

**Service Driven Through Excellence and Innovation**



**UNITY - COMPASSION – INTEGRITY – COURAGE - HONOR**

**Board of Commissioners' Meeting**

**April 21, 2026**





# Clallam County Fire District 3

323 N Fifth Ave., Sequim, Washington 98382

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

[www.ccf3.org](http://www.ccf3.org)

Bill Miano  
Michael Mingee  
Jeffrey Nicholas  
**Commissioners**

Justin Grider, Fire Chief

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## Board of Commissioners Meeting Agenda

April 21, 2026

**Call to Order**  
**Pledge of Allegiance**  
**Changes to the Agenda**  
**Public Comment**

**Consent Agenda:**

- 1.) Regular Meeting Minutes, April 7<sup>th</sup>, 2026
- 2.) Claims and Payroll
- 3.) Volunteer Pay 2026-Q1

**Next Meeting** – May 5<sup>th</sup>, 2026

**Good of the Order –**

West Sound Workforce Update. -Grider

Aetta Update- Mingee

**Regular Business:**

**Reports** – Battalion Chief Reports

**Agenda Bill 1:** Donna Stoffel Proclamation

**Agenda Bill 2:** Future Station Construction Discussion

**Agenda Bill 3:** Johnston Property

**Agenda Bill 4:** 1Q 2026 Financial Statement

**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);



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Adjournment

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# 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 1<sup>st</sup>, 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

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Michael Mingee, Vice Chairman

\_\_\_\_\_  
Jeffrey Nicholas, Commissioner

\_\_\_\_\_  
Attest:  
Lori Coleman, District Secretary

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**CLALLAM COUNTY FIRE DISTRICT 3**

Agenda Bill No: Consent 2

Subject: Approval of Claims and Payroll for the period ending Tuesday, April 21, 2026

Attachments: Accounts Payable Claims & Payroll Registers

Date: Tuesday, April 21, 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 Payroll

dated:		April 10, 2026
Totaling:	\$	1,057,156.25

Payroll EFTs and IRS Deposit  
for Monthly Draw and Quarterly Volunteer Points

dated:		April 24, 2026
Totaling:	\$	23,731.12

Accounts Payable Claim Numbers: 113646-113692

dated:		April 21, 2026
Totaling:	\$	310,103.11

Total Accounts Payable Claims and Payroll:	\$	<u>1,390,990.48</u>
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Recommended

Action: Recommended Motion:

Move to approve EFTs and Accounts Payable Claim Numbers: 113646-113692

For a Disbursement Grand Total of:	\$	<u>1,390,990.48</u>
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## CHECK REGISTER

Clallam County FD 3

Time: 10:53:05 Date: 04/17/2026

04/21/2026 To: 04/21/2026

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
907	04/21/2026	Claims	1	113646	A-1 AUTO PARTS, INC	1,303.16	Wash Handles; City of Sequim - Black Sealant; SPD Trailer Parts; SPD Trailer Parts; Part Returns; SPD Trailer Breaker; Parts Return; Parts Return; Shop Truck Fuel Stabilizer; Shop Supplies; City of Se
908	04/21/2026	Claims	1	113647	ALL BATTERY SALES & SERVICE, INC.	1,606.00	Disc Bay, Quilcene, G23 Batteries; D2 Batteries
909	04/21/2026	Claims	1	113648	ARROW SEPTIC PUMPING SEQUIM, LLC	641.70	Septec Pumping - Shop/TOC; Sanikan and Sink Rental for Live Burn
910	04/21/2026	Claims	1	113649	ASSOCIATED PETROLEUM PRODUCTS	2,459.28	Bulk Oil, Transmission Fluid, Lubricants
911	04/21/2026	Claims	1	113650	AT&T MOBILITY	92.61	Wireless Service
912	04/21/2026	Claims	1	113651	CARDINAL HEALTH 112, LLC	1,574.60	EMS Supplies
913	04/21/2026	Claims	1	113652	CITY OF PORT ANGELES	59.30	Dump Fees - Burn House Debris
914	04/21/2026	Claims	1	113653	CITY OF SEQUIM	804.78	ST34 Water and Sewer; 305 N 5th Ave House Water and Sewer
915	04/21/2026	Claims	1	113654	C/O PORT ANGELES FIRE CLALLAM CO EMS COUNCIL	2,025.00	04-2026 EMS Council MPD Fees
916	04/21/2026	Claims	1	113655	CLALLAM COUNTY AUDITOR	16,409.03	Nov 2025 General Election - Comm Pos3
917	04/21/2026	Claims	1	113656	CLALLAM COUNTY PUD	76.00	ST31 Electricity
918	04/21/2026	Claims	1	113657	CO-OP FARM AND GARDEN, INC, THE	4,042.89	Gas/Diesel and Wood Glue/Linseed Oil
919	04/21/2026	Claims	1	113658	CONSOLIDATED ELECTRICAL DIST., INC.	168.06	Fluorescent Bulbs; ST34 Bedroom Response Light
920	04/21/2026	Claims	1	113659	CP1, LLC	2,400.00	Admin Office Lease Ste C & E - May 2026
921	04/21/2026	Payroll	1	113660	DEPT OF LABOR & INDUSTRIES	132,663.99	1ST Quarter L&I: 01/01/2026 - 03/31/2026
922	04/21/2026	Claims	1	113661	EAST JEFFERSON FIRE RESCUE	2,190.00	Rescue Systems 1 - May 4-7, 2026 - Pyle and Aston
923	04/21/2026	Payroll	1	113662	PFML EMPLOYMENT SECURITY DEPARTMENT - PFML	26,594.23	Pay Cycle(s) 01/09/2026 To 01/09/2026 - ESD - PFML; Pay Cycle(s) 02/10/2026 To 02/10/2026 - ESD - PFML; Pay Cycle(s) 03/10/2026 To 03/10/2026 - ESD - PFML
924	04/21/2026	Payroll	1	113663	EMPLOYMENT SECURITY DEPARTMENT	9,298.68	1st Quarter Unemployment: 01/01/2026 - 03/31/2026
925	04/21/2026	Claims	1	113664	EMS CONNECT, LLC	660.48	EMS/Fire Training Subscription - Apr 2026
926	04/21/2026	Claims	1	113665	ERIC JACOBSON	1,954.80	IT Consulting Services - Mar 2026
927	04/21/2026	Payroll	1	113666	ESD - WA CARES FUND	9,112.84	Pay Cycle(s) 01/09/2026 To 01/09/2026 - ESD- WA CARES; Pay Cycle(s) 02/10/2026 To 02/10/2026 - ESD- WA CARES; Pay Cycle(s) 03/10/2026 To 03/10/2026 - ESD- WA CARES
928	04/21/2026	Claims	1	113667	HELPER TEK, LLC	2,329.10	IT Consulting Services - May 2026

## CHECK REGISTER

Clallam County FD 3

Time: 10:53:05 Date: 04/17/2026

04/21/2026 To: 04/21/2026

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
929	04/21/2026	Claims	1	113668	JAY OEN MOTOR COMPANY	958.61	Billing Error; Billing Error Credit; Core Deposit Returns; Stock Primer Solenoid; Disc Bay Parts; Alternator, Dryer and Core Deposit Returns; Disc Bay Filters and Parts; Dryer and Core Deposit Returns
930	04/21/2026	Claims	1	113669	L.N.CURTIS & SONS	765.79	Inlet Valve for G1 Facepiece; Manifold with Fittings
931	04/21/2026	Claims	1	113670	LIFE ASSIST, INC.	457.57	EMS Supplies; EMS Supplies; EMS Supplies Return; EMS Supplies Return
932	04/21/2026	Claims	1	113671	MCKESSON MEDICAL SURGICAL	1,934.63	EMS Supplies; EMS Supplies; EMS Supplies; EMS Supplies; EMS Supplies; EMS Supplies; EMS Supplies
933	04/21/2026	Claims	1	113672	OLYMPIC DISPOSAL MURREYS DISPOSAL COMPANY, INC	933.21	ST34 Garbage; ST37, ST33, Shop/Classroom Garbage; Shop/Classroom Garbage
934	04/21/2026	Claims	1	113673	Colton D McGuffey	40.00	Meal per diem - 03.25.2026-03.26.2026 - Incident Safety Officer
935	04/21/2026	Claims	1	113674	OGDEN MURPHY WALLACE, PLLC	6,935.67	Legal Services - Workplace Investigation; Late Fee
936	04/21/2026	Claims	1	113675	OLYMPIC SPRINGS, INC.	32.42	Admin Office Water
937	04/21/2026	Claims	1	113676	PACIFIC OFFICE EQUIPMENT, INC	501.68	Copier Contract Fees - Admin - 03.01.2026-03.31.2026; Copier Contract Fees - Shop - 03.01.2026-03.31.2026; Copier Contract Fees - ST34 - 03.01.2026-03.31.2026
938	04/21/2026	Claims	1	113677	PALADIN BACKGROUND SCREENING LLP	278.78	Volunteer Background - Lewis
939	04/21/2026	Claims	1	113678	PETROCARD INC.	9,108.41	Bulk Diesel; Bulk Diesel; Bulk Gasoline; Bulk Gasoline
940	04/21/2026	Claims	1	113679	POMP'S TIRE SERVICE INC	3,467.40	F19, F15 Tires
941	04/21/2026	Claims	1	113680	RADIA INC PS	200.00	Career Medical - Polumsky
942	04/21/2026	Claims	1	113681	SEATTLE AUTOMOTIVE DISTRIBUTING, INC	515.34	F59 Wire Assembly and Intake Manifold Gasket; F59 Wire Assembly; Return Brake Calipers; Stock/A41 Parts; Antifreeze; Antifreeze and Oil for Stock, Quilcene Element; Quilcene Switch; Antifreeze
943	04/21/2026	Claims	1	113682	SILKE COMMUNICATIONS	975.36	Radio Technician Fees
944	04/21/2026	Claims	1	113683	SIRENNET.COM	1,381.35	Disc Bay Parts; Quilcene Parts; Quilcene Speaker
945	04/21/2026	Claims	1	113684	SNURE LAW OFFICE, PSC.	1,476.00	Legal Services - Mar 2026
946	04/21/2026	Claims	1	113685	STATE AUDITOR'S OFFICE	2,398.70	2024 Accountability & Financial Audit Fees
947	04/21/2026	Claims	1	113686	STRYKER SALES LLC	672.46	EMS Supplies
948	04/21/2026	Claims	1	113687	THOMAS BUILDING CENTER, INC	13.05	F80 Handle
949	04/21/2026	Claims	1	113688	TRUE NORTH EMERGENCY EQUIPMENT	5,467.96	Diffuser Temper; D2 Electric Motor; D2 Parts
950	04/21/2026	Claims	1	113689	ULINE, INC.	1,025.47	GoJo Antibacterial Foam
951	04/21/2026	Claims	1	113690	US BANK-CREDIT CARD	49,702.92	2026-0325 US Bank Statement

CHECK REGISTER

Clallam County FD 3

Time: 10:53:05 Date: 04/17/2026

04/21/2026 To: 04/21/2026

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
952	04/21/2026	Claims	1	113691	VESTIS GROUP, INC	101.80	Cleaning services - mats and laundry - Shop; Cleaning services - mats - ST33; Cleaning services - mats - ST37; Cleaning services - mats - ST34; Cleaning services - mats and laundry - Shop
953	04/21/2026	Claims	1	113692	WASHINGTON AUDIOLOGY SERVICES, INC.	2,292.00	Career Hearing Testing (22)
001 Maintenance & Operations						310,103.11	
						<u>310,103.11</u>	Claims: 132,433.37
							Payroll: 177,669.74

