500	\$105,310

Licensed Vehicle Schedule

Policy Year 2027

9/1/2026 through 8/31/2027



Clallam County FPD #3

Member Index #	Schedule Number	Year	Make	Model	Description	VIN	Value Type	Deductible	Vehicle Value
F-75	624-24-013	2023	Ford	W1T F150 CC 4X4 SSV	Fire Auto	1FTFW1T87PKE83940	RCV	\$500	\$105,310
F-76	624-24-015	2023	Ford	F-150	Fire Auto	1FTFW1T8XPKE83592	RCV	\$500	\$105,310
F-77	624-25-016	2025	Ford	F550 4x4	Brush Truck	1FD0W5HN7SEC46654	RCV	\$500	\$189,558
F-78	624-26-017	2025	Spartan	Gladiator	Fire Engine	4S9ADEUB1SB559877	RCV	\$500	\$1,252,415
F-79	624-26-018	2025	Spartan	Gladiator	Fire Engine	4S9ADEUB3SB559878	RCV	\$500	\$1,252,415
F-80	624-26-019	2025	Spartan	Gladiator GA4M02GD13	Fire Engine	4S9ADEUB5SB559879	RCV	\$500	\$1,191,445
F-82	624-26-020	2026	Interstate West Corp	VICT714TA2	Firewise Black 7 x 14 Tandem Axle Trailer	4RAVS1423TN148133	ACV	\$500	\$12,439
F-83	624-26-021	2026	Interstate West Corp	PATR714TA2	CERT White 7 x 14 V-Nose Tandem Axle Trailer	4RAPT1421TN147018	ACV	\$500	\$9,469
G-13	624-11	1999	Ford	E350	Ambulance	1472	LO	\$0	
G-14	624-12	1999	Ford	E350	Ambulance	6424	LO	\$0	
G-16	624-18	2003	Ford	E450	Ambulance	8421	ACV	\$500	\$75,000
G-23	624-38	2008	Ford	F250	Admin Staff Pickup	5889	ACV	\$500	\$20,000
G-25	624-44	2012	Ford	Explorer	Admin Staff SUV	1747	ACV	\$500	\$10,000
G-27	624-50	2001	Freightliner	Bus	MCI Bus	2648	LO	\$0	
G-28	624-55	2016	Ford	E450	Ambulance	2617	RCV	\$500	\$473,895
G-29	624-003	2018	Ford	F450	Ambulance	6862	RCV	\$500	\$473,895
G-30	624-002	2006	Ford	Rehab	Ambulance	9436	LO	\$0	

Licensed Vehicle Schedule

Policy Year 2027

9/1/2026 through 8/31/2027



Clallam County FPD #3

Member Index #	Schedule Number	Year	Make	Model	Description	VIN	Value Type	Deductible	Vehicle Value
G-31	624-20-007	2020	Ford	F450	Ambulance	1FDUF4HN0LEC49506	RCV	\$500	\$473,895
G-32	624-23-011	2022	Ford	F450	Ambulance	1FDUF4HN6NEE93986	RCV	\$500	\$473,895
G-33	624-24-014	2023	Ford	F-450	Ambulance Remount	1FDUF4HN0PDA12364	RCV	\$500	\$473,895
								Total:	\$9,185,663

CLALLAM COUNTY FIRE DISTRICT 3

Agenda Bill No. 3

Board of Commissioners meeting **08/04/2026**

To: Board of Commissioners

From: Commissioner Mingee, Chief Justin Grider, Finance Manager Misty Shaw

Subject: Continued Discussion on Future Construction of a New Station 33 and Related Financing

Recommendation: Staff recommends the Board vote on the following items to allow D.A. Davidson to move forward with recommendations on financing: 1.) Voted bond or non-voted bond/private bank placement; 2.) Target date to receive the proceeds of financing; 3.) Use of capital funds for the project; 4.) Amount to be financed; 5.) Amount to be spent on the project this year prior to financing.

Background: The Board of Commissioners has stated its desire to pursue funding for the construction of a new fire station and has engaged D.A. Davidson to serve as the bond underwriter or placement agent. Commissioner Mingee has been appointed as the project lead. Aetta Architects of Battle Ground, WA, has been awarded the design, engineering, and project management. The Board of Commissioners voted against conducting a survey for public opinion on bond issuance at this time.

Discussion: Continued discussion on the timeline and funding sources for the construction of a new Station 33.

Attachments: None

Alternatives: TBD

Fiscal Considerations: Discussion related to the financial planning of capital projects. No immediate fiscal impact but long-term impacts related to debt service and fund balances.

Impact to the Community: The public is better served when the District's capital projects and related funding are planned.

