

Service Driven Through Excellence and Innovation



UNITY - COMPASSION – INTEGRITY – COURAGE - HONOR

Board of Commissioners' Meeting

June 16, 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

June 16, 2026

Call to Order

Pledge of Allegiance

Changes to the Agenda

Public Comment

Consent Agenda:

- 1.) Regular Meeting Minutes, June 2nd, 2026
- 2.) Claims and Payroll

Next Meeting – July 7th, 2026

Good of the Order –

Regular Business:

Reports – Battalion Chief Reports

Agenda Bill 1: Proclamation 2026-05 – Retirement of Leanord Horst

Agenda Bill 2: Johnston Property Recommendation

Agenda Bill 3: Service Delivery Presentation

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

June 2, 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, Finance Manager Misty Shaw, District Secretary Lori Coleman, Acting Battalion Chief Jeff Albers, Maintenance Supervisor Tharin Huisman, Community Paramedic Mark Karjalainen, Captain Skov and T. Anderson, Firefighter/PM Brent Lovell, Hayden Pyle, Joel Bower, Steve Oberly, and Chris Darling, Firefighter/EMT Jon Donahue, Jaisal White and Tanner Cupps, Volunteer Beau Sylte, and citizens Jacob Felton, Morgan and Adeline Cupps, and Elizabeth Skov. Online were: Administrative Assistant Caity Karapostoles, St 34 and 37, Facilities Technician John Brygider, and Jerney Church.

Changes to the Agenda – None.

PUBLIC COMMENT –

Two public comments were made:

First, Elizabeth Skov spoke stating that she was there on behalf of her husband and wanted to address low staffing and that after 20 years it is high priority to her.

Second, Firefighter Paramedic Joel Bower addressed staffing concerns, stating that staffing has reached a critical level. He noted that local firefighters are testing for and accepting positions with other departments, and that many would rather commute than remain here. He urged that immediate action be taken and clearly communicated to prevent additional departures. He emphasized that the situation is alarming and as critical as he has ever seen, other jobs are easy to come by and employees continuing to leave for opportunities elsewhere.

CONSENT AGENDA

- 1.) Regular Meeting Minutes, May 19, 2026.
- 2.) Claims
Accounts Payable Claim check numbers 113764 through 113797 dated June 2, 2026, totaling \$47,971.58, for a disbursement grand total equaling \$47,971.58.

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

Next Meeting – June 16, 2026 – Regular Board Meeting

- Service Delivery
- Commissioner Mingee asked again about a banner at the American Legion; Chief Grider is working on this.

GOOD OF THE ORDER – None**Fire Chief's Report – Chief Grider reported –**

- He has commuted to PenCom the desire to move to a program like ProQA. Staff have also started conversation about what is Fire and what is Law Enforcement calls; there has been some push back on this as they are trying to dispatch similarly for all the agencies they work for.
- Met with Joey Rodriques, he has stepped down from his position at Olympic ambulance, he has taken a position at GMR (the parent company to AMR).
- Staff are working on the installation of Locution; all supplies are ordered and staff are working with PenCom and the contractor to install this.
- The District has received a FireWise® Grant in the amount of \$25,000; BC Turner is overseeing the spending of these funds.
- Captains promotional testing is complete. Four candidates passed the assessment with the top three moving on to Chief's interviews; these interviews are being conducted this week.
- A new SOP is being drafted to ensure compliance with the new DEA regulations.
- As of May 30th, twelve resumes have been received for the HR Manager position. With one week left, they were confident they would see more candidates.
- The two members at Kitsap Recruit Academy are doing well and expected to graduate June 20th, 2026.
- Staff received a resignation form Firefighter/Paramedic Jeremy Long; his last day is June 8, 2026 and Firefighter/Paramedic Leonard Horst has submitted his letter of intent to retire July 1, 2026.
- One candidate from the Paramedic Eligibility List was extended a conditional offer of employment, he has accepted and is pending successful completion of all the prerequisites. This candidate will have to go through the Kitsap Fire Academy starting August 31, 2026.
- Per policy, the current eligibility lists have been expired/decertified for firefighter EMT and Paramedic; recruitments for new eligibility lists are underway.
- Grants at the federal level have been opened; the SAFER grant is open and staff are exploring options for applying for this grant.
- Staff will present on NFPA 1750 today.
- Dialog is open with Jamestown S'Klallam tribe regarding strategic plan, fees, and schedules. They are currently working to install a new cell tower in Carlsborg; the intent is to hand FD3 radio communication capabilities on this tower.
- Staff and Commissioner Mingee met with Aetta Architects regarding the new ST 33 building project. They are expecting a drawing mid-July.
- Continue to meet with the Sequim City Manager; they had a meeting regarding fee schedules and staff will continue these discussions.
- Attended lots of the events during the Irrigation Festival.
- Attended Labor Relations Conference in Wenatchee.
- Still in negotiations with the Firefighters.
- Attended the Olympic Region DNR summit in Forks.
- Interviewed with Matt Comisky, the Washington State Manager for the American Forest Resource Council regarding timber sales and revenue.
- Chris Lovering was recognized by the Olympic Foot Printers Association as the 2025 Member of the Year for his contributions to the District and Community.