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CHECK REGISTER

Clallam County FD 3

Time: 20:55:07 Date: 04/07/2026

04/10/2026 To: 04/10/2026

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
788	04/10/2026	Payroll	2	EFT		10,185.89	March 2026 Payroll
789	04/10/2026	Payroll	2	EFT		15,184.71	March 2026 Payroll
790	04/10/2026	Payroll	2	EFT		14,352.83	March 2026 Payroll
791	04/10/2026	Payroll	2	EFT		4,789.03	March 2026 Payroll
792	04/10/2026	Payroll	2	EFT		4,997.09	March 2026 Payroll
793	04/10/2026	Payroll	2	EFT		3,136.62	March 2026 Payroll
794	04/10/2026	Payroll	2	EFT		8,091.42	March 2026 Payroll
795	04/10/2026	Payroll	2	EFT		8,475.29	March 2026 Payroll
796	04/10/2026	Payroll	2	EFT		5,938.48	March 2026 Payroll
797	04/10/2026	Payroll	2	EFT		7,039.69	March 2026 Payroll
798	04/10/2026	Payroll	2	EFT		5,619.36	March 2026 Payroll
799	04/10/2026	Payroll	2	EFT		12,285.84	March 2026 Payroll
800	04/10/2026	Payroll	2	EFT		5,019.39	March 2026 Payroll
801	04/10/2026	Payroll	2	EFT		3,710.98	March 2026 Payroll
802	04/10/2026	Payroll	2	EFT		7,751.19	March 2026 Payroll
803	04/10/2026	Payroll	2	EFT		7,028.56	March 2026 Payroll
804	04/10/2026	Payroll	2	EFT		10,052.73	March 2026 Payroll
805	04/10/2026	Payroll	2	EFT		6,975.66	March 2026 Payroll
806	04/10/2026	Payroll	2	EFT		6,671.64	March 2026 Payroll
807	04/10/2026	Payroll	2	EFT		4,441.56	March 2026 Payroll
808	04/10/2026	Payroll	2	EFT		14,253.82	March 2026 Payroll
809	04/10/2026	Payroll	2	EFT		9,232.88	March 2026 Payroll
810	04/10/2026	Payroll	2	EFT		6,722.36	March 2026 Payroll
811	04/10/2026	Payroll	2	EFT		11,119.10	March 2026 Payroll
812	04/10/2026	Payroll	2	EFT		7,185.75	March 2026 Payroll
813	04/10/2026	Payroll	2	EFT		9,110.60	March 2026 Payroll
814	04/10/2026	Payroll	2	EFT		3,965.50	March 2026 Payroll
815	04/10/2026	Payroll	2	EFT		8,136.29	March 2026 Payroll
816	04/10/2026	Payroll	2	EFT		19,142.61	March 2026 Payroll
817	04/10/2026	Payroll	2	EFT		5,732.77	March 2026 Payroll
818	04/10/2026	Payroll	2	EFT		10,436.00	March 2026 Payroll
819	04/10/2026	Payroll	2	EFT		6,675.19	March 2026 Payroll
820	04/10/2026	Payroll	2	EFT		2,452.16	March 2026 Payroll
821	04/10/2026	Payroll	2	EFT		12,187.94	March 2026 Payroll
822	04/10/2026	Payroll	2	EFT		9,395.48	March 2026 Payroll
823	04/10/2026	Payroll	2	EFT		9,730.09	March 2026 Payroll
824	04/10/2026	Payroll	2	EFT		11,662.45	March 2026 Payroll
825	04/10/2026	Payroll	2	EFT		7,711.59	March 2026 Payroll
826	04/10/2026	Payroll	2	EFT		7,759.66	March 2026 Payroll
827	04/10/2026	Payroll	2	EFT		3,029.46	March 2026 Payroll
828	04/10/2026	Payroll	2	EFT		4,977.88	March 2026 Payroll
829	04/10/2026	Payroll	2	EFT		11,213.85	March 2026 Payroll
830	04/10/2026	Payroll	2	EFT		8,165.33	March 2026 Payroll
831	04/10/2026	Payroll	2	EFT		19,412.67	March 2026 Payroll
832	04/10/2026	Payroll	2	EFT		3,156.81	March 2026 Payroll
833	04/10/2026	Payroll	2	EFT		1,030.93	March 2026 Payroll
834	04/10/2026	Payroll	2	EFT		878.04	March 2026 Payroll
835	04/10/2026	Payroll	2	EFT		5,746.99	March 2026 Payroll
836	04/10/2026	Payroll	2	EFT		1,170.72	March 2026 Payroll
837	04/10/2026	Payroll	2	EFT		5,657.99	March 2026 Payroll
838	04/10/2026	Payroll	2	EFT		5,998.22	March 2026 Payroll
839	04/10/2026	Payroll	2	EFT		8,959.32	March 2026 Payroll
840	04/10/2026	Payroll	2	EFT		8,473.36	March 2026 Payroll
841	04/10/2026	Payroll	2	EFT		6,299.76	March 2026 Payroll
842	04/10/2026	Payroll	2	EFT		6,268.72	March 2026 Payroll
843	04/10/2026	Payroll	2	EFT		5,148.18	March 2026 Payroll
844	04/10/2026	Payroll	2	EFT		9,147.83	March 2026 Payroll
845	04/10/2026	Payroll	2	EFT		8,154.33	March 2026 Payroll
846	04/10/2026	Payroll	2	EFT		8,165.76	March 2026 Payroll
847	04/10/2026	Payroll	2	EFT		4,558.10	March 2026 Payroll

CHECK REGISTER

Clallam County FD 3

Time: 20:55:07 Date: 04/07/2026

04/10/2026 To: 04/10/2026

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
848	04/10/2026	Payroll	2	EFT		8,620.76	March 2026 Payroll
849	04/10/2026	Payroll	2	EFT		11,250.93	March 2026 Payroll
850	04/10/2026	Payroll	2	EFT		5,261.98	March 2026 Payroll
851	04/10/2026	Payroll	2	EFT		5,256.75	March 2026 Payroll
852	04/10/2026	Payroll	2	EFT		2,393.65	March 2026 Payroll
853	04/10/2026	Payroll	2	EFT		17,371.01	March 2026 Payroll
854	04/10/2026	Payroll	2	EFT		1,425.15	March 2026 Payroll
855	04/10/2026	Payroll	2	EFT		17,130.63	March 2026 Payroll
856	04/10/2026	Payroll	2	EFT		8,185.45	March 2026 Payroll
857	04/10/2026	Payroll	2	EFT		10,409.17	March 2026 Payroll
858	04/10/2026	Payroll	2	EFT		10,544.17	March 2026 Payroll
859	04/10/2026	Payroll	2	EFT	AFLAC - HW462	228.88	Pay Cycle(s) 04/10/2026 To 04/10/2026 - AFLAC Pre-Tax
860	04/10/2026	Payroll	2	EFT	BENEFIT SOLUTIONS INC	4,200.00	Pay Cycle(s) 04/10/2026 To 04/10/2026 - MERP
861	04/10/2026	Payroll	2	EFT	DEPT OF RETIREMENT SYSTEMS - DC	21,751.64	Pay Cycle(s) 04/10/2026 To 04/10/2026 - DRS Def Comp; Pay Cycle(s) 04/10/2026 To 04/10/2026 - DRS Def Comp - ROTH
862	04/10/2026	Payroll	2	EFT	DEPT OF RETIREMENT SYSTEMS - PERS	8,278.03	Pay Cycle(s) 04/10/2026 To 04/10/2026 - PERS2; Pay Cycle(s) 04/10/2026 To 04/10/2026 - PERS3
863	04/10/2026	Payroll	2	EFT	DI MARTINO ASSOCIATES	4,679.43	Pay Cycle(s) 04/10/2026 To 04/10/2026 - Disability
864	04/10/2026	Payroll	2	EFT	HRA VEBA TRUST CONTRIBUTIONS	39,781.54	Pay Cycle(s) 04/10/2026 To 04/10/2026 - HRA-VEBA; Pay Cycle(s) 04/10/2026 To 04/10/2026 - HRA-VEBA Sick Converted (MM)
865	04/10/2026	Payroll	2	EFT	I A FF LOCAL 2933	9,000.00	Pay Cycle(s) 04/10/2026 To 04/10/2026 - Local 2933 Dues
866	04/10/2026	Payroll	2	EFT	IRS	134,406.96	941 Deposit for Pay Cycle(s) 04/10/2026 - 04/10/2026
867	04/10/2026	Payroll	2	EFT	NATIONWIDE RETIREMENT SOLUTIONS	29,712.42	Pay Cycle(s) 04/10/2026 To 04/10/2026 - Nationwide DC - Regular; Pay Cycle(s) 04/10/2026 To 04/10/2026 - Nationwide DC - ROTH
868	04/10/2026	Payroll	2	EFT	TRUSTEED PLANS - 69943	142,665.06	Pay Cycle(s) 04/10/2026 To 04/10/2026 - WFCA PPO-100; Pay Cycle(s) 04/10/2026 To 04/10/2026 - WFCA PPO-300; Pay Cycle(s) 04/10/2026 To 04/10/2026 - WFCA PPO PLUS; Pay Cycle(s) 04/10/2026 To 04/10/2026
869	04/10/2026	Payroll	2	EFT	DEPT OF RETIREMENT SYSTEMS - LEOFF	104,628.19	Pay Cycle(s) 04/10/2026 To 04/10/2026 - LEOFF 2

001 Maintenance & Operations

1,057,156.25

1,057,156.25 Payroll: 1,057,156.25

CHECK REGISTER

Clallam County FD 3

Time: 11:35:38 Date: 04/13/2026

04/24/2026 To: 04/24/2026

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
875	04/24/2026	Payroll	2	EFT		2,886.68	April 2026 Draw
876	04/24/2026	Payroll	2	EFT		761.39	April 2026 Draw
877	04/24/2026	Payroll	2	EFT		2,388.70	April 2026 Draw
878	04/24/2026	Payroll	2	EFT		1,392.60	April 2026 Draw
879	04/24/2026	Payroll	2	EFT		1,345.42	April 2026 Draw
880	04/24/2026	Payroll	2	EFT		490.85	April 2026 Draw
881	04/24/2026	Payroll	2	EFT		2,201.25	April 2026 Draw
882	04/24/2026	Payroll	2	EFT		2,365.20	April 2026 Draw
883	04/24/2026	Payroll	2	EFT		2,274.81	April 2026 Draw
884	04/24/2026	Payroll	2	EFT		929.98	April 2026 Draw
885	04/24/2026	Payroll	2	EFT		725.00	April 2026 Draw
886	04/24/2026	Payroll	2	EFT		1,410.93	April 2026 Draw
887	04/24/2026	Payroll	2	EFT		2,388.70	April 2026 Draw
888	04/24/2026	Payroll	2	EFT	IRS	2,169.61	941 Deposit for Pay Cycle(s) 04/24/2026 - 04/24/2026

001 Maintenance & Operations

23,731.12

23,731.12 Payroll:

23,731.12

DRAFT

CLALLAM COUNTY FIRE DISTRICT 3

Agenda Bill No. **Consent #3**

Board of Commissioners meeting **4/21/2026**

**To:** Board of Commissioners  
**From:** Lori Coleman, Executive Assistant  
**Subject:** Volunteer Response Reimbursement Approval

**Recommendation:** Move to Pay the Volunteer Reimbursement for January, February and March of 2026 for approval to pay \$30,185.00 on April 21<sup>st</sup>, 2026.

**Background:** Volunteer Pay is calculated quarterly for reimbursement.

**Discussion:** The Board may ask any clarifying questions they may have.

**Attachments:** Approval Signature Form and Volunteer Reimbursement Detail

**Alternatives:** The Board could choose not to approve the reimbursements.

As a Second alternative, the Board could ask for the reimbursements to be amended and approve to pay the amended reimbursements.

**Fiscal Considerations:** This is the cost for volunteer involvement in the District.

**Impact to the Community:** Volunteers play a crucial role in supporting career members. Volunteers contribute valuable manpower during emergencies, assisting career firefighters in mitigating incidents, conducting evacuations, and providing critical support services; creating a stronger and more resilient fire department that can effectively protect and serve the community.



## Clallam County Fire District 3

323 N Fifth Ave., Sequim, Washington 98382  
360-683-4242, Fax: 360-683-6834  
[www.ccf3.org](http://www.ccf3.org)

Bill Miano  
Michael Mingee  
Jeffrey C. Nicholas  
**Commissioners**

Justin Grider, Fire Chief

### Agenda Bill No. Consent #3

## VOLUNTEER RESPONSE REIMBURSEMENT APPROVAL

WE, the undersigned Board of Commissioners of Clallam County Fire District 3, do hereby certify that the **First-Quarter Pay 2026 – January, February, and March of 2026** response reimbursements are deemed payable and due to said volunteer members of Clallam County Fire Protection District 3, and have been approved for a total payment in the amount of **\$30,185.00 DATED this 21<sup>st</sup> Day of April 2026 and PAID the 25<sup>th</sup> Day of May 2026.**

\_\_\_\_\_  
Commissioner Bill Miano, Chairman

\_\_\_\_\_  
Commissioner Michael Mingee, Vice Chairman

\_\_\_\_\_  
Commissioner Jeffrey Nicholas

\_\_\_\_\_  
Prepared by Lori Coleman

**Clallam County Fire District #3**  
**Volunteer Reimbursement~January - March 2026**  
**Paid on May 25th, 2026**

Name	Call Points	Call Reimb	Other Entries	Other Entries Reimb	Training Points	Training Reimb	Total Points	Total Points @ \$20 Each	Stipend	Total Reimb	
	2	\$40.00	8	\$160.00	12	\$240.00	22	\$440.00	\$0.00	\$440.00	
	3	\$60.00	3	\$60.00	11	\$220.00	17	\$340.00	\$150.00	\$490.00	Vol Officer
	3	\$60.00	18	\$360.00	10	\$200.00	31	\$620.00	\$0.00	\$620.00	
	0	\$0.00	0	\$0.00	7	\$140.00	7	\$140.00	\$0.00	\$140.00	
	1	\$20.00	0	\$0.00	1	\$20.00	2	\$40.00	\$0.00	\$40.00	
	2	\$40.00	6	\$120.00	6	\$120.00	14	\$280.00	\$0.00	\$280.00	
	0	\$0.00	0	\$0.00	2	\$40.00	2	\$40.00	\$0.00	\$40.00	
	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	\$0.00	\$0.00	
	13	\$260.00	2	\$40.00	9	\$180.00	24	\$480.00	\$0.00	\$480.00	
	0	\$0.00	1	\$20.00	10	\$200.00	11	\$220.00	\$0.00	\$220.00	
	0	\$0.00	0	\$0.00	8	\$160.00	8	\$160.00	\$0.00	\$160.00	
	0	\$0.00	1	\$20.00	0	\$0.00	1	\$20.00	\$0.00	\$20.00	
	0	\$0.00	1	\$20.00	0	\$0.00	1	\$20.00	\$0.00	\$20.00	
	0	\$0.00	0	\$0.00	1	\$20.00	1	\$20.00	\$0.00	\$20.00	
	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	\$0.00	\$0.00	
	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	\$0.00	\$0.00	
	1	\$20.00	0	\$0.00	14	\$280.00	15	\$300.00	\$0.00	\$300.00	
	1	\$20.00	0	\$0.00	6	\$120.00	7	\$140.00	\$150.00	\$290.00	Vol Officer
	9	\$180.00	1	\$20.00	15	\$300.00	25	\$500.00	\$0.00	\$500.00	
	0	\$0.00	1	\$20.00	7	\$140.00	8	\$160.00	\$0.00	\$160.00	
	0	\$0.00	0	\$0.00	3	\$60.00	3	\$60.00	\$0.00	\$60.00	
	0	\$0.00	0	\$0.00	1	\$20.00	1	\$20.00	\$0.00	\$20.00	
	0	\$0.00	0	\$0.00	16	\$320.00	16	\$320.00	\$0.00	\$320.00	
	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	\$0.00	\$0.00	
	0	\$0.00	1	\$20.00	1	\$20.00	2	\$40.00	\$0.00	\$40.00	
	10	\$200.00	3	\$60.00	10	\$200.00	23	\$460.00	\$0.00	\$460.00	
	7	\$140.00	8	\$160.00	17	\$340.00	32	\$640.00	\$0.00	\$640.00	
	68	\$1,360.00	16	\$320.00	22	\$440.00	106	\$2,120.00	\$150.00	\$2,270.00	Vol Officer
	3	\$60.00	4	\$80.00	15	\$300.00	22	\$440.00	\$0.00	\$440.00	
	25	\$500.00	4	\$80.00	8	\$160.00	37	\$740.00	\$0.00	\$740.00	
	0	\$0.00	0	\$0.00	1	\$20.00	1	\$20.00	\$0.00	\$20.00	
	4	\$80.00	14	\$280.00	16	\$320.00	34	\$680.00	\$150.00	\$830.00	Vol Officer
	0	\$0.00	10	\$200.00	2	\$40.00	12	\$240.00	\$0.00	\$240.00	
	6	\$120.00	1	\$20.00	6	\$120.00	13	\$260.00	\$0.00	\$260.00	
	30	\$600.00	13	\$260.00	22	\$440.00	65	\$1,300.00	\$0.00	\$1,300.00	

Names in red do not pay Volunteer Dues





## **Clallam County Fire District 3**

*Motto: Serve, Respect, Prevent, Protect*



### **Battalion Chief's Report: 3/1/2026 - 3/31/2026**

Prepared by: Chris Turner  
Battalion Chief - A shift

- **911 Responses for CCFD#3:**
  - ~778 monthly count.
  