Project Budget Summary

Station 33 Replacement Project

Clallam County Fire District #3



PROPOSED PROGRAM AREA:

	9,000 sf	
Equipment Bays:	5,300 sf	\$x,xxx : estimated values to be confirmed
Quarters and Support Spaces:	3,700 sf	
Site Area:	402,930 sf	9.25 acres

	TOTAL COST	ESTIMATED S.F.	COST/S.F.	SPENT TO DATE	TOTAL REMAINING
1. CONSTRUCTION COSTS	\$4,055,680	9,000	\$451	\$0	\$4,055,680
A. New Construction	\$4,055,680	9,000	\$451	\$0	\$4,055,680
B. Demolition	\$0	0	\$0	\$0	\$0
C. Modernization	\$0	0	\$0	\$0	\$0
D. Site Work	\$0	0	\$0	\$0	\$0
E. Off Site Improvements	\$0	0	\$0	\$0	\$0
	TOTAL COST	PERCENTAGE CON. COST			
2. SOFT COSTS	\$1,738,712	42.9%	\$193	\$37,336	\$1,701,376
A. State Sales Tax On Construction @ 7.0%	\$283,898	7.0%	\$32	\$0	\$283,898
B. Local Sales Tax In Excess Of State @ 2.9%	\$117,615	2.9%	\$13	\$0	\$117,615
C. Architectural/Engineering Fees	\$807,200	19.9%	\$90	\$37,336	\$769,864
D. Geotechnical Study	\$30,000	0.7%	\$3	\$0	\$30,000
E. Traffic Report	\$0	0.0%	\$0	\$0	\$0
F. Energy Life Cycle Cost Analysis	\$0	0.0%	\$0	\$0	\$0
G. Building Commissioning	\$35,000	0.9%	\$4	\$0	\$35,000
H. PM Fees	\$215,000	5.3%	\$24	\$0	\$215,000
I. Inspection And Testing Services	\$150,000	3.7%	\$17	\$0	\$150,000
J. Administrative And Legal Expenses	\$20,000	0.5%	\$2	\$0	\$20,000
K. Permit Fees	\$20,000	0.5%	\$2	\$0	\$20,000
L. Impact/Mitigation Fees (Traffic)	\$60,000	1.5%	\$7	\$0	\$60,000
M. Moving Expenses	\$0	0.0%	\$0	\$0	\$0
N. FF&E	\$0	0.0%	\$0	\$0	\$0
3. SUBTOTAL PROJECT COSTS	\$5,794,393		\$644	\$37,336	\$5,757,056
4. CONSTRUCTION CONTINGENCY AT 7%	\$405,607		\$45	\$0	\$405,607
5. TOTAL PROJECT COSTS	\$6,200,000		\$689	\$37,336	\$6,162,664

CLALLAM COUNTY FIRE DISTRICT 3

Agenda Bill No. 4

Board of Commissioners meeting **08/04/2026**

To: Board of Commissioners

From: Battalion Chief Elliott Jones

Subject: EMS Update

Recommendation: The Board receives the information as presented today. No action to take is needed or recommended.

Background: Following the July 21, 2026 Board of Commissioners meeting, the EMS Battalion Chief is here to present an update on the EMS Committee and provide an overview of EMS to the Commissioners.

Discussion: Commissioners are encouraged to discuss and ask questions of our Battalion Chief or staff as necessary.

Attachments: EMS Program Update and Junes EMS End of Month Report

Alternatives: The Board decides to take action today based on their conversation.

Fiscal Considerations: N/A

Impact to the Community: The community benefits from a high-quality, high-functioning EMS system that provides the basics of a standard of care program, whether BLS or ALS with support.