- Continue to meet with CERT leaders.
- No updates regarding community projects.
 - Commissioners requested that staff send a formal letter to PenCom outlining the District's needs and asking whether PenCom can meet them. A lengthy discussion followed regarding Dispatch and the direction the Commissioners would like to pursue.

Agenda Bill 1: Amicus Brief Authorization – Commissioner Mingee reported that the Port of Port Angeles has filed an amicus brief in the Thurston County Superior Court case, Washington Farm Forestry Association et al. v. State Forest Practices Board et al., and requested a motion authorizing the District to join in support of that brief. He noted that many junior taxing districts are being asked to support the Port's efforts to protect timber tax revenue. Commissioner Mingee further reported that, although the original authorization contained funding, the Port of Port Angeles has since agreed to cover all costs associated with the amicus brief; therefore, there will be no cost to the District to participate in support of it. Commissioner Mingee moved, and Commissioner Nicholas seconded to authorize Chief Grider to sign the Amicus Brief Authorization Form on behalf of the District.

MOTION CARRIED.

Agenda Bill 2: 2025 SAO Annual Financial Report – Finance Manager Misty Shaw reported that she has completed and submitted the 2025 Annual report to the Washington State Auditors office. She briefly went over the report, noting that it will be audited later this year or early next year; the outcomes will be brought to the Board at that time. She reported that the District started the year with 11.9 million dollars in Cash, receiving \$14 million dollars in property tax plus \$1.8 million in intergovernmental revenue, charges for services, and misc. revenue, and ending the year with \$11.2 million dollars; this was a loss of \$700,000. She briefly went over all of the assigned fund balances, adding that the ending unassigned fund balance, outside of the minimum for cash flow, was only \$10,458. She encouraged others to read through the details. All expenditures are considered for Public Safety except for Capital related items. She reported on the Schedule of Liabilities; these are future expenses that are not included in any other financial report, but important to note. **INFORMATION ONLY. NO ACTION TAKEN.**

Agenda Bill 3: NFPA 1750 Discussion and Presentation – Chief Grider reported that he and Captain Anderson had prepared a presentation for Captain Anderson to deliver. Captain Anderson explained that the NFPA has consolidated NFPA 1710, 1720, 1730, and 1201 into NFPA 1750. He clarified that the District's minimum daily staffing level is ten personnel, although the current budget supports sixteen personnel plus the Battalion Chief. He then provided a brief overview of the District, including current staffing levels and call volume. Captain Anderson noted that, under NFPA standards for low-hazard occupancies, sixteen responders are expected within eight minutes 90 percent of the time; however, he stated that with minimum staffing levels, even with mutual aid, the District is unable to meet that standard. He also reviewed the pros and cons of meeting the recommended four-person engine staffing model and stated that the disadvantages significantly outweighed the advantages. He then outlined the most appropriate staffing model if the District were able to maintain a minimum of twelve personnel: six at Station 34, four at Station 33, and two at Station 37. He explained that this model would increase available response units from four to six and improve the District's ability to meet NFPA standards, although it could also increase costs to the District. He concluded by reviewing four possible strategies to move closer to meeting those standards, including filling vacancies, negotiations, call reduction strategies, continued relationships with private ambulance transport agencies and pursuing grant funding. Commissioners entertained audience discussions. **INFORMATION ONLY. NO ACTION TAKEN.**

Commissioner Miano called for a 9-minute break at 3:31.