- **Battalion Chief Administrative Meetings:**
  - Daily shift briefings. Annual Performance Evaluations Completed.
  - Fire Code Technician Meeting: 3/5/2026, 3/16/2026, 3/25/2026, 3/27/2026.
  - Staff Meeting at Admin Office: *DNA*.
  - BC Meeting at Admin Office: 3/24/2026.
  - Operations Meeting at TOC: 3/25/2026.
  - BOC Meeting: *DNA*.
  - Station Visit's & Captain Meeting's: *Daily*.
  - Training Committee Meeting: *N/A*.
  
- **Administrative & Assigned Duties:**
  - Telestaff Staffing & Callbacks.
  - ESO Status:
    - Monthly audit for errors and missing calls. *Terry Woods Completed 120.*
      - Missing incomplete ESO incidents completed.
    - ESO review with C-shift 3/25/2026.
    - Data Review for Chief Grider 3/29/2026.
    - Data Analyst Meeting 3/2/2026.
  
  - Completed Probationary Activities:
    - L34 Operational Exam: *Cook 3/25/2026.*
    - Quarter 2 Skills Evaluation: *Frame Pass 3/29/2026.*
  
  - Fire Inspections:
    - First Due Inspection's- review process w FCT.
    - ESO and NERIS emails and updates: 3/19/2026.
    - Meeting with City of Sequim-Sunbelt Apartment Pre-Ap Review: 3/5/2026.
    - Rolling Hills roadway access follow up: 3/16/2026.
    - Initiate Brycer Meeting with City of Sequim: 3/30/2026.

- Pre-Fire Plans
  - Active 911 updating:
    - *Continued Additions & Updates*
  - Update Knox Key at Olympic Disposal 3/4/2026
  - Prepare Hydrant Data for transition to First Due program.
- Prevention Activities
  - See CRR Report (March 411)
  - Champions meeting: 3/5/2026.
  - Community CPR: 3/5/2026.
  - City of Sequim Sunshine Festival 3/7/2026.
  - Submit Data for Annual Report 3/23/2026.
  - Prepare for FireWise Roll Out. 3/27/2026.
- Public Relations
  - Press Release:
    - 81 Tripp Rd Structure Fire *Residential Garage*. 3/20/2026.
  - Social Media Posts submitted for:
    - Sparky's Birthday. 3/18/2026.
  - Local Press:
    - Weekly blotter update on Sunday's: 3/01/2026.
- Responses.
  - *Boat Fire John Wayne Marina*: 3/18/2026.
  - *Structure Fire- 81 Tripp Rd (Garage)*: 3/20/2026.
  - *Oakwood Drive Brush Fire (weed burner)* 3/27/2026.
  - *Fire Alarm Activation-650 W. Hemlock (Food on Stove)*: 3/8/2026.
  - *CPR- Gilbert Rd., 303 S. 5th*,
  - **General Alarm: 3/18,19x2, 25/2026** **Life Flight: 3/19/2026, 3/21/2026.**
- **A Shift Training:**
  - Run-Review & Inservice: 3/18/2026 *TCC Active Shooter*.
  - 1st quarter EMS Connect & 1st quarter Fire Training as assigned. *Completed*.
  - Technical Rescue Team Drill: *Confined Space Entry* 3/19/2026.
  - Monday Night Volunteer Drill: 3/9/2026 *Burn House MCO*. 3/16/2026, 3/30/2026 *MCO*.
  - L34 Training with John McIntyre 3/27/2026.
- **Planning and On-Going projects:**
  - CRR Champions meetings and agendas. **Next meeting is 4/2/2026.**
    - Upcoming fire prevention event coordination and scheduling.
      - Review CRR App Program. *Updated reporting quality.*
      - Continue FireWise program development.

## Clallam County Fire District #3 CRR/Fire Prevention Activity List

2026						Incident Number		ICS 411		
Incident Name				Operational Period		March 2026				
Check-In Location		<input type="checkbox"/> DNR Request	<input type="checkbox"/> State Mobilization	<input type="checkbox"/> Contract	<input type="checkbox"/> v	Other: IMT-Team Deployment				
No.	Start Date/Time	Resource Name Approx. No. of Hours	CRR Activity	Activity Code	Dist. Resources Used	Total # Persons	Contact Information (Phone #)	Location of Event City and State	Press Release	Incident Assignment
1	3/5/2026	<b>Sandy Boudrou</b>	Public CPR	CPR	CPR Manequins	18	Sandy Boudrou	Sequim, WA		
	1830	2.5 Hours	CCFD3 TOC Classroom				425-359-1774			
2	3/5/2026	<b>Chris Turner/Lt. McKenzie</b>	CRR Champion's					Sequim, WA		
	1800	1.5 Hour	Station 34							
3	3/7/2026	<b>Lt. McKenzie/Blaine Z.</b>	Engine Visit/EMS Booth	Engine Visit	Face in Hole	500	City of Sequim	Sequim, WA		
	900	12.5 Hours	Sequim Sunshine Festival				Engines			
4	3/7/2026	<b>Cindy Zechenelly</b>	CERT				Blaine Zechenelly	Sequim, WA		
	800	8.0 Hours	CERT Academy Day 1				360-797-4995			
5	3/14/2026	<b>Blaine Zechenelly</b>	CERT	AID		200	Blaine Zechenelly	Sequim, WA		
	1730	4.0 Hours	Frosty Moss Relay				360-797-4995			
6	3/7/2026	<b>Cindy Zechenelly</b>	CERT				Blaine Zechenelly	Sequim, WA		
	800	8.0 Hours	CERT Academy Day 2				360-797-4995			
7	3/17/2026	<b>Tucker/McKenzie</b>	Fire Prevention		Sparky	10	Brandan Tucker	Sequim, WA		
	900	1.0 Hour	Fairview Bible Preschool				530-218-3970			
8	3/18/2025	<b>B. Tucker</b>	Fire Prevention	SPARKY				Sequim, WA	Facebook	
			SPARKY'S BIRTHDAY							
9	3/19/2026	<b>Sumner/Boudrou</b>	EMS Standby	AID	A35	30	Chaela Sumner	Sequim, WA		
	1800	3.0 Hour	DNR Pack Test							
10	3/14/2025	<b>Brandan Tucker</b>	EMS Standby	AID	A32	50	Brandan Tucker	Sequim, WA		
	1830	1.5 Hours	SHS Soccer Game				530-218-3970			
11	3/21-22/2026	<b>Blaine Zechenelly</b>	CERT	PARKING		500	Blaine Zechenelly	Sequim, WA		
	800	16.0 Hours	Soroptomist Garden Show				360-797-4995			
12	3/24/2026	<b>Brandan Tucker</b>	EMS Standby	AID	A32	20	Brandan Tucker	Sequim, WA		
	1830	1.5 Hours	SHS Soccer Game				530-218-3970			
13	3/27/2026	<b>Brandan Tucker</b>	EMS Standby	AID	A32	20	Brandan Tucker	Sequim, WA		
	1830	1.5 Hours	SHS Soccer Game				530-218-3970			
14	3/28/2026	<b>Cindy Zechenelly</b>	CERT				Blaine Zechenelly	Sequim, WA		
	800	8.0 Hours	CERT Academy Day 3				360-797-4995			

# CRR EVENT and SIGN-U

242 CERT Training-Day 3

TOC West Classroom

complete

2026-03-28

08:00:00 to 17:00:00

CERT Academy



NOTES:

AAR:

231 Varsity Boys Soccer

SHS Stadium

complete

2026-03-27

19:00:00 to 21:00:00

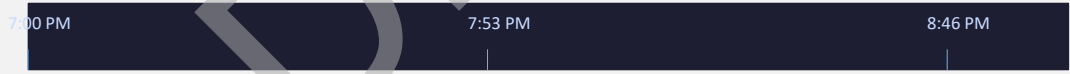
EMS Standby



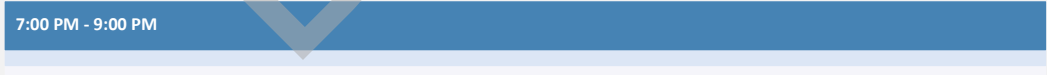
NOTES:

AAR:

Brandan Tucker 19:00:00 21:00:00



Brandan Tucker



230 Varsity Boys Soccer

SHS Stadium

complete

2026-03-24

19:00:00 to 21:00:00

EMS Standby

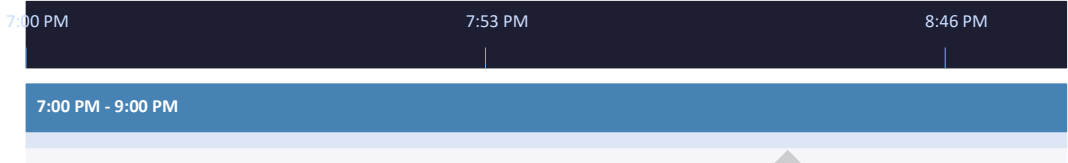


NOTES:

AAR: No report.

Brandan Tucker	19:00:00	21:00:00
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<b>1</b> MEMBERS	<b>1</b> DAYS	<b>2.0</b> HRS COVERED	<b>2.0</b> TOTAL HRS WORKED
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228 Soroptomist Garden Show (DAY 2)

Boys & Girls Club

complete

2026-03-22

09:00:00 to 16:00:00

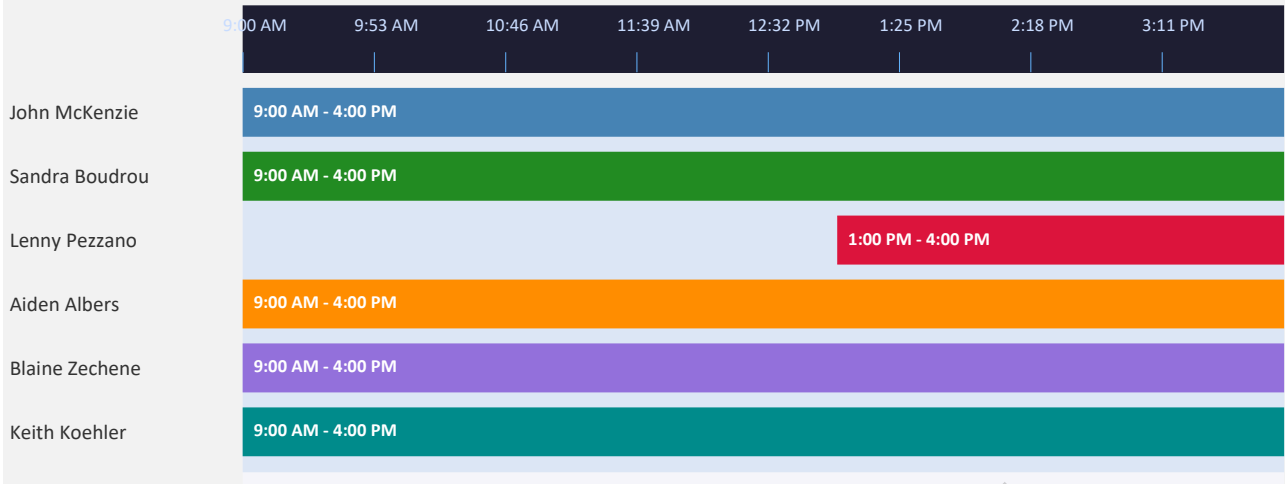
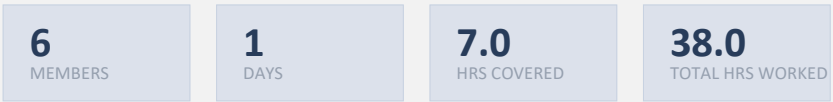
Garden Show Event open to Public



NOTES:

AAR: Well attended.