Clallam County Fire District 3

323 N Fifth Ave., Sequim, Washington 98382
360-683-4242, Fax: 360-683-6834
www.ccf3.org

Jeffrey Nicholas
Michael Mingee
Bill Miano
Commissioners

Justin Grider, Fire Chief

Battalion Chief's Report: 6/30/2026

Prepared by: Elliott C Jones, C-Platoon

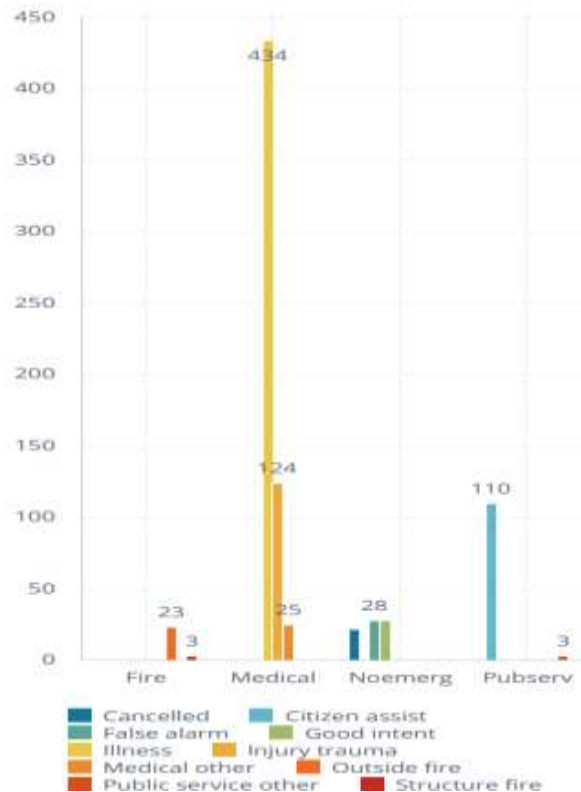
June 2026

June was the busiest month of 2026 at 846 calls for service, up 5.4 percent from May and 1.0 percent over June 2025. Year-to-date volume is 4,732, down 1.1 percent from 2025. Olympic Ambulance completed its first full quarter under the April 1 contract with 100 percent of contracted dedicated hours staffed and 97.7 percent of requests captured on an availability basis. Lost requests rose each month of the quarter despite full staffing, pointing to call concurrency as the constraint heading into summer peak.

Count of Total Incidents

Count of Incidents
846

Responses by Incident Type



January 1- June 30, 2026

Clallam County Fire District 3 provides Emergency Medical Services, Fire Suppression and all Hazard mitigation from three fire stations staffed 24/7/365 with Firefighters, EMT's and Paramedics and three fire stations that are served by our Volunteer members year-round to the communities of Gardiner, Diamond Point, Blyn, Jamestown S'Klallam Tribe, Lost Mountain, Happy Valley, Sequim, Dungeness, Carlsborg, Agnew, Blue Mountain, O'Brien, R Corner, and all points in between, North and South.