EXECUTIVE SESSION

Chairman Miano called for an Executive Session beginning at 3:40 p.m., expected to last for sixty-five minutes (65) minutes, returning at 4:45 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, and Fire Chief Justin Grider. At 4:45 p.m., Commissioner Miano extended the meeting an additional thirty (30) minutes, returning at 5:15 p.m. At 5:15 p.m., Commissioner Miano extended the meeting an additional thirty (30) minutes, returning at 5:45 p.m. Commissioner Miano called the meeting back into Regular Session at 5:45 p.m. No decisions were reached during the Executive Session.

ADJOURNMENT

Commissioner Miano called for adjournment at 5:45 p.m.

Bill Miano, Chairman

Michael Mingee, Vice Chairman

Jeffrey Nicholas, Commissioner

Attest:
Lori Coleman, District Secretary



CLALLAM COUNTY FIRE DISTRICT 3

Agenda Bill No: Consent 2

Subject: Approval of Claims and Payroll for the period ending Tuesday, June 16, 2026

Attachments: Accounts Payable Claims & Payroll Registers

Date: Tuesday, June 16, 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:		June 10, 2026
Totaling:	\$	926,564.85
Payroll EFTs and IRS Deposit for Maintenance Retroactive dated:		June 17, 2026
Totaling:	\$	7,339.02
Payroll EFTs and IRS Deposit for Monthly Draw and Quarterly Volunteer Points dated:		June 25, 2026
Totaling:	\$	23,731.12
Accounts Payable Claim Numbers:		113798-113834
dated:		June 16, 2026
Totaling:	\$	77,048.80
Total Accounts Payable Claims and Payroll:	\$	<u>1,034,683.79</u>

Recommended

Action: Recommended Motion:

Move to approve EFTs and Accounts Payable Claim Numbers: 113798-113834

For a Disbursement Grand Total of: \$ 1,034,683.79

CHECK REGISTER

Clallam County FD 3

Time: 11:16:25 Date: 06/04/2026

06/10/2026 To: 06/10/2026

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1259	06/10/2026	Payroll	2	EFT		13,668.91	May 2026 Payroll
1260	06/10/2026	Payroll	2	EFT		15,250.60	May 2026 Payroll
1261	06/10/2026	Payroll	2	EFT		10,320.74	May 2026 Payroll
1262	06/10/2026	Payroll	2	EFT		5,132.60	May 2026 Payroll
1263	06/10/2026	Payroll	2	EFT		4,667.19	May 2026 Payroll
1264	06/10/2026	Payroll	2	EFT		5,659.76	May 2026 Payroll
1265	06/10/2026	Payroll	2	EFT		9,013.45	May 2026 Payroll
1266	06/10/2026	Payroll	2	EFT		11,563.14	May 2026 Payroll
1267	06/10/2026	Payroll	2	EFT		5,742.84	May 2026 Payroll
1268	06/10/2026	Payroll	2	EFT		8,140.44	May 2026 Payroll
1269	06/10/2026	Payroll	2	EFT		5,217.89	May 2026 Payroll
1270	06/10/2026	Payroll	2	EFT		8,023.47	May 2026 Payroll
1271	06/10/2026	Payroll	2	EFT		5,267.79	May 2026 Payroll
1272	06/10/2026	Payroll	2	EFT		4,368.28	May 2026 Payroll
1273	06/10/2026	Payroll	2	EFT		6,626.05	May 2026 Payroll
1274	06/10/2026	Payroll	2	EFT		5,494.54	May 2026 Payroll
1275	06/10/2026	Payroll	2	EFT		8,709.65	May 2026 Payroll
1276	06/10/2026	Payroll	2	EFT		7,805.74	May 2026 Payroll
1277	06/10/2026	Payroll	2	EFT		6,429.61	May 2026 Payroll
1278	06/10/2026	Payroll	2	EFT		4,340.15	May 2026 Payroll
1279	06/10/2026	Payroll	2	EFT		14,265.07	May 2026 Payroll
1280	06/10/2026	Payroll	2	EFT		6,541.07	May 2026 Payroll
1281	06/10/2026	Payroll	2	EFT		6,722.36	May 2026 Payroll
1282	06/10/2026	Payroll	2	EFT		13,367.26	May 2026 Payroll
1283	06/10/2026	Payroll	2	EFT		7,190.79	May 2026 Payroll
1284	06/10/2026	Payroll	2	EFT		10,219.37	May 2026 Payroll
1285	06/10/2026	Payroll	2	EFT		3,207.20	May 2026 Payroll
1286	06/10/2026	Payroll	2	EFT		8,100.78	May 2026 Payroll
1287	06/10/2026	Payroll	2	EFT		15,761.89	May 2026 Payroll
1288	06/10/2026	Payroll	2	EFT		4,822.51	May 2026 Payroll
1289	06/10/2026	Payroll	2	EFT		9,802.11	May 2026 Payroll
1290	06/10/2026	Payroll	2	EFT		6,057.98	May 2026 Payroll
1291	06/10/2026	Payroll	2	EFT		963.93	May 2026 Payroll
1292	06/10/2026	Payroll	2	EFT		10,622.98	May 2026 Payroll
1293	06/10/2026	Payroll	2	EFT		11,401.92	May 2026 Payroll
1294	06/10/2026	Payroll	2	EFT		7,260.53	May 2026 Payroll
1295	06/10/2026	Payroll	2	EFT		10,926.58	May 2026 Payroll
1296	06/10/2026	Payroll	2	EFT		7,135.11	May 2026 Payroll
1297	06/10/2026	Payroll	2	EFT		9,621.19	May 2026 Payroll
1298	06/10/2026	Payroll	2	EFT		2,564.78	May 2026 Payroll
1299	06/10/2026	Payroll	2	EFT		4,328.30	May 2026 Payroll
1300	06/10/2026	Payroll	2	EFT		10,651.53	May 2026 Payroll
1301	06/10/2026	Payroll	2	EFT		6,989.70	May 2026 Payroll
1302	06/10/2026	Payroll	2	EFT		3,054.67	May 2026 Payroll
1303	06/10/2026	Payroll	2	EFT		1,620.02	May 2026 Payroll
1304	06/10/2026	Payroll	2	EFT		585.35	May 2026 Payroll
1305	06/10/2026	Payroll	2	EFT		5,746.99	May 2026 Payroll
1306	06/10/2026	Payroll	2	EFT		1,170.72	May 2026 Payroll
1307	06/10/2026	Payroll	2	EFT		5,677.29	May 2026 Payroll
1308	06/10/2026	Payroll	2	EFT		5,889.74	May 2026 Payroll
1309	06/10/2026	Payroll	2	EFT		7,842.37	May 2026 Payroll
1310	06/10/2026	Payroll	2	EFT		7,927.84	May 2026 Payroll
1311	06/10/2026	Payroll	2	EFT		6,617.02	May 2026 Payroll
1312	06/10/2026	Payroll	2	EFT		6,291.00	May 2026 Payroll
1313	06/10/2026	Payroll	2	EFT		5,332.71	May 2026 Payroll
1314	06/10/2026	Payroll	2	EFT		8,192.03	May 2026 Payroll
1315	06/10/2026	Payroll	2	EFT		7,156.97	May 2026 Payroll
1316	06/10/2026	Payroll	2	EFT		10,161.53	May 2026 Payroll
1317	06/10/2026	Payroll	2	EFT		4,620.45	May 2026 Payroll
1318	06/10/2026	Payroll	2	EFT		8,622.74	May 2026 Payroll