John McKenzie	09:00:00	16:00:00
Sandra Boudrou	09:00:00	16:00:00
Lenny Pezzano	13:00:00	16:00:00
Aiden Albers	09:00:00	16:00:00
Blaine Zechenelly	09:00:00	16:00:00
Keith Koehler	09:00:00	16:00:00



DRAFT

2026-03-21

09:00:00 to 16:00:00

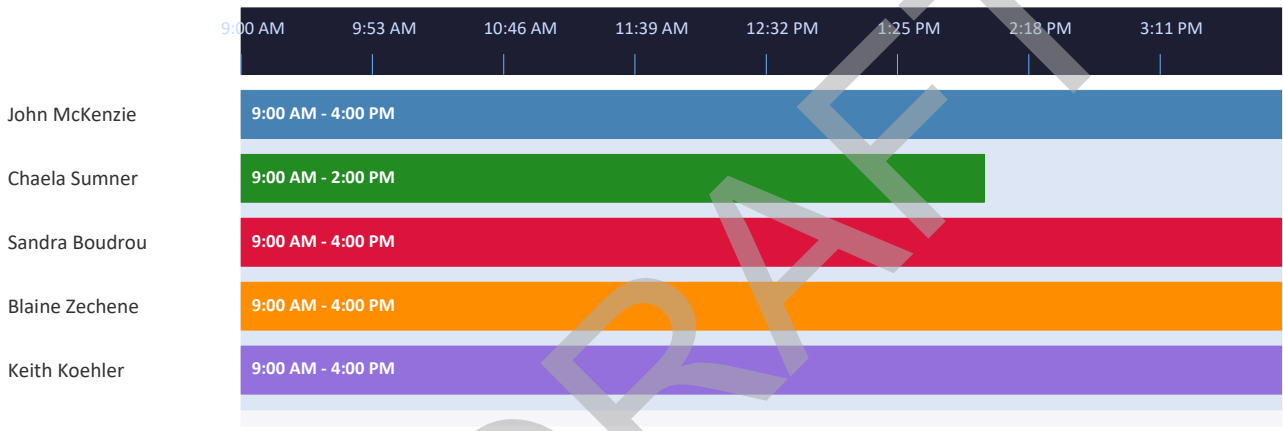
Garden Show Event open to Public



NOTES:

AAR: Well attended. Good FireWise Fire-Resistive Landscaping presentation from Garden Club.

John McKenzie	09:00:00	16:00:00	
Chaela Sumner	09:00:00	14:00:00	
Sandra Boudrou	09:00:00	16:00:00	
Blaine Zechenelly	09:00:00	16:00:00	CERT
Keith Koehler	09:00:00	16:00:00	



229 Varsity Boys Soccer

SHS Stadium

complete

2026-03-19

19:00:00 to 21:00:00

Medical Standby

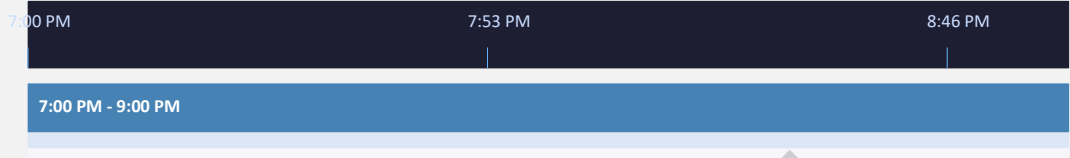


NOTES:

AAR: No report

Brandan Tucker	19:00:00	21:00:00
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<b>1</b> MEMBERS	<b>1</b> DAYS	<b>2.0</b> HRS COVERED	<b>2.0</b> TOTAL HRS WORKED
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211 DNR

Carry Blake Park, Sequim

complete

2026-03-19

09:30:00 to 12:30:00

Pack Test Standby

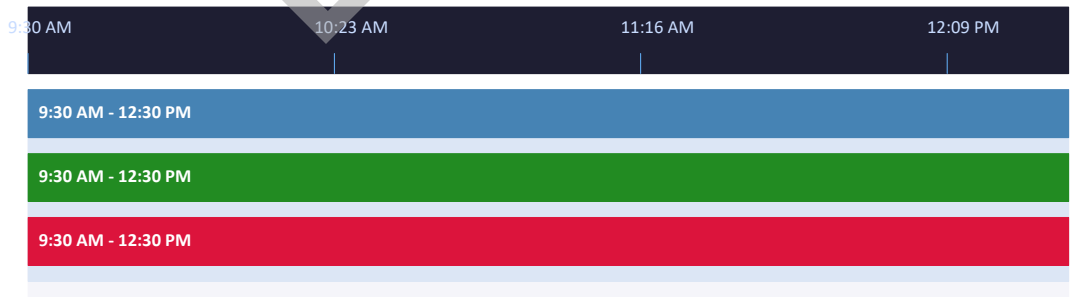


NOTES: Lisa Law

AAR: Chaela and Sandy B and Lisa have signed up for this event.

Lisa Law	09:30:00	12:30:00	Lisa Law
Chaela Sumner	09:30:00	12:30:00	
Sandra Boudrou	09:30:00	12:30:00	Sandy Boudrou

<b>3</b> MEMBERS	<b>1</b> DAYS	<b>3.0</b> HRS COVERED	<b>9.0</b> TOTAL HRS WORKED
---------------------	------------------	---------------------------	--------------------------------



2026-03-17

09:00:00 to 10:00:00

Preschool Fire Prevention

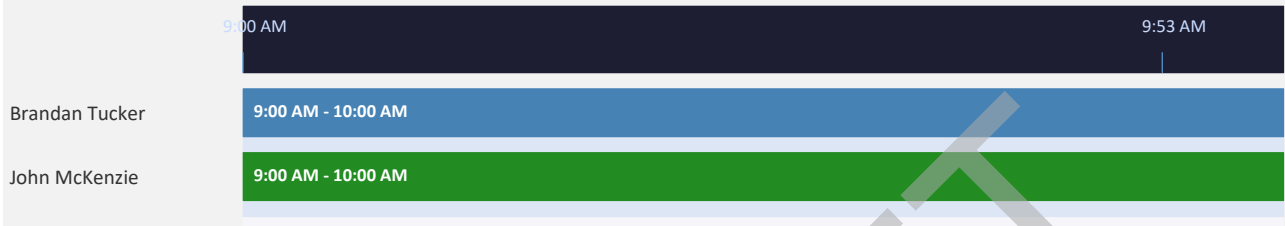


NOTES:

AAR: Tucker & McKenzie. Could use an engine next time.

Brandan Tucker	09:00:00	10:00:00
John McKenzie	09:00:00	10:00:00

<b>2</b> MEMBERS	<b>1</b> DAYS	<b>1.0</b> HRS COVERED	<b>2.0</b> TOTAL HRS WORKED
---------------------	------------------	---------------------------	--------------------------------



241 CERT Training-Day 2

TOC West Classroom

2026-03-14

08:00:00 to 17:00:00

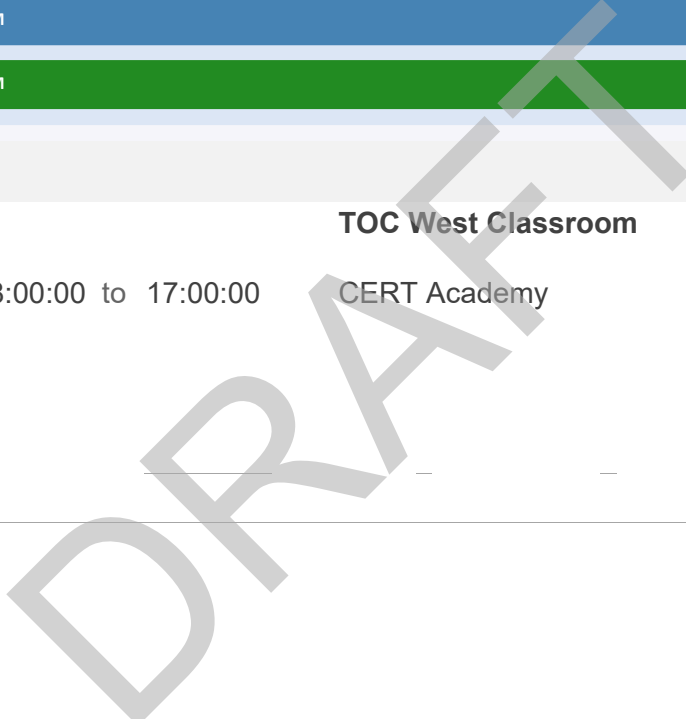
CERT Academy



NOTES:

AAR:

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213 (CERT) FROSTY MOSS RUN

Across City of Sequim

complete

2026-03-14

13:00:00 to 17:00:00

Race



NOTES:

AAR: We had over 400 personnel participate in the race. 12 CERTs and 2 CCFD 3 volunteers supported operations from 4:30pm to 9:30pm. No injuries reported and all intersections were covered. Race organizers were happy with the results and our efforts.

246 CERT Training Day 1

TOC

complete

2026-03-07

08:00:00 to 16:00:00

CERT Academy



NOTES:

AAR: state emd 078 completed

Blaine Zechenelly

08:00:00 16:00:00

Keith Koehler

08:00:00 16:00:00

2

MEMBERS

1

DAYS

8.0

HRS COVERED

16.0

TOTAL HRS WORKED

8:00 AM 8:53 AM 9:46 AM 10:39 AM 11:32 AM 12:25 PM 1:18 PM 2:11 PM 3:04 PM 3:57 PM

Blaine Zechene

8:00 AM - 4:00 PM

Keith Koehler

8:00 AM - 4:00 PM

2026-03-07

09:00:00 to 21:30:00

Public Event-Fire Prevention



## NOTES:

AAR: FF Lovering reports that the fire pits were an extraordinary attractor for enabling family discussions around fire safety. Good attendance. Some prevention items from the Thursday night planning did not get put into action. Be sure, when participating in

Chaela Sumner	09:00:00	14:00:00	
John McKenzie	09:00:00	21:30:00	
Brian Trubee	09:00:00	21:30:00	
Brandan Tucker	11:00:00	16:00:00	
Keith Koehler	09:00:00	21:30:00	Aid31 antique fire engin
Blaine Zechenelly	11:00:00	20:00:00	
Terry Wood	08:45:00	15:00:00	
Patrick Robinson	12:00:00	15:00:00	
Lenny Pezzano	15:00:00	18:00:00	
Chris Lovering	09:00:00	12:30:00	
Vanessa Gunther	12:00:00	15:00:00	
Deborah Teubner	12:00:00	15:00:00	
Sandra Boudrou	09:00:00	17:00:00	
Jess Andrews	15:00:00	18:00:00	
Jeff Nicholas	13:00:00	15:00:00	
Jordon Dodge	13:00:00	16:00:00	



# FIRE CODE TECHNICIAN REPORT FOR MARCH 2026

Submitted by John McKenzie FCT

## HIGHLIGHTS and SUCCESSES:

- Conducted a hydrant survey, inspecting approximately 50 hydrants across the district and logging identified problem hydrants into the newly launched reporting app, significantly advancing operational readiness data.
- Completed 9 full inspections in March including notable locations such as Pacific Aerospace (with crew tour), Fairview Bible Church/School/Gymnasium, Sunbelt Apartments, and Bell Creek Place.
- Uncovered two life safety issues by going the extra mile on inspections.
  - At Sequim’s Little Explorers childcare and school checked the electrical outlets after the owner reported an issue and found “no ground” on the office plug wiring.
  - At Bell Creek place John tested for propane and CO at the request of the tenant. She reported she had been complaining for years about symptoms she believed were related to stove issues. She said she had been labeled by the staff as “crazy” and “imagining things.” The testing not only resulted in finding and resolving a serious carbon monoxide issue with the stove, but John also found two outlets in that apartment that had reverse polarity.
- Reviewed and published to First Due, 8 hood system inspection reports from Peninsula Fire and other vendors (Alder Wood Bistro, Oak Table Cafe, Pacific Pantry, Songohan Restaurant, Suncrest Village, Sequim Masonic Temple, David’s Taqueria, Sequim Schools Central Kitchen), improving system compliance records. Replied to vendors on some issues found with inspection.
- Staffed and inspected the Soroptimist Garden Show CRR community event, identifying fire code violations (blocked exits and fire extinguisher) and returning for a follow-up reinspection to confirm compliance. We also answered questions from the public on fire prevention and codes.
- Completed 5 hours of continuing education including NFPA pre-incident planning, NFPA 921 investigation methodology, and First Due ITM/Enforcement program training.
- Built and submitted the first draft of a self-inspection form to CT and Joel Dressel in support of a city-backed business compliance initiative.
- Reviewed Pacific Aerospace TIER2 report, initiated a First Due pre-plan, and arranged a site tour — advancing hazmat preparedness for a high-complexity facility.
- Before an inspection John and Brandan delivered fire safety education to children at Fairview Bible School with Sparky.
- OTHER: Lts. Oman and McKenzie Raised money for leukemia and participated in the Firefighter Stair Climb as the two oldest climbers in full gear.