Clallam County Fire District 3

323 N Fifth Ave., Sequim, Washington 98382

360-683-4242, Fax: 360-683-6834

www.ccf3.org

Jeffrey Nicholas

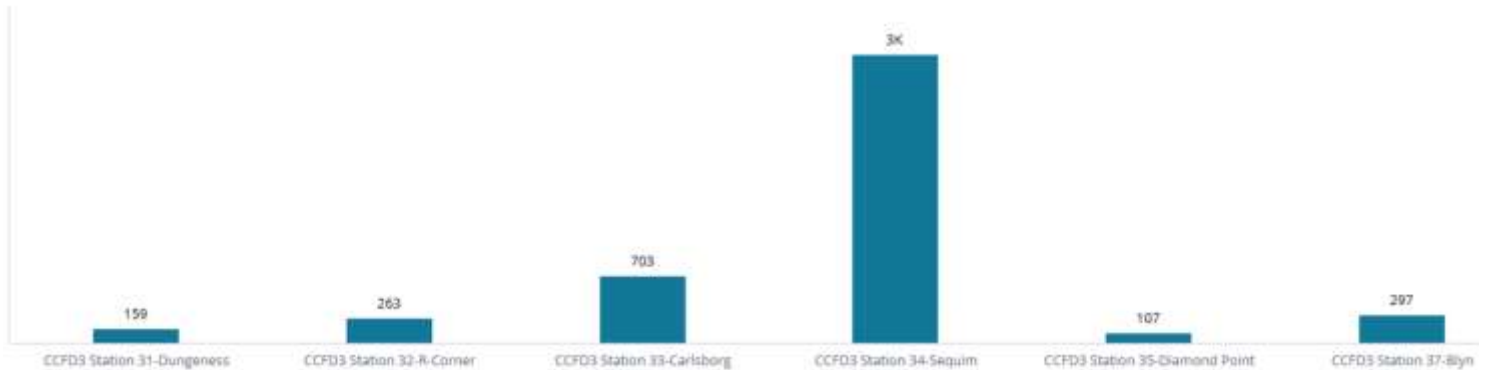
Michael Mingee

Bill Miano

Commissioners

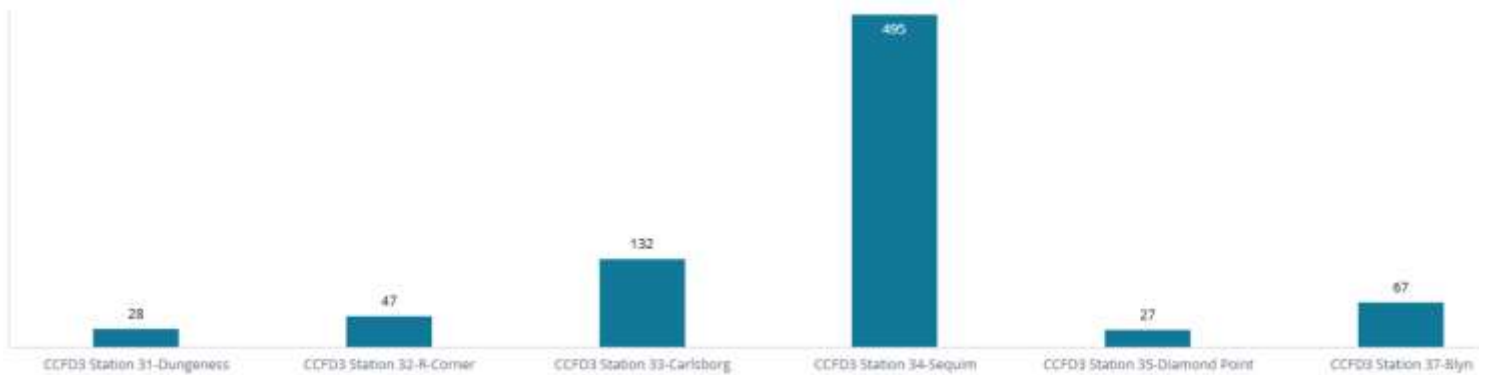
Justin Grider, Fire Chief

Incidents by Station



June 1 through June 30, 2026

Incidents by Station



June 2026: Calls Per Hour of the day

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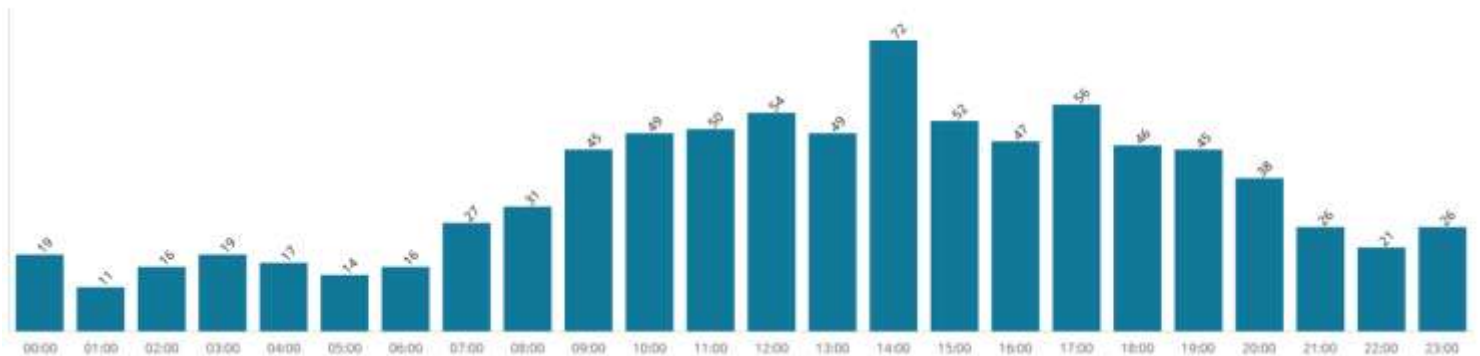
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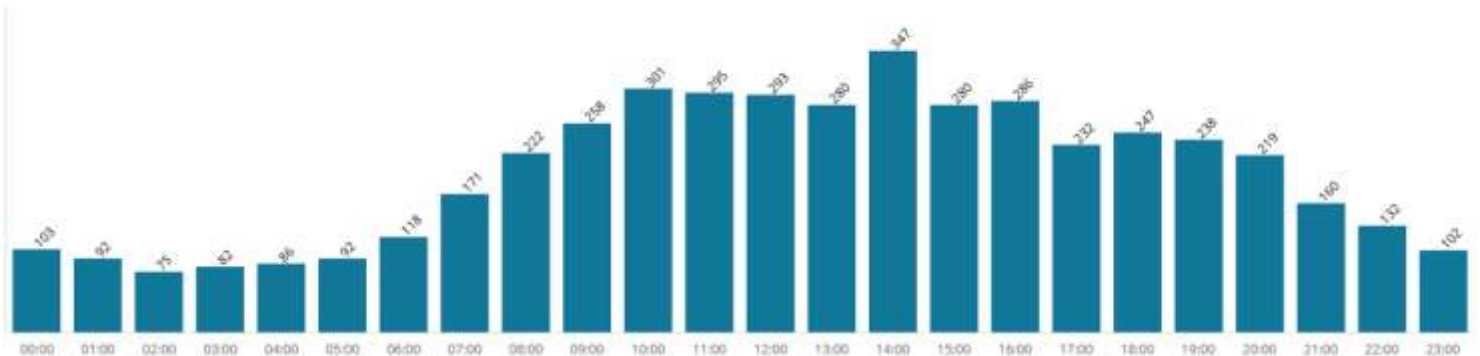
June 1 through June 30, 2026