CHECK REGISTER

Clallam County FD 3

Time: 11:16:25 Date: 06/04/2026

06/10/2026 To: 06/10/2026

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1319	06/10/2026	Payroll	2	EFT		11,384.41	May 2026 Payroll
1320	06/10/2026	Payroll	2	EFT		4,628.89	May 2026 Payroll
1321	06/10/2026	Payroll	2	EFT		5,325.44	May 2026 Payroll
1322	06/10/2026	Payroll	2	EFT		4,827.40	May 2026 Payroll
1323	06/10/2026	Payroll	2	EFT		12,654.01	May 2026 Payroll
1324	06/10/2026	Payroll	2	EFT		1,136.01	May 2026 Payroll
1325	06/10/2026	Payroll	2	EFT		5,616.06	May 2026 Payroll
1326	06/10/2026	Payroll	2	EFT		9,515.17	May 2026 Payroll
1327	06/10/2026	Payroll	2	EFT		10,606.35	May 2026 Payroll
1328	06/10/2026	Payroll	2	EFT	AFLAC - HW462	213.64	Pay Cycle(s) 06/10/2026 To 06/10/2026 - AFLAC Pre-Tax
1329	06/10/2026	Payroll	2	EFT	BENEFIT SOLUTIONS INC	4,050.00	Pay Cycle(s) 06/10/2026 To 06/10/2026 - MERP
1330	06/10/2026	Payroll	2	EFT	DEPT OF RETIREMENT SYSTEMS - DC	20,166.72	Pay Cycle(s) 06/10/2026 To 06/10/2026 - DRS Def Comp; Pay Cycle(s) 06/10/2026 To 06/10/2026 - DRS Def Comp - ROTH
1331	06/10/2026	Payroll	2	EFT	DEPT OF RETIREMENT SYSTEMS - LEOFF	94,568.03	Pay Cycle(s) 06/10/2026 To 06/10/2026 - LEOFF 2
1332	06/10/2026	Payroll	2	EFT	DEPT OF RETIREMENT SYSTEMS - PERS	8,203.34	Pay Cycle(s) 06/10/2026 To 06/10/2026 - PERS2; Pay Cycle(s) 06/10/2026 To 06/10/2026 - PERS3
1333	06/10/2026	Payroll	2	EFT	DI MARTINO ASSOCIATES	4,493.85	Pay Cycle(s) 06/10/2026 To 06/10/2026 - Disability
1334	06/10/2026	Payroll	2	EFT	HRA VEBA TRUST CONTRIBUTIONS	6,950.00	Pay Cycle(s) 06/10/2026 To 06/10/2026 - HRA-VEBA
1335	06/10/2026	Payroll	2	EFT	I A FF LOCAL 2933	8,700.00	Pay Cycle(s) 06/10/2026 To 06/10/2026 - Local 2933 Dues
1336	06/10/2026	Payroll	2	EFT	IRS	113,391.51	941 Deposit for Pay Cycle(s) 06/10/2026 - 06/10/2026
1337	06/10/2026	Payroll	2	EFT	NATIONWIDE RETIREMENT SOLUTIONS	30,662.42	Pay Cycle(s) 06/10/2026 To 06/10/2026 - Nationwide DC - Regular; Pay Cycle(s) 06/10/2026 To 06/10/2026 - Nationwide DC - ROTH
1338	06/10/2026	Payroll	2	EFT	TRUSTEED PLANS - 69943	132,994.38	Pay Cycle(s) 06/10/2026 To 06/10/2026 - WFCA PPO-100; Pay Cycle(s) 06/10/2026 To 06/10/2026 - WFCA PPO-300; Pay Cycle(s) 06/10/2026 To 06/10/2026 - WFCA PPO PLUS; Pay Cycle(s) 06/10/2026 To 06/10/2026

001 Maintenance & Operations

926,564.85

926,564.85 Payroll: 926,564.85

CHECK REGISTER

Clallam County FD 3

Time: 12:07:40 Date: 06/09/2026

06/17/2026 To: 06/17/2026

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1341	06/17/2026	Payroll	2	EFT		1,416.20	Retro Pay - MM2933 Jan-Apr26
1342	06/17/2026	Payroll	2	EFT		1,379.70	Retro Pay - MM2933 Jan-Apr26
1343	06/17/2026	Payroll	2	EFT		1,520.40	Retro Pay - MM2933 Jan-Apr26
1344	06/17/2026	Payroll	2	EFT		1,137.40	Retro Pay - MM2933 Jan-Apr26
1345	06/17/2026	Payroll	2	EFT	DEPT OF RETIREMENT SYSTEMS - PERS	758.43	Pay Cycle(s) 06/17/2026 To 06/17/2026 - PERS2
1346	06/17/2026	Payroll	2	EFT	HRA VEBA TRUST CONTRIBUTIONS	29.00	Pay Cycle(s) 06/17/2026 To 06/17/2026 - HRA-VEBA Sick Converted (MM)
1347	06/17/2026	Payroll	2	EFT	IRS	1,097.89	941 Deposit for Pay Cycle(s) 06/17/2026 - 06/17/2026
001 Maintenance & Operations						7,339.02	
						7,339.02	Payroll: 7,339.02