## Inspection Summary Table

Inspection Type	Count	Example(s)
Full Inspections	9	Ross, Guy Cole Center, Sunbelt Apartments, Fairview Bible Church/School/Gym, Pacific Aerospace & Range, Soroptimist Garden Show (SEP), David Family Taqueria, Sequim's Little Explorers, Bell Creek Place
Targeted Inspections	2	The Lodge (exit door check), Rolling Hills Plan turnaround
Reinspection/Follow-up	3	Connie's Kids Daycare (all clear), Compressed gases at A-1 auto

Special/Event Inspection	2	Soroptimist 2-day event
Inspection Follow-up	4	Sunbelt Apartments follow-up, Shadowline, etc.
<b>Total</b>	<b>20</b>	

Table 1: Inspection activities for March 2026

## Other Activities Table

Count	Activity
5 hrs	CE: Pre-incident Planning (NFPA Preplanning, 3 hrs), NFPA 921 Chapter 4 podcast (1 hr), FirstDue Reporting to Enforcement webinar (1 hr)
11	False alarm follow-ups, system resets, vendor and corporate coordination (Michael's, Ross, Adagio, Domino's/Vape shop, The Fifth on Hendrickson, The Vintage, Trinity Church alarm/sprinkler, 217 N Ryser)
~50	Hydrant survey — surveyed approximately 50 hydrants and added problem hydrants to the new reporting app
8	Hood system inspection reports reviewed and published to First Due: Alder Wood Bistro, Oak Table Cafe, Pacific Pantry, Songohan Restaurant, Suncrest Village, Sequim Masonic Temple, David's Taqueria, Sequim Schools Central Kitchen
7	Knox box key check and updates including — Domino's building; obtained two additional keys (total three), owner to provide the remaining two
3	Pre-app city meetings (14-bed care facility on 4th Ave, 16-bed assisted living/Pickleball courts, Serenity House)
4	Fire investigations: 41 Island Vista Way (chimney fire follow-up, coordinated with Everwarm); 475 W Alder St (pot left on stove); boat fire at John Wayne Marina; Tripp Road fire; shop fire at 363 Miles Rd (fireplace leading to electrical arcing)
5	Hood and sprinkler system report reviews — Grainery FDC hydro test; Jennies Meadows sprinkler report reviewed and summarized for owner; Trinity Church sprinkler leak and full alarm panel replacement (firewatch coordinated); TIER2 report for Pacific Aerospace reviewed, pre-plan started, HMMP/HMIS requested
2	CRR community events: Sunshine Festival (staffed); Soroptimist Garden Show (staffed and inspected)
1	Public education: Presented to children at Fairview Bible School with Sparky
6+	IT/App work and Other: Updated Report a Hydrant Problem app; updated CRR reporting app with return button; completed Access DB for sprinkler systems reporting; built report and preplan for Red Owl Orchard; updated tracking stats; set up new Surface device but determined it will not meet needed requirement
10+	Construction coordination: Rolling Hills (letter to city, gravel turnaround research, Lennar); Grainery FDC testing; Sunbelt/Serenity House site visit with Skov; county permit review for large construction projects; address mapping fix for Gilbertson Lane
8+	Meetings: Multiple planning and progress meetings with CT; meetings with JD on rolling hills, sunbelt, marina standpipe; safety committee meeting; volunteer officer meeting; data/Access training with CT
15+	Citizen calls and public service: Burn complaints, smoke alarm questions, code inquiries, hazardous smell in apartment follow-up, bridge loading research for property owner
1	Self-inspection form: Built first draft and sent to CT and JD (city-supported initiative)
1	Admin: Office cleanup/reorganization for new staffing at Station 34; cataloged rolled plans with Kniedle; compiled and sent monthly FCT report to CT

Table 2: Other activities for March 2026



# Clallam County Fire District 3

Motto: *Serve, Respect, Prevent, Protect*



## Battalion Chief's Report: 03/01/2026 - 03/31/2026

Prepared by: Stefanie Anderson  
Battalion Chief - B shift  
BC of Training

▪ **Battalion Chief Administrative Meetings:**

- Daily shift zoom meetings
- Commissioner Meeting 3/17/26
- BC Meeting 3/24/26
- Operations Meeting 3/25/26 (Zoom)

▪ **Administrative/Training Duties:**

- Telestaff Staffing & Callbacks
  - Mandatories: FF/EMT (1), FF/PM (0), Capt. (7), BC (0)
- (26) March training requests approved for upcoming classes/conferences
  - For line staff, admin, maintenance, and volunteers
- 2026 Quarter 1 Fire Training
  - Continue to coordinate locations and prop logistics
  - Work on credentials with VC Lovering
  - Coordinate Consistent Instructors for various topics
    - Jacobs-Haz Mat
    - Pyle- Soft Entry
    - McGuffey- Search
- 2026 Quarter 2 Fire Training Development
  - Meeting with Lovering 3/11/26
- 2025-01 B shift Probationary Firefighters
  - PFF Ben Frame- Rescue Apparatus Exam 3/5/26
  - PFF Elliot Nokes- Map test 4: 3/6/26
  - PFF Elliot Nokes- Ladder Apparatus Exam 3/24/26
  - Continued training and feedback from preceptors and officers
- 2026-01 Probationary Firefighter Academy Family Day 3/1/26
  - Friends and Families invited to TOC
  - Presentation to introduce staff
  - Tour/intro of training grounds and overview of academy

- 2026-01 Probationary Firefighter Academy Training
  - 7 recruits started 3/2/2026
  - 5 to complete CCFD#3 In House Academy
  - FF/PM Darling was drill master and present every day
  - Approx 26 instructors assisted to make academy successful (Career & Vol)
    - Continue to develop schedule
    - Logistics with shop and instructors
    - Weekly Evals
  - 2 reported to Kitsap Training Facility for 15 week academy 3/9/26
    - 3/9/26-6/19/26
    - Coordinate prep and logistics with 2 PFF's
    - Assist with equipment issues
    - Coordinate registration and preparation with Academy Lead
  
- Coordinated Acquired Structure Search Training: South 3<sup>rd</sup> Ave
  - Combination Volunteer/Career Drill 3/2/26
  - Oriented Search, VEIS, RIT
  - 32 total participants
  
- Acquired Structure Live Burn Training: South 3<sup>rd</sup> Ave
  - Worked with City of Sequim/ Captain Lawson
    - Paperwork/permits/planning
    - Schedule of events and timelines
    - Pics/site eval/logistics
    - Coordinated logistics and steps to carry out
    - Logistics with shop
    - Preparatory work for various drills, buildouts
    - Instructor Meeting 3/20/26
    - 47 Participants Total
    - 305.5 Live Burn Training Hours
    - No injuries/ No major equipment issues
    - Created live burn doc was presented to the Board on 4/7/2026
  
- Work Group: Count as staffing
  - 3/12/26- Review documents
  - Set expectations and guidelines for future
  
- Captain Testing
  - Meeting with Grider and Hudson 3/5/26
  - Meet with PSE Representation and Hudson 3/12/26
  - Tactical Exercise Meeting with PSE 3/24/26
  
- Coordinate Back to Shift Training for a FF/PM
  
- Coordinate Blue Card Online Registration for Captains
  
- Social Media Posts:
  - 3/2- Academy first day
  - 3/9- Week review of probationary academy
  - 3/12- Search Drill recap video
  - 3/21- Live Burn group photo
  - 3/26- Week 3 review of probationary academy

- **B Shift Training/Activity:**
  - Probationary Training for Frame and Nokes
  - Engine Co Evolutions at Acquired Structure
  - Haz Mat with Jacobs
  - Soft entry drill
  - Walk through PAC Aero
  - Fire/EMS training as assigned in Target Solutions
  
- **Anderson Personal Training:**
  - IFSAC Senior Evaluator Training- Kent 3/18/26
  
- **Planning and On-Going projects:**
  - Continuing to improve Target Solutions assignments with EA Coleman
  - Revising probationary book with EA Coleman
  - Communicate with Probationary FF's regarding expectations and process
  - Continue to meet and discuss probationary tests and process for updating
    - With FF/EMTs Cupps and Romberg
  - Frequent meetings with Volunteer Coordinator Lovering
  - Reviewing Target Solutions completion status
  - Assist members with further training requirements per policy 2740
  - Ongoing validation of Target Solutions assignments completed by members

DRAFT



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 Michael Mingee  
 Bill Miano  
**Commissioners**  
 Justin Grider, Fire Chief

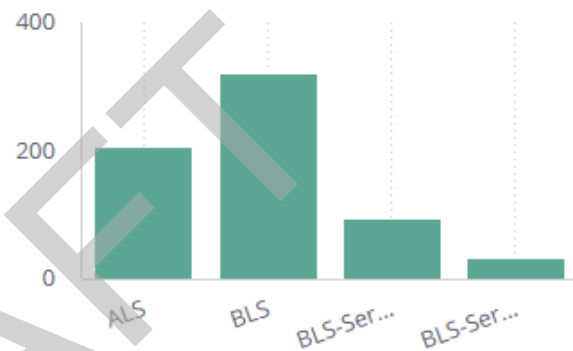
## Battalion Chief's Report: 3/31/2026 Prepared by: Elliott C Jones, C-Platoon

March 2026

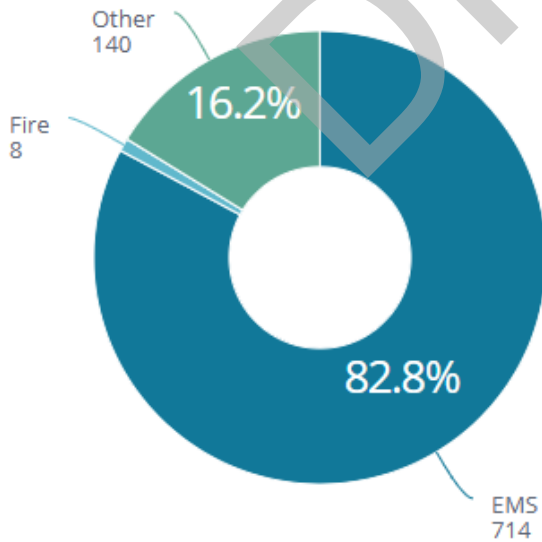
Count of Total Incidents & Exposures

Count of Incidents  
**862**  
 Additional Exposures **0**

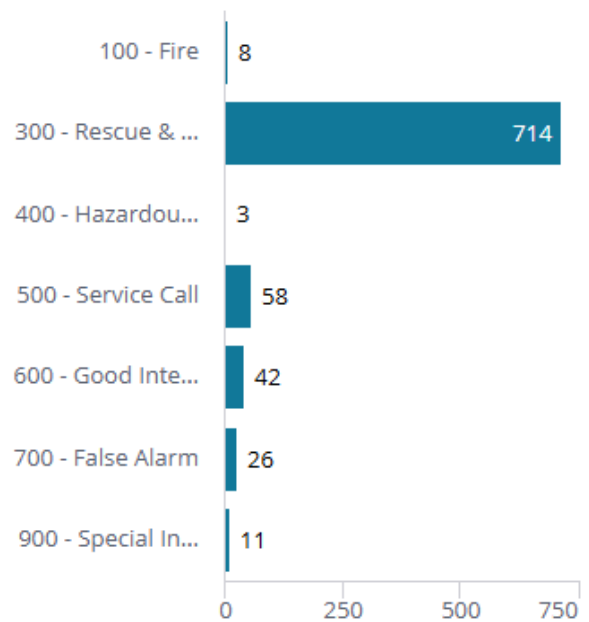
Count of Total Incidents & Exposures



EMS/Fire Incident Breakdown



Count of Incidents by Incident Type



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.



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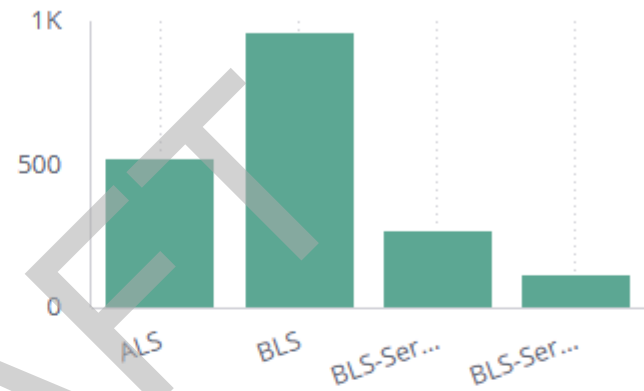
Justin Grider, Fire Chief