Incident Count by Hour of Day



January 1 through June 30, 2026

Incident Count by Hour of Day



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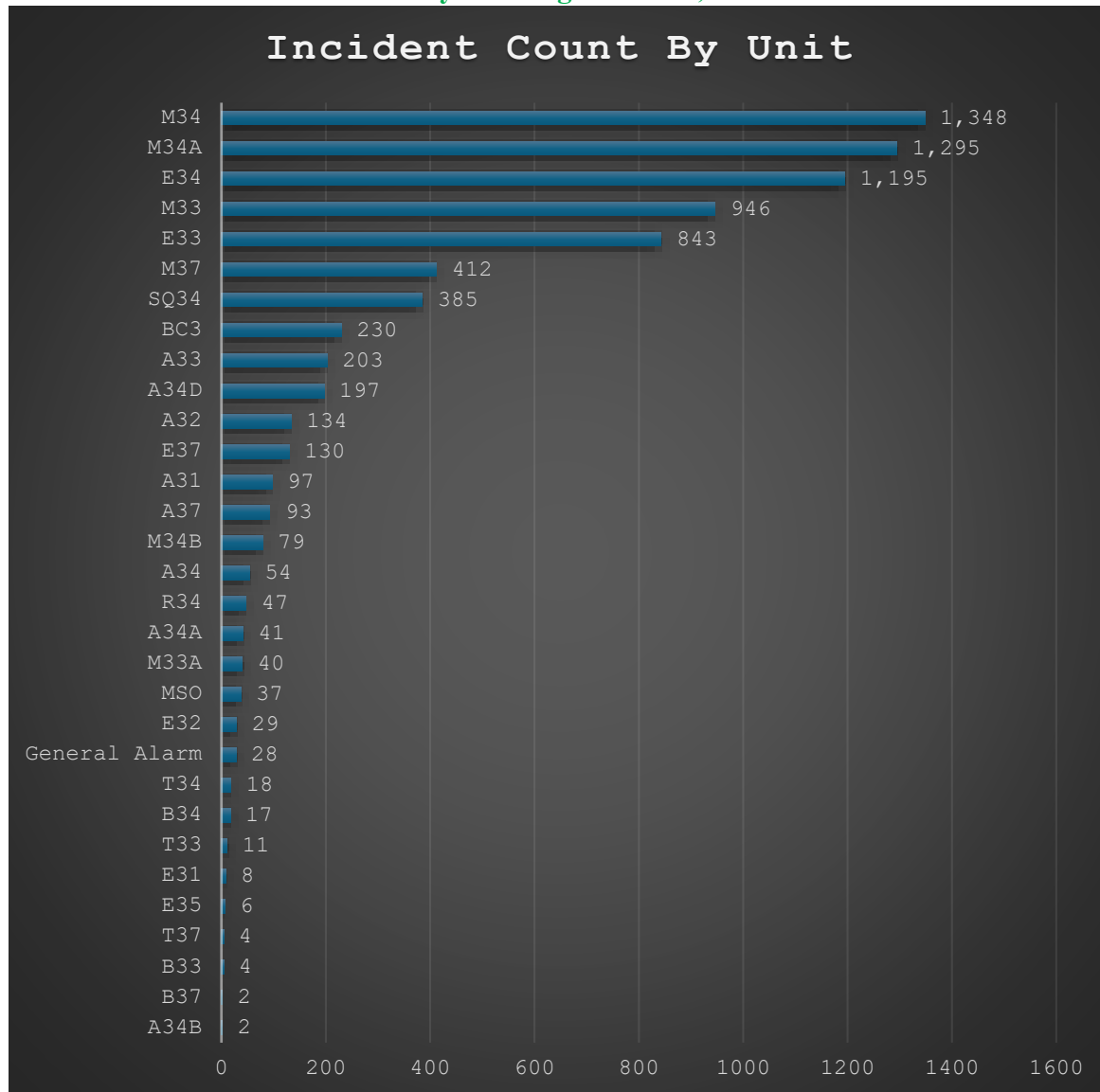
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January 1 through June 30, 2026



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Highlights

- 846 calls in June, highest monthly total of 2026; 4,732 YTD (down 52 vs 2025)
- OA Q2: 2,127 requests, 2,078 captured (97.7 percent), zero missed staffing hours across 6,552 contracted unit hours
- Transport mix shifting: Olympic-only transports up 17.4 percent YTD, Fire Rider transports down 24.2 percent, consistent with the dedicated-unit contract structure
- Q2 probationary firefighter assessments completed; C-Platoon certifications current
- Narcotics Handling Job Aid updated for new DEA regulations; SOP 4100-P-11 rewrite with Administration for review
- Platoon handoff completed (returned to C-Platoon); Acting BC task book development underway with two captains
- Telestaff to First Due scheduling conversion went live July 1