January 1<sup>st</sup> through March 31, 2026

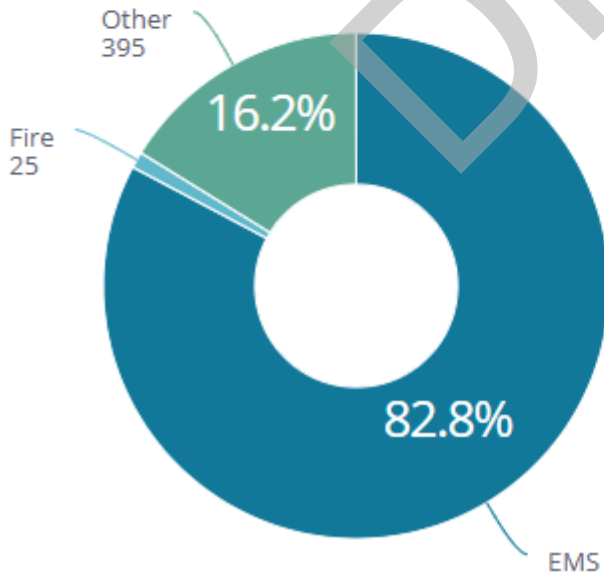
## Count of Total Incidents & Exposures

Count of Incidents  
**2439**  
 Additional Exposures **0**

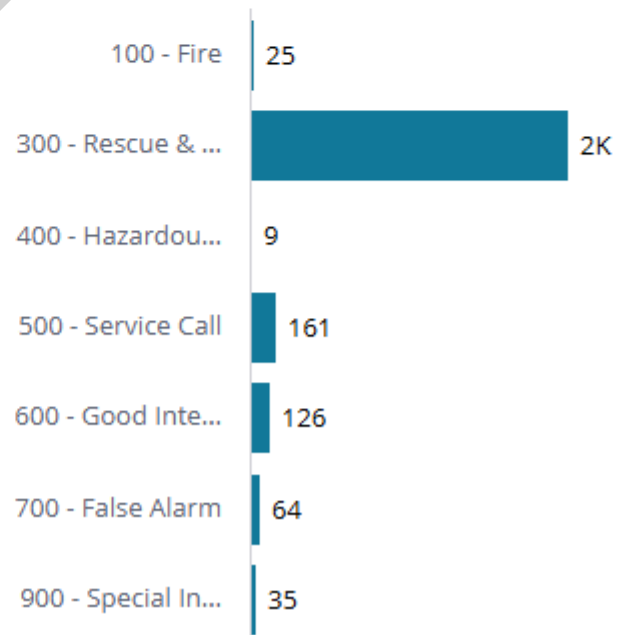
## Count of Total Incidents & Exposures



## EMS/Fire Incident Breakdown



## Count of Incidents by Incident Type



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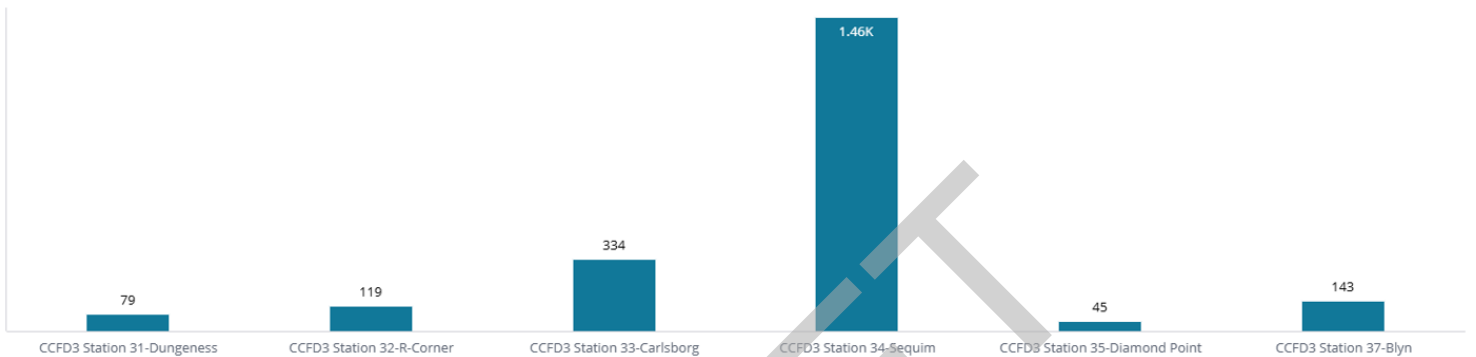
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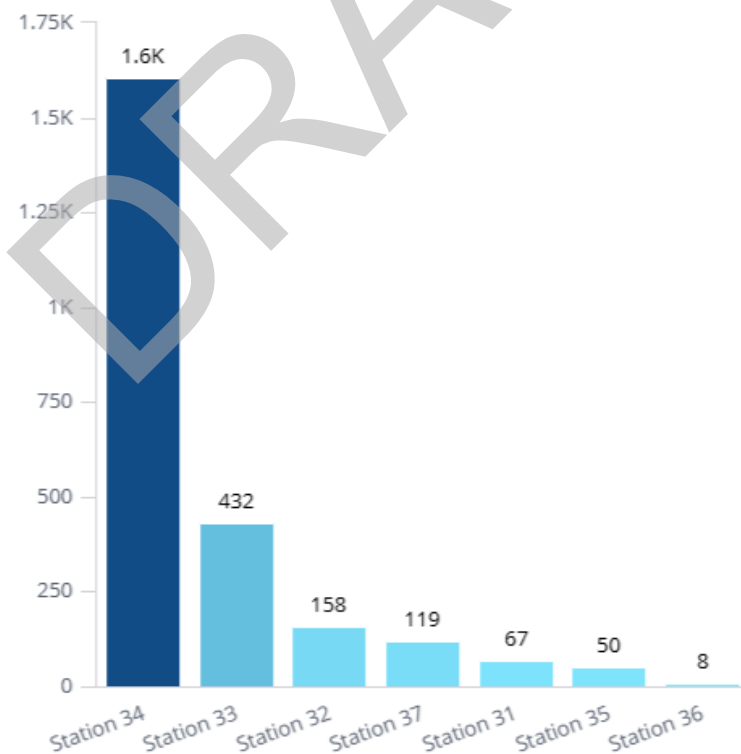
## January 1<sup>st</sup>- March 31<sup>st</sup> 2026

Incidents by Station



## January 1<sup>st</sup>- March 31<sup>st</sup> 2025

Incident Count by Station



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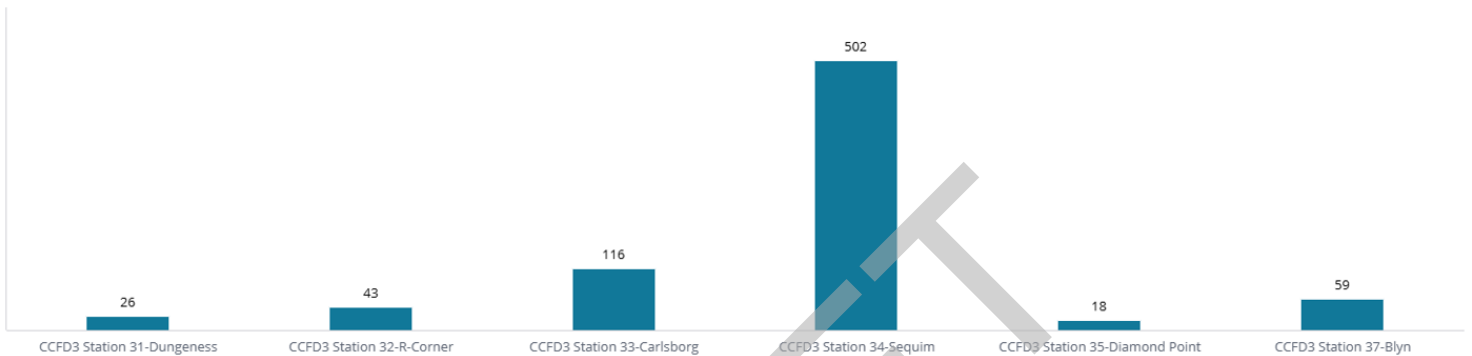
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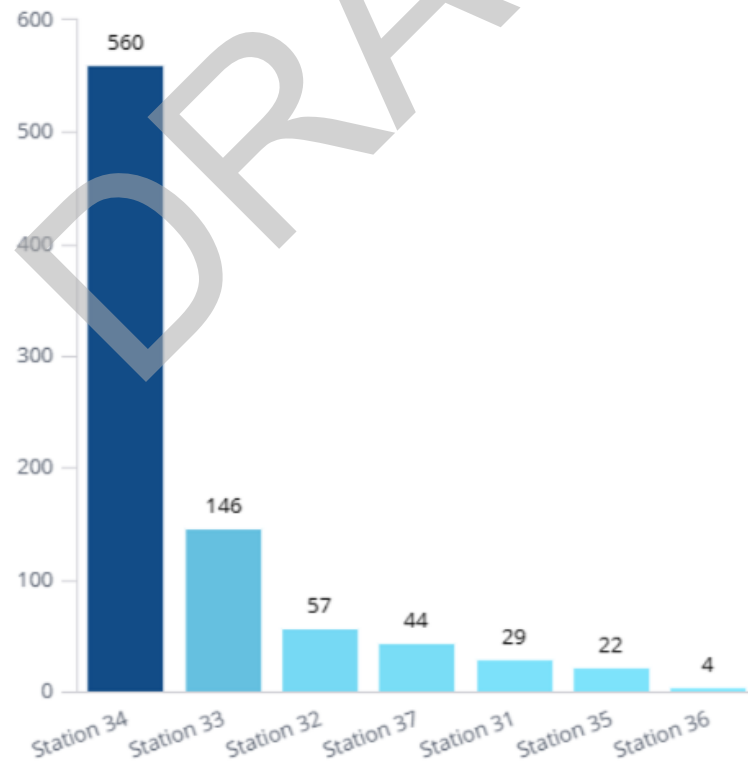
## March 1st- March 31<sup>st</sup> 2026

Incidents by Station



## March 1st- March 31<sup>st</sup> 2025

Incident Count by Station



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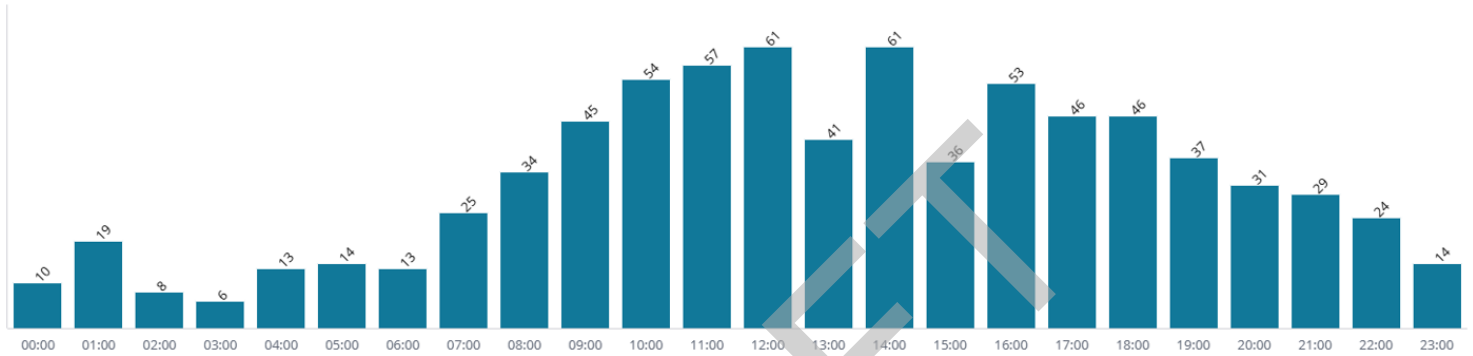
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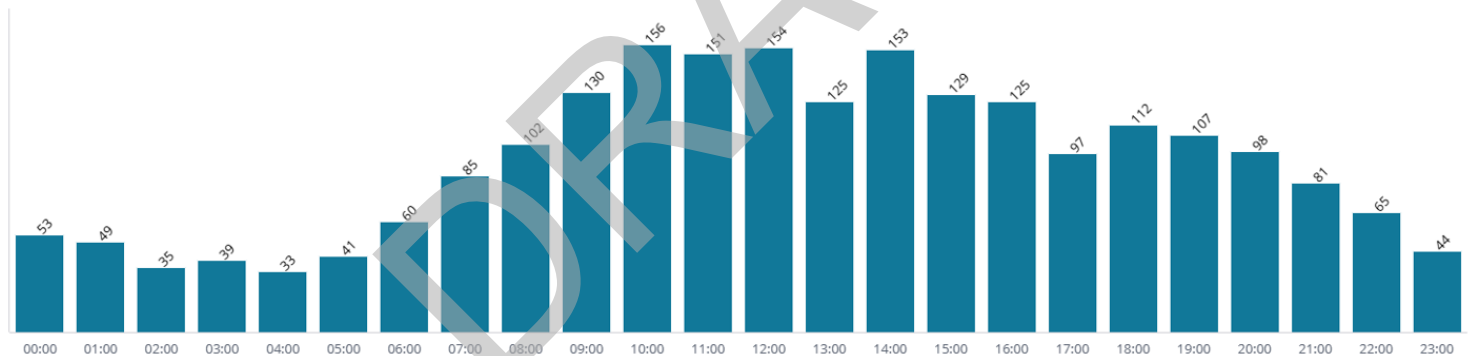
## March 2026: Calls Per Hour of the day

Incident Count by Hour of Day



## January 1- March, 2026

Incident Count by Hour of Day



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### March 2026

#### 📄 Transport Breakdown

Transport Disposition	Total Records	Percentage of Records
No Transport	117	23%
Non-Patient Transport (Not Otherwise Listed)	1	0%
Patient Refused Transport	61	12%
Transport by Another EMS Unit	223	44%
Transport by Another EMS Unit, with a Member of This Crew	87	17%
Transport by This EMS Unit (This Crew Only)	14	3%
Grand Total	503	100%

### March 2025

#### 📄 Transport Breakdown

Transport Disposition	Total Records	Percentage of Records
No Transport	138	24%
Patient Refused Transport	57	10%
Transport by Another EMS Unit	177	31%
Transport by Another EMS Unit, with a Member of This Crew	173	31%
Transport by This EMS Unit (This Crew Only)	19	3%
Grand Total	564	100%

---

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### 2025 Year

#### 📄 Transport Breakdown

Transport Disposition	Total Records	Percentage of Records
No Transport	378	24%
Patient Refused Transport	177	11%
Transport Unknown	5	0%
Transport by Another EMS Unit	530	34%
Transport by Another EMS Unit, with a Member of This Crew	408	26%
Transport by This EMS Unit (This Crew Only)	55	4%
Transport by This EMS Unit, with a Member of Another Crew	2	0%
Grand Total	1,555	100%

### 2026 Year

#### 📄 Transport Breakdown

Transport Disposition	Total Records	Percentage of Records
No Transport	303	21%
Non-Patient Transport (Not Otherwise Listed)	2	0%
Patient Refused Transport	206	14%
Transport by Another EMS Unit	579	40%
Transport by Another EMS Unit, with a Member of This Crew	290	20%
Transport by This EMS Unit (This Crew Only)	65	4%
Grand Total	1,445	100%

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## Transport Dispositions

% of Transport Dispositions

**64.59%**

Total Transports **934**

## Non-Transport Dispositions

% of Non-Transport Dispositions

**35.41%**

Total Non-Transport **512**

Transport Dispositions are where a transport was performed by this or another EMS unit.

Non-Transport Dispositions are where a transport was not performed by this or another EMS unit.

### CCFD3 Activity Sheet

2026					2025			
Transports					Transports			
Call Volume	CCFD3	Oly only	Fire Rider		CCFD3	Oly Only	Fire Rider	Call Volume
759	32	172	100	January	18	187	125	851
673	19	184	103	February	20	166	110	726
862	14	223	87	March	19	177	173	862
				April				
				May				
				June				
2294	65	579	290	YTD	57	530	408	2439

### 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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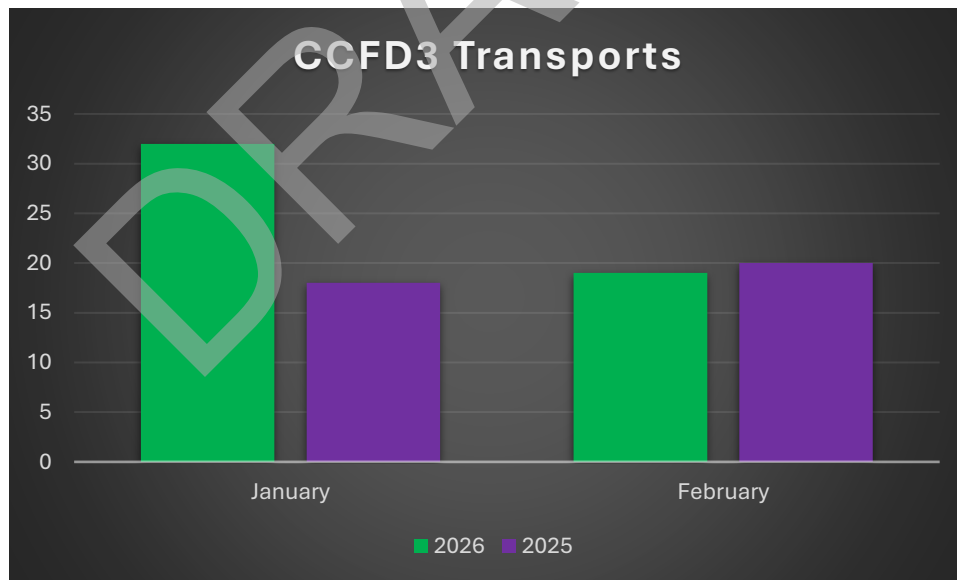
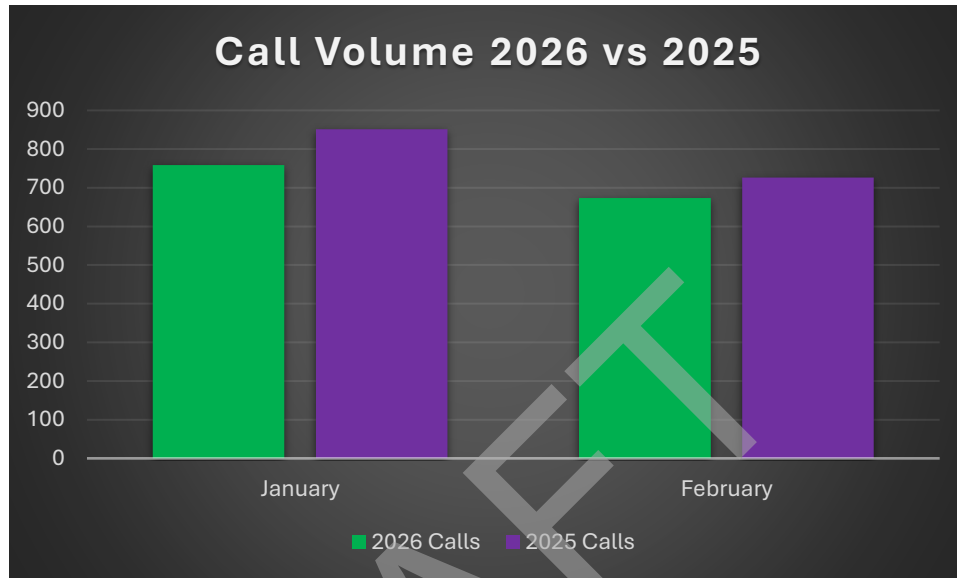
Jeffrey Nicholas

Michael Mingee

Bill Miano

**Commissioners**

Justin Grider, Fire Chief



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.



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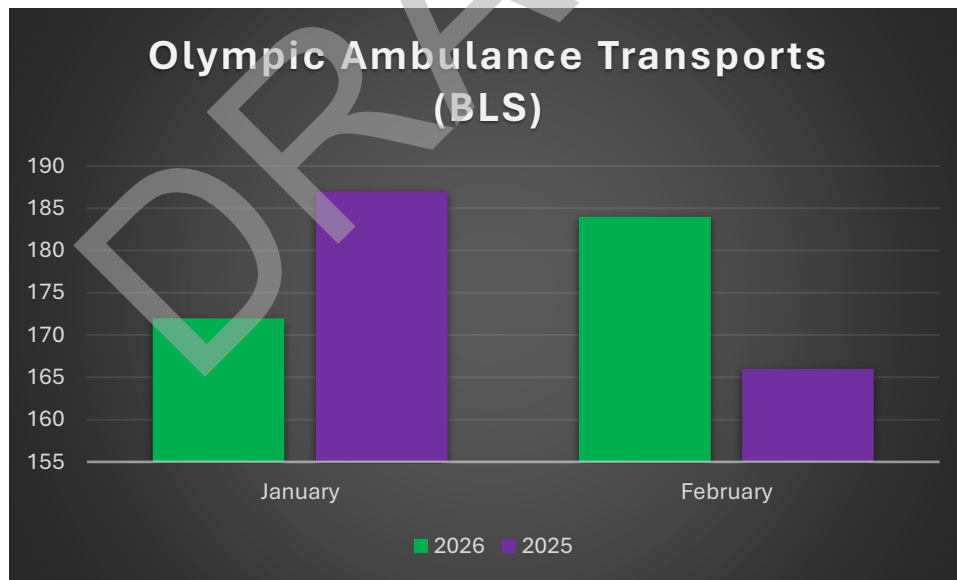
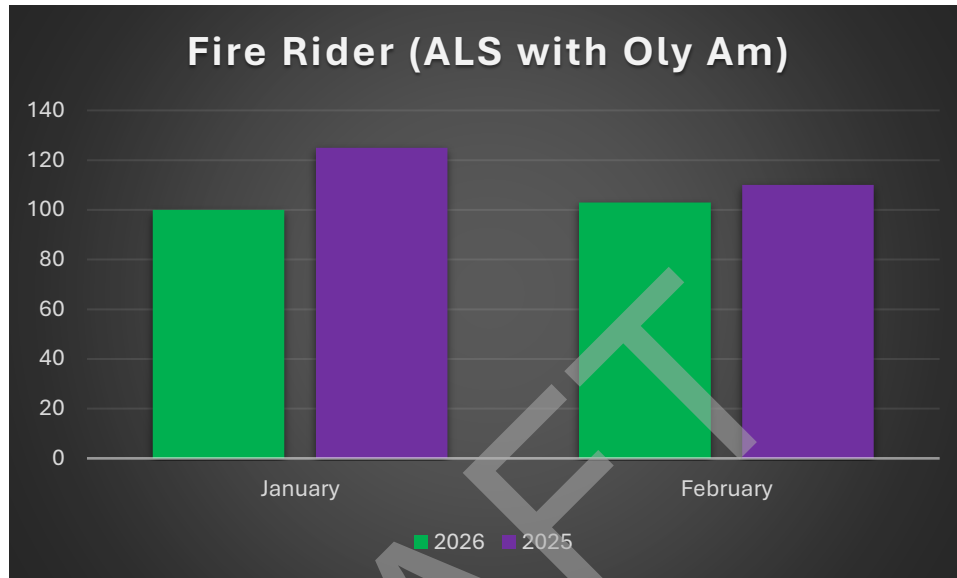
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○ Battalion Chief-EMS Administrative Meetings:

- 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- Postponed to April

○ Planning and Ongoing projects:

- New DEA Regulations- Require District 3 to change Narcotics handling
- Review/Rewrite of SOP 4100-P-11; Draft due for mark-up on 4/7
- Review of **C-Platoon** members' certifications and licenses (ongoing and updated)
- Prep for Telestaff update in April

○ Continuing Education/Training:

- Center for Public Safety Excellence, Chief Training Officer- Confirmed
- EMS Skill Sheets- in process
- 2026 1<sup>st</sup> quarter OTEP audit
- 2026 2<sup>nd</sup> quarter OTEP in development
- EMS Connect ongoing
- Participation in EMSConnect for continuing education
- **DID NOT ATTEND DUE TO CXL**- Executive Fire Officer Program (DHS shut down)
- Acting Battalion Chief Task Book- Worked with Capt Borggard and Capt Anderson

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Justin Grider, Fire Chief

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## Squad 34- MIH-Community Paramedicine

Update February 2026

<b>Total CFS (YTD) for CP office</b>	112 [for the year about 9% of all calls for the district for the year]
CFS from <u>Feb 1</u> to <u>Feb 26</u>	54
Average ( <i>dispatched</i> ) calls per day	4.5
Average UHU per call	2.22
Fire calls	0
911 assist/CPR calls	2
Calls in place of Shift crews	12
High Utilizers identified	2
Letters sent to High Utilizers	0
High Utilizers reduced	N/A
Quarterly EMS training complete	66%
Quarterly Fire/Rescue training complete	52%

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Justin Grider, Fire Chief

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### Success stories from the MIH-CP office

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I see this story as a very big win for setting standards and precedence with OMC and other care facilities. I was contacted by OMC Case Management about a “safe discharge” of a patient that we had transported to the hospital. Lenora from OMC requested that we assist, along with Olympic Ambulance crews, in moving the patient back into her home so they can discharge her from the hospital. I refused her request on the grounds that the Fire District would not take on the liability or be complicit in placing the patient in an unsafe environment. The home was categorized as “domestic squalor”, and we would not be party to that risk.

I had been integral in case management and care coordination of this patient along with Dr Lazos prior to her hospitalization, as well as when she was transported to the hospital for a failure to thrive situation, combined with heart failure and sepsis. It took 7 -10 crew members to move the patient from her home. This was due to the patients’ size (pt is morbidly obese) and the condition of the home and her hoarding disorder. So, I was able to tell the hospital that the fire department would refuse to assist in moving the patient back into her home due to the living conditions and her hoarding issues. The hospital and patient agreed to employ a designated DPOA to confirm and delegate cleaning of the home and allow us to “sign off” on if we approve of the situation for a “safe discharge.”

I was able to make access to the home and confirm prior to the patients discharge from Olympic View, that in fact the home had been organized and cleaned to a satisfactory condition so the patient could return home to a safe environment where she could receive proper care from in-home care giving staff.

CLALLAM COUNTY FIRE DISTRICT 3

Agenda Bill No. 1

Board of Commissioners meeting **4/21/2026**

**To:** Board of Commissioners  
**From:** Fire Chief Justin Grider  
**Subject:** 2026-03 Proclamation for Donna Stoffel

**Recommendation:** Recommended Motion: to Approve Proclamation 2026-03 Recognizing the Service of Donna Stoffel with the Eastern Clallam Community Emergency Response Team.

**Background:** Donna Stoffel has faithfully and selflessly served the Eastern Clallam Community Emergency Response Team and is receiving the Peninsula/Coastal award through the State of Washington for her volunteerism. The District would like to recognize her service to the community through a Proclamation by the Board of Commissioners.

**Discussion:** TBD

**Attachments:** 2026-03 Proclamation – Donna Stoffel

**Alternatives:** None

**Fiscal Considerations:** None

**Impact to the Community:** The public is best served when the District recognizes individuals who have selflessly served the community.

# Clallam County Fire District No. 3

## Proclamation [2026-03]

**WHEREAS**, Donna Stoffel faithfully served with the Eastern Clallam Community Emergency Response Team; and

**WHEREAS**, Serve Washington is the governor's appointed commission dedicated to fostering and encouraging volunteerism across the State of Washington. The Washington State Volunteer Service Awards seek to recognize and honor the multitude of acts of kindness demonstrated by individuals, families, and service groups in communities throughout Washington; and;

**WHEREAS**, nominations for the Washington State Volunteer Service Awards are open to all individuals who have engaged in any form of volunteerism, formal or non-formal, within the past year; and

**WHEREAS**, a panel comprised of Serve Washington commissioners and community members were tasked with selecting award recipients; and

**WHEREAS**, awards are presented to one individual and one group of volunteers or volunteer program in each of the designated regions across Washington; and

**WHEREAS**, recognition of Donna Stoffel is of the utmost importance to staff and the Board of Commissioners of Clallam County Fire Protection District No. 3; and

**WHEREAS**, Clallam County Fire Protection District No. 3 follows the Motto of: Serve, Respect, Prevent and Protect, which Donna Stoffel has followed through her volunteerism with the Community Emergency Response Team; and

**WHEREAS**, that the Board of Commissioners for Clallam County Fire District 3 express gratitude to Mr. Charles Meyer for nominating Donna Stoffel for this esteemed award; and

**NOW, THEREFORE BE IT RESOLVED** that the Board of Commissioners for Clallam County Fire District 3 commend and honor Donna Stoffel for her exemplary dedication to volunteerism and the Commissioners congratulate the Peninsula/Coastal award recipients, and the Eastern Clallam County CERT Program, for their outstanding contributions to the community in the realm of emergency preparedness; and

**AND, BE IT FURTHER RESOLVED**, that the Peninsula/Coastal award is being recognized by the Board of Commissioners of Clallam County Fire Protection District No. 3 on April 21st at 1 pm during the Clallam County Fire District 3 board of commissioners meeting, in recognition of the Eastern Clallam County CERT Program's exceptional service to their community.

Signed, this 7, day of April 2026.

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Bill Miano

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Michael Mingee

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Jeffrey Nicholas

CLALLAM COUNTY FIRE DISTRICT 3

Agenda Bill No. 2

Board of Commissioners meeting **04/21/2026**

**To:** Board of Commissioners

**From:** Commissioner Mingee

**Subject:** Continued Discussion on Future Construction of a New Station 33

**Recommendation:** No recommendation for action.

**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 Tacoma, 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 capital balance designated for future fire station construction and project status.

**Attachments:** Capital Reserve Fund Balance Designated for Station Build

**Alternatives:** TBD

**Fiscal Considerations:** Discussion related to the financial planning of capital projects. No immediate fiscal impact.

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

## Capital Reserve Fund Balance Designated for Station Build

### Property Transactions

Net Proceeds of Sieberts Creek Property	\$	156,378
Net Proceeds of ST36 Property	\$	300,796
Purchase of Gold Dust Ln Property	\$	(264,971)
<b>Funds Remaining from Property Transactions</b>	<b>\$</b>	<b><u>192,203</u></b>

### 2026 Budgeted Transfers to Capital

Transfer from O&M Fund Balance	\$	1,000,000
Transfer from O&M 2026 Revenue	\$	400,000
<b>Total 2026 Budgeted Transfers to Capital</b>	<b>\$</b>	<b><u>1,400,000</u></b>

<b>Total Capital Balance Designated for Station Build</b>	<b>\$</b>	<b><u><u>1,592,203</u></u></b>
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DRAFT

CLALLAM COUNTY FIRE DISTRICT 3

Agenda Bill No. 3

Board of Commissioners meeting **4/21/2026**

**To:** Board of Commissioners

**From:** Fire Chief Justin Grider

**Subject:** Johnston Home

**Recommendation:** Recommended Motion to Approve the Fire Chief to move forward with razing the structures and securing the yard on the District's property located at 305 S. 5<sup>th</sup> Avenue.