June 2026

Transport Breakdown

Transport Disposition	Total Records	Percentage of Records
No Transport	98	20%
Patient Refused Transport	54	11%
Transport by Another EMS Unit	234	47%
Transport by Another EMS Unit, with a Member of This Crew	89	18%
Transport by This EMS Unit (This Crew Only)	22	4%
Grand Total	497	100%

2026 Year

Transport Breakdown

Transport Disposition	Total Records	Percentage of Records
No Transport	618	21%
Non-Patient Transport (Not Otherwise Listed)	2	0%
Patient Refused Transport	387	13%
Transport by Another EMS Unit	1,299	44%
Transport by Another EMS Unit, with a Member of This Crew	547	18%
Transport by This EMS Unit (This Crew Only)	122	4%
Grand Total	2,975	100%

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CCFD3 Activity Sheet

2026					2025			
Transports					Transports			
Call Volume	CCFD3	Oly only	Fire Rider		CCFD3	Oly Only	Fire Rider	Call Volume
798	32	172	100	January	18	187	125	851
693	19	184	103	February	20	166	110	726
783	14	223	87	March	19	177	173	862
809	17	230	90	April	22	200	102	775
803	18	256	78	May	19	177	109	732
846	22	234	89	June	23	199	103	838
4732	122	1299	547	Total	121	1106	722	4784
-52	1	193	-175					

Definitions:

1. Call Volume- Number of Calls for Service
2. CCFD3- Transports completed in CCFD3 transport unit
3. Oly Only- Transports completed in an Olympic Ambulance Unit without CCFD3 personnel
4. Fire Rider- Transports completed in an Olympic Ambulance Unit with personnel from CCFD3

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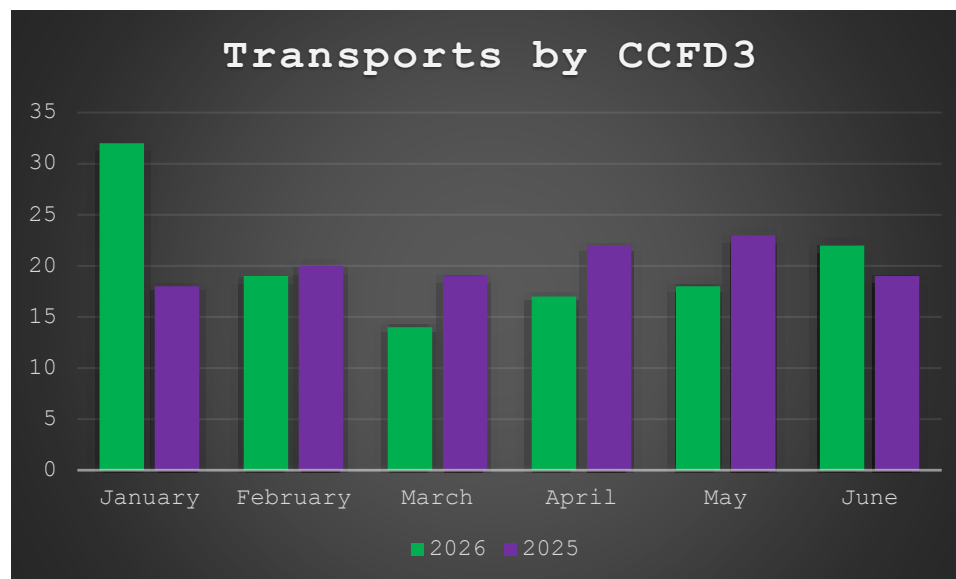
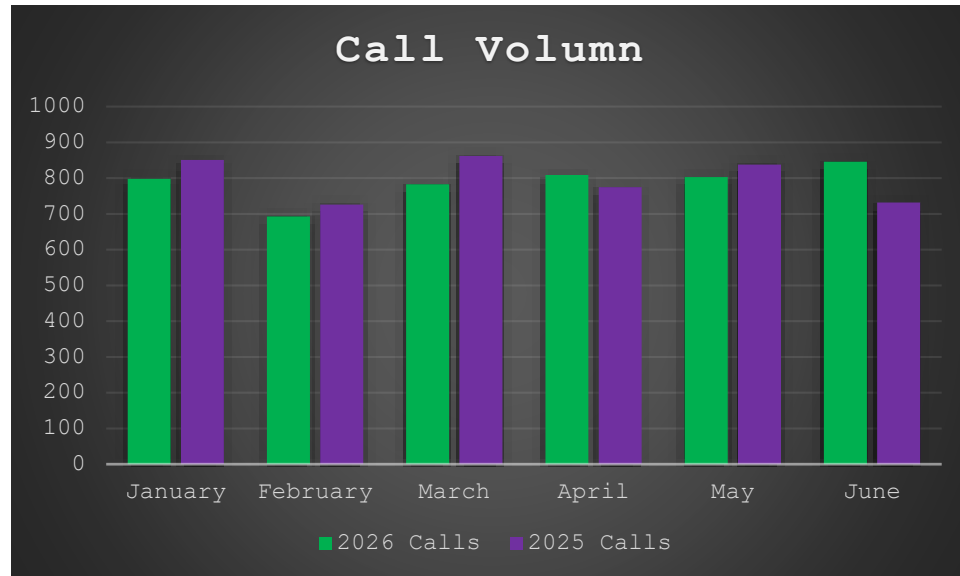
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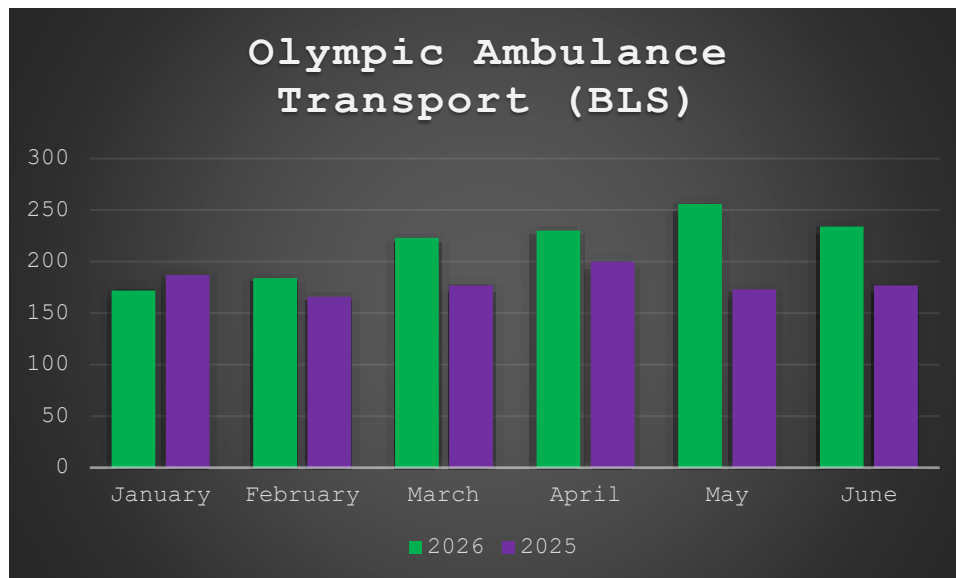
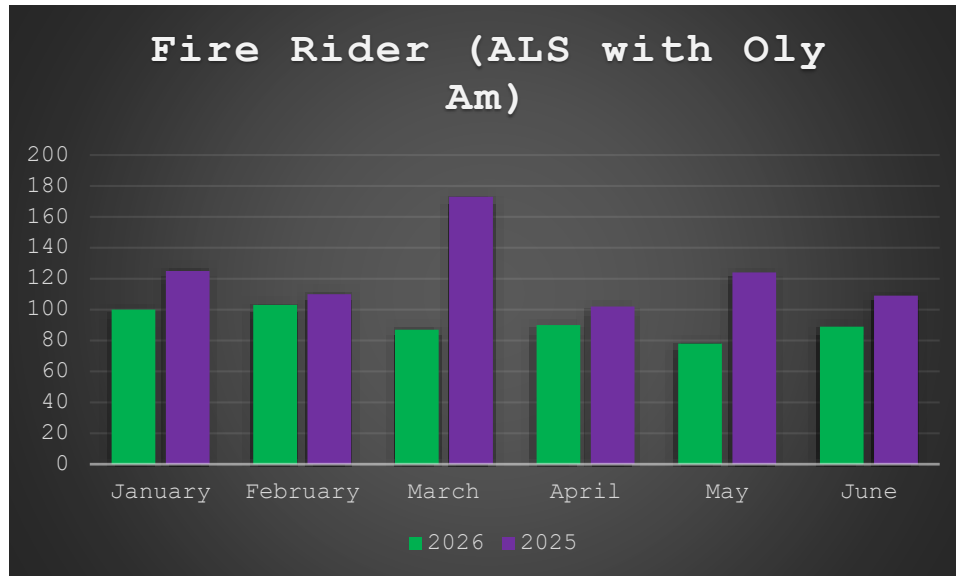
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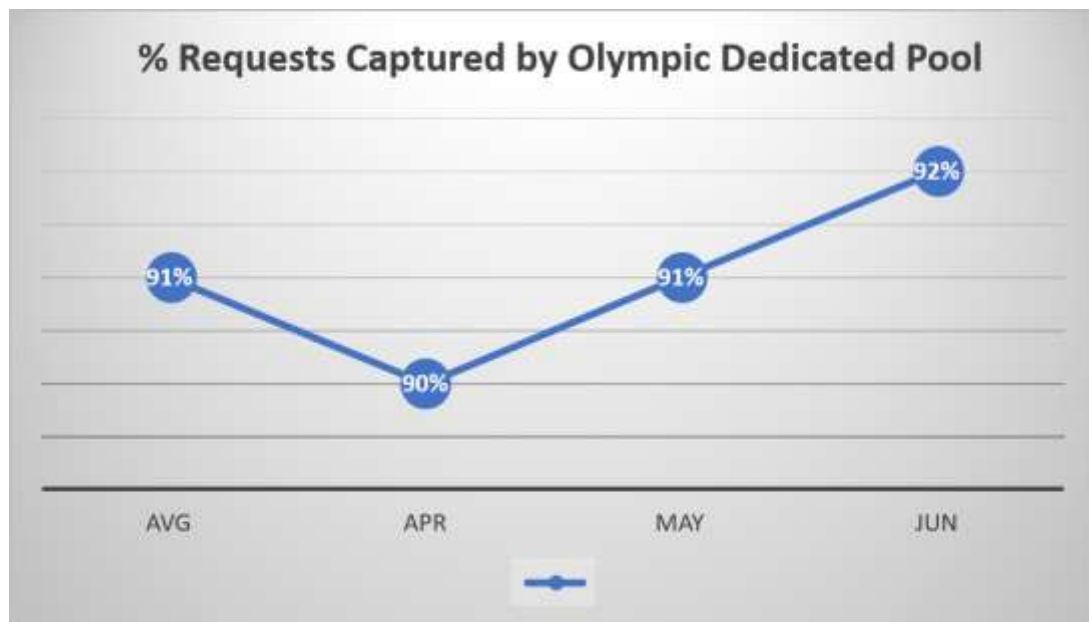
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Olympic Ambulance Update:

Effective April 1, 2026, CCFD3 and Olympic Ambulance agreed that Olympic provides three dedicated BLS ambulances available to FD3 around the clock, while FD3 remains the sole first responder, primary ALS provider, and final authority on resource allocation within its jurisdiction. Olympic is the preferred transport agency and runs its own direct calls and interfacility transports, which must be coordinated separately from the units dedicated to FD3. The stated performance goal is capturing 90 percent or more of requested calls, with a captured request defined as one where the FD3-assigned Olympic unit meets the enroute and chute time standards.



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For Q2 2026 OA Deliverables: 2,127 total requests, 49 lost requests, 2,078 calls captured (97.7 percent), a split showing the dedicated units (SA1, 2, 3) ran 1,935 calls, and the shared pool ran 143, and 6,552 dedicated hours staffed, which confirms three units were up most of the quarter. OA covered the staffing obligation and gave FD3 a baseline for what is required. Communications between the OA supervisors and the on-duty Battalion Chiefs were in line with expectations. Calls and texts were used when OA rigs were out of service for maintenance or inspection, and when FD3 requested them; most were put back in service within 60 minutes.



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○ Battalion Chief-EMS Administrative Meetings:

- Participating in staff meetings
- Participated in Battalion Chief's meeting
- Conducted daily shift meetings
- Attended Fire Commissioner's meetings
- Negotiations for Battalion Chief's Contract- On-going

○ Planning and Ongoing projects:

- Moved back to C-Platoon (Handoff to Turner and received handoff from Albers)
- **A-Platoon** Projects List updated to 2026
- New DEA Regulations- Updated Narcotics Handling Job Aid
- Review/Rewrite of SOP 4100-P-11; Turned in and waiting feedback from Administration
- Review of **C-Platoon** members' certifications and licenses (ongoing and updated)
- Prep for Telestaff to First Due for July/Aug (Starting July 1)
- Q2 Assessments of Probationary Firefighters completed

○ Continuing Education/Training:

- EMS Skill Sheets- in process
- 2026 2nd quarter OTEP Audit
- EMS Connect ongoing
- Participation in EMSConnect for continuing education
- Executive Fire Officer Program- Scheduled for August 22-29 (Class 2 of 4)
- Acting Battalion Chief Task Book- Worked with Capt Borggard and Capt Swanberg

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Squad 34- MIH-Community Paramedicine

Update June 2026

Total CFS (YTD) for CP office	385
CFS from _ June 1 _ to _ June 30 _	65
Average (<i>dispatched</i>) calls per day	4.33
Average UHU per call	2.3
Quarterly encounters	146
Fire calls	1
911 assist/CPR calls	3
Calls in place of Shift crews	21
High Utilizers identified	8
Letters sent to High Utilizers	2
High Utilizers reduced	2
Quarterly EMS training complete	100%
Quarterly Fire/Rescue training complete	100%

Success stories from the MIH-CP office

Mr. Karjalainen is excited to announce a project with a local application developer for a app that pairs caregivers/companions with local individuals that need some assistance.

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