**Background:** The Board and Staff have discussed and reviewed different options and proposals for the lot and are prepared to take action.

**Discussion:** Review and take action.

**Attachments:** Summary of previous meetings and proposals.

**Alternatives:** Commissioners could not accept Staffs recommendations provided and go in a different direction.

**Fiscal Considerations:** None

**Impact to the Community:** The public is best served when the District is a good steward of the publics money.



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Bill Miano  
Michael Mingee  
Jeffrey Nicholas  
**Commissioners**

Justin Grider, Fire Chief

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Commissioners,

Following prior Board direction, I am writing to summarize the options previously presented regarding the future of the Johnston property located adjacent to Station 34 and to provide my final recommendation for Board consideration.

As previously outlined, the District reviewed several potential pathways for the property. These included renovation of the house for office or program use; demolition of the existing improvements and conversion of the lot for parking, training, or future support facilities; demolition and redevelopment for a future administrative office; further study of a possible future sale and relocation scenario involving Station 34; outright sale of the house and property; and rental of the house and property for interim use. Each option carried different operational, financial, and long-term planning implications.

After further consideration, my final recommendation is that the District proceed with the use of the house, garage, and outbuildings for training purposes and then raze all structures on the site. Following completion of that training use, I recommend that District employees perform the demolition work pursuant to RCW 52.14.110(2), with all debris disposed of in accordance with applicable permitting requirements. Once the structures are removed, the excavation should be properly backfilled, topped with base course, and the south yard fenced.

This approach allows the District to derive immediate operational value from the structures through training before removal, while also resolving the ongoing burden of maintaining a vacant property and aging improvements. It further creates a clean, secure, and manageable site without committing the District to a permanent expansion of Station 34 or to a more costly redevelopment project at this time.

It is also my recommendation that the parcel remain a separate parcel and not be incorporated into the current Station 34 footprint. Maintaining the parcel separately preserves future flexibility so that the property may, at such time as the Board determines appropriate, be used for another purpose consistent with District needs and long-range planning.

I believe this recommendation represents the most practical and responsible course of action at this time. It addresses current operational realities, supports District training objectives, reduces ongoing maintenance and liability concerns, and preserves future options for the property.

I respectfully request the Board's consideration and direction on this recommendation.

Sincerely,

Justin Grider  
Fire Chief  
Clallam County Fire District #3

CLALLAM COUNTY FIRE DISTRICT 3

Agenda Bill No. 4

Board of Commissioners meeting **04/21/2026**

**To:** Board of Commissioners

**From:** Misty Shaw, Finance Manager

**Subject:** 1Q 2026 Financial Reports

**Recommendation:** No action required, Information only

**Background:** FM Shaw prepares and presents Financial Reports to the Board of Commissioners on a quarterly basis.

**Discussion:** FM Shaw will discuss the financial results of the District as of March 31, 2026.

**Attachments:** 1Q 2026 Financial Reports

**Alternatives:** N/A

**Fiscal Considerations:** The Board can review the financial results of the District and use the information for future financial decisions.

**Impact to the Community:** The Community interests of transparency and accountability are maintained when the financial results of the District are reported and discussed in the open public meeting format.

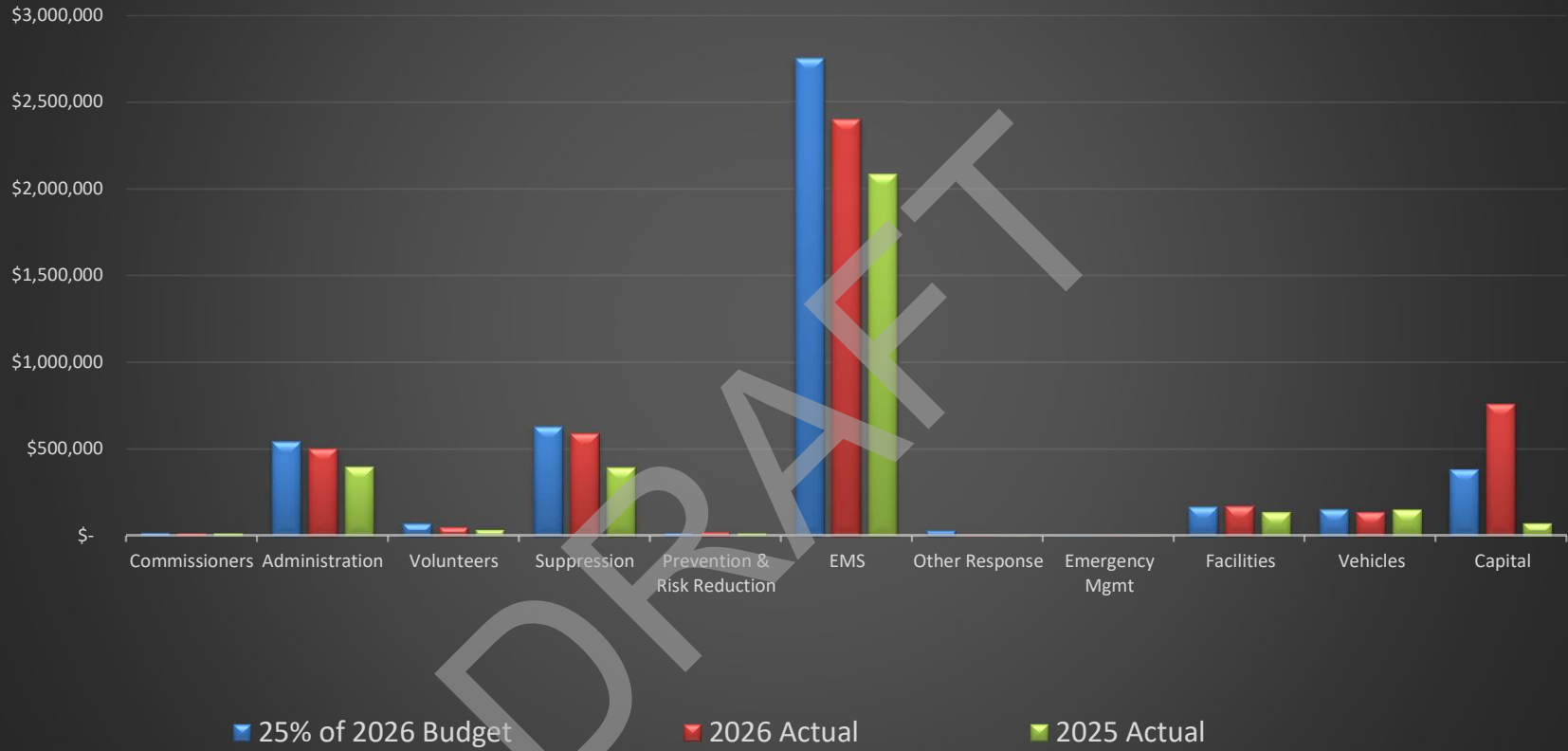
**Clallam County Fire District 3  
Statement of Revenue  
As of March 31, 2026**

	2026 Annual Budget	Actual as of March 31, 2026	Difference	Actual Receipts vs. Budget	Notes	Year-to-Year Comparative		Notes
						Actual As of March 31, 2025	Percent Change	
Taxes								
General Property Tax	\$ 14,822,000	\$ 1,961,562	\$ (12,860,438)	13.2%	1	\$ 1,474,013	33.1%	1
EMS Property Tax	\$ 3,448,000	\$ 459,772	\$ (2,988,228)	13.3%	1	\$ 470,778	-2.3%	
Leasehold Excise Tax	\$ 10,500	\$ 3,602	\$ (6,898)	34.3%		\$ 342	952.8%	
Timber Excise Tax	\$ 18,000	\$ 13	\$ (17,987)	0.1%		\$ 48	-72.4%	
<b>Total Taxes</b>	<b>\$ 18,298,500</b>	<b>\$ 2,424,949</b>	<b>\$ (15,873,551)</b>	<b>13.3%</b>		<b>\$ 1,945,180</b>	<b>24.7%</b>	
State Grant Revenue	\$ 775	\$ 965	\$ 190	124.5%		\$ 3,067	-68.5%	
Sale of County Timber	\$ 35,400	\$ 26,405	\$ (8,995)	74.6%	2	\$ 9,235	185.9%	2
Charges For Services	\$ 169,200	\$ 39,698	\$ (129,502)	23.5%	3	\$ 179,518	-77.9%	3
Ambulance Services	\$ 200,000	\$ 140,075	\$ (59,925)	70.0%	4	\$ 70,452	98.8%	4
Miscellaneous	\$ 483,600	\$ 105,123	\$ (378,477)	21.7%		\$ 136,918	-23.2%	
<b>Total</b>	<b>\$ 19,187,475</b>	<b>\$ 2,737,216</b>	<b>\$ (16,450,259)</b>	<b>14.3%</b>	5	<b>\$ 2,344,369</b>	<b>16.8%</b>	

**Clallam County Fire District 3**  
**Statement of Expenditures**  
**As of March 31, 2026**

Department	2026 Annual Budget	Actual as of March 31, 2026	Difference	Actual Expenditures vs. Budget	Notes	Year-to-Year Comparative		
						Actual As of March 31, 2025	Percent Change	Notes
Commissioners	\$ 72,393	\$ 15,357	\$ (57,037)	21.2%	1	\$ 15,604	-1.6%	1
Administration	\$ 2,180,703	\$ 505,006	\$ (1,675,697)	23.2%		\$ 399,926	26.3%	2
Volunteers	\$ 283,007	\$ 50,208	\$ (232,799)	17.7%		\$ 36,310	38.3%	3
Suppression	\$ 2,520,566	\$ 591,243	\$ (1,929,322)	23.5%	4	\$ 395,889	49.3%	4
Prevention & Risk Reduction	\$ 67,429	\$ 23,492	\$ (43,937)	34.8%		\$ 14,587	61.0%	5
EMS	\$ 11,006,596	\$ 2,401,116	\$ (8,605,480)	21.8%	4	\$ 2,084,740	15.2%	4
Other Response	\$ 120,750	\$ 3,801	\$ (116,949)	3.1%	6	\$ 2,908	30.7%	6
Emergency Management	\$ 6,000	\$ 1,624	\$ (4,376)	27.1%		\$ 478	239.8%	
Facilities	\$ 657,913	\$ 167,389	\$ (490,523)	25.4%		\$ 133,606	25.3%	7
Vehicles	\$ 606,885	\$ 137,129	\$ (469,757)	22.6%		\$ 149,955	-8.6%	8
Capital	\$ 1,536,019	\$ 758,003	\$ (778,016)	49.3%		\$ 75,405	905.2%	
<b>Total</b>	<b>\$ 19,058,261</b>	<b>\$ 4,654,367</b>	<b>\$ (14,403,893)</b>	<b>24.4%</b>	9, 10	<b>\$ 3,309,409</b>	<b>40.6%</b>	

## Expenditures by Department as Compared to 25% of Budget & Prior Year



**Clallam County Fire District 3**  
**Notes to March 31, 2026**  
**Financial Statements**

**Revenue Notes:**

- Note 1. General & EMS Property Tax Revenue: The majority of our funds are received in April and October. Collection percentage is slightly down from prior year but the decline is not significant. The General Property Tax increase from prior year reflects the levy lid lift.
- Note 2. Sale of County Timber: Revenue is more than double that received last year. County projections received in Nov 2025 far exceed budget but timber sales remain unpredictable.
- Note 3. Charges for Services: This budget item includes receipts for Wildland Deployments, Vehicle Maintenance and Repair Services & 1/2 of the cost of the Fire Code Technician. Revenue is down 78% due to \$135k received in Q1 2025 for 2024 Wildland Deployments. Vehicle Maint receipts are down from prior year but exceed budget.
- Note 4. Ambulance Services: Revenue is up 99% over prior year and at 70% of budget. Approximately \$30k of this increase can be attributed to the timing of receipts. The remaining increase can be attributed to increases in transports and rates.
- Note 5. Total Revenue: The District typically receives approximately 15% of the revenue in the first quarter of each year. Expenditures currently exceed revenues by \$1.9M, thus the reason for the 15% reserve for cash flow needs.

**Expenditure Notes:**

- Note 1. Commissioners: Costs are comparable with last year and within budget.
- Note 2. Administration: Costs are up 26% largely due to increases in computer hardware (\$11k), professional services (\$17k), legal services (\$8k), software (\$14k), state audit (\$8k), and miscellaneous (\$14k). In addition, DRS Audit refunds not yet finalized total \$54k.
- Note 3. Volunteers: Costs are up due to the change in reimbursement pay schedule. Prior year first quarter included two months while current year includes three months.
- Note 4. Suppression & EMS: Overtime costs are at 30% of budget compared to 18% of budget in 2025; this is an increase of \$157k from prior year. Salary and benefit costs exceed prior year due to step increases and benefit cost increases. Any negotiated salary increases will be seen after CBA adoption. New hire costs will be reflected in the second quarter. Suppression PPE Operating Supplies are at 64% of budget and exceed prior year due to bunker gear purchases for new hires and bunker gear purchases made in 2025 but paid in January. Transport Billing Services and Resident Transport Billing Credit are both at over 50% of budget due to increased transports.
- Note 5. Prevention & Risk Reduction: Up 61% due to an increase in Fire Code Technician hours and training costs over prior year first quarter.
- Note 6. Other Response: The 2026 budget restored training funds and funding for tools and supplies previously removed from the 2025 budget. Expenditures remain near prior year in the first quarter.
- Note 7. Facilities: Overall costs are up 25% with large increases in salary and benefits due to DRS Audit refunds not yet finalized.
- Note 8. Vehicles: Overall costs are down 8% over prior year. Repair & Maint expenditures are down almost 50% from prior year due to large items, such as a transmission rebuild, in prior year.
- Note 9. Total Expenditures: Prior year total expenditures for the first quarter were 19.2% of budget compared with 24.4% in current year. Most of this change can be attributed to payment of the final engine balance fulfilling 100% of that line item.
- Note 10. Total Expenditures: All other expenditure categories were reviewed and no concerns or issues were noted.