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CHECK REGISTER

Clallam County FD 3

Time: 13:59:43 Date: 06/09/2026

06/25/2026 To: 06/25/2026

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1350	06/25/2026	Payroll	2	EFT		2,886.68	June 2026 Draw
1351	06/25/2026	Payroll	2	EFT		761.39	June 2026 Draw
1352	06/25/2026	Payroll	2	EFT		2,388.70	June 2026 Draw
1353	06/25/2026	Payroll	2	EFT		1,392.60	June 2026 Draw
1354	06/25/2026	Payroll	2	EFT		1,345.42	June 2026 Draw
1355	06/25/2026	Payroll	2	EFT		490.85	June 2026 Draw
1356	06/25/2026	Payroll	2	EFT		2,201.25	June 2026 Draw
1357	06/25/2026	Payroll	2	EFT		2,365.20	June 2026 Draw
1358	06/25/2026	Payroll	2	EFT		2,274.81	June 2026 Draw
1359	06/25/2026	Payroll	2	EFT		929.98	June 2026 Draw
1360	06/25/2026	Payroll	2	EFT		725.00	June 2026 Draw
1361	06/25/2026	Payroll	2	EFT		1,410.93	June 2026 Draw
1362	06/25/2026	Payroll	2	EFT		2,388.70	June 2026 Draw
1363	06/25/2026	Payroll	2	EFT	IRS	2,169.61	941 Deposit for Pay Cycle(s) 06/25/2026 - 06/25/2026

001 Maintenance & Operations

23,731.12

23,731.12 Payroll:

23,731.12

DRAFT

CHECK REGISTER

Clallam County FD 3

Time: 10:57:58 Date: 06/11/2026

06/16/2026 To: 06/16/2026

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1372	06/16/2026	Claims	1	113798	A-1 AUTO PARTS, INC	537.53	FireWise E-Track for Mounting Shelves; Shop ZipTies; Quil Brush Truck - Breakers; Stock Misc Electrical Connections; Stock Fuel Filters; D4 Serpentine Belt
1373	06/16/2026	Claims	1	113799	AT&T MOBILITY	92.59	Wireless Services
1374	06/16/2026	Claims	1	113800	BROWN & BROWN INSURANCE SERVICES INC	5,625.00	Workers Compensation Consulting 10.01.2025-10.01.2027 - Quarterly Fee
1375	06/16/2026	Claims	1	113801	CENTURYLINK QCC	7.55	Long Distance Phone Service
1376	06/16/2026	Claims	1	113802	CENTURYLINK	1,276.91	Landline Services
1377	06/16/2026	Claims	1	113803	CITY OF SEQUIM	887.29	ST34 Water and Sewer; 305 N 5th Ave House Water and Sewer
1378	06/16/2026	Claims	1	113804	C/O PORT ANGELES FIRE CLALLAM CO EMS COUNCIL	2,100.00	06-2026 EMS Council MPD Fees
1379	06/16/2026	Claims	1	113805	CLALLAM COUNTY PUD	1,402.33	ST34 Electricity; ST31 Electricity
1380	06/16/2026	Claims	1	113806	CO-OP FARM AND GARDEN, INC, THE	3,122.58	Gas/Diesel
1381	06/16/2026	Claims	1	113807	CP1, LLC	2,400.00	Admin Office Lease Ste C & E - Jul 2026
1382	06/16/2026	Claims	1	113808	EMS CONNECT, LLC	652.31	EMS/Fire Training Subscription - Jun 2026
1383	06/16/2026	Claims	1	113809	ERIC JACOBSON	1,654.80	IT Consulting Services - May 2026
1384	06/16/2026	Claims	1	113810	FIRE PROTECTION PUBLICATIONS	72.80	Fire & Emergency Services Company Officer Publications and Exam Prep
1385	06/16/2026	Claims	1	113811	GUARDIAN SECURITY SYSTEMS, INC.	813.76	Alarm Monitoring - ST37, ST33, ST34, and Shop
1386	06/16/2026	Claims	1	113812	HELPER TEK, LLC	1,851.30	IT Consulting Services - Jul 2026
1387	06/16/2026	Claims	1	113813	INSIGHT PUBLIC SECTOR, INC	571.73	Palo Alto Prisma Access Agent Software Security - 05.01.2026-01.12.2029
1388	06/16/2026	Claims	1	113814	JAY OEN MOTOR COMPANY	362.54	Joyce A41 - Thermostat and Water Pump; Gasket Return; Stock Antifreeze
1389	06/16/2026	Claims	1	113815	L.N.CURTIS & SONS	1,770.86	55 Gal Drum Fire Control Concentrate
1390	06/16/2026	Claims	1	113816	LIFE ASSIST, INC.	770.15	EMS Supplies
1391	06/16/2026	Claims	1	113817	Tristan E Lowman	238.87	Reimb Duty Boots
1392	06/16/2026	Claims	1	113818	MCKESSON MEDICAL SURGICAL	109.40	EMS Supplies; EMS Supplies
1393	06/16/2026	Claims	1	113819	OLYMPIC DISPOSAL MURREYS DISPOSAL COMPANY, INC	933.21	Shop/Classroom Garbage; ST34, ST33, Shop/Classroom Garbage; ST34 Garbage
1394	06/16/2026	Claims	1	113820	John T McKenzie	224.00	Meal per diem - 05.03.2026-05.08.2026 - Fire Investigation Conference
1395	06/16/2026	Claims	1	113821	OLYMPIC SPRINGS, INC.	32.42	Admin Office Water
1396	06/16/2026	Claims	1	113822	PACIFIC OFFICE EQUIPMENT, INC	332.38	Copier Contract Fees - Shop - 05.01.2026-05.31.2026; Copier Contract Fees - ST34 - 05.01.2026-05.31.2026; Copier Contract Fees - Admin - 05.01.2026-05.31.2026
1397	06/16/2026	Claims	1	113823	PALADIN BACKGROUND SCREENING LLP	255.92	Career Background - Waters
1398	06/16/2026	Claims	1	113824	PETROCARD INC.	5,760.07	Bulk Diesel; Bulk Gasoline/Diesel

CHECK REGISTER

Clallam County FD 3

Time: 10:57:58 Date: 06/11/2026

06/16/2026 To: 06/16/2026

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1399	06/16/2026	Claims	1	113825	PORT ANGELES POWER EQUIPMENT, INC.	91.94	Standard Blade
1400	06/16/2026	Claims	1	113826	SEATTLE AUTOMOTIVE DISTRIBUTING, INC	242.74	Joyce A41 Sensor; G33 Parts
1401	06/16/2026	Claims	1	113827	STATE AUDITOR'S OFFICE	3,950.80	2024 Accountability & Financial Audit Fees
1402	06/16/2026	Claims	1	113828	STRYKER SALES LLC	438.49	EMS Supplies
1403	06/16/2026	Claims	1	113829	SUMMIT LAW GROUP	17,451.54	Public Labor Law Update Annual Subscription - 03.05.2026-03.05.2027; Legal Services - Collective Bargaining - Apr 2026; Legal Services - General Labor - Apr 2026
1404	06/16/2026	Claims	1	113830	Jeremy R Stewart	195.00	Reimb Duty Boots (Initial Uniform)
1405	06/16/2026	Claims	1	113831	THOMAS BUILDING CENTER, INC	68.04	Lock Hardware; FireWise Fiskars Hookaroon
1406	06/16/2026	Claims	1	113832	US BANK-CREDIT CARD	20,309.97	2026-0525 US Bank Pcard Statement
1407	06/16/2026	Claims	1	113833	VESTIS GROUP, INC	101.80	Cleaning services - mats and laundry - Shop; Cleaning services - mats - ST34; Cleaning services - mats - ST37; Cleaning services - mats - ST33; Cleaning services - mats and laundry - Shop
1408	06/16/2026	Claims	1	113834	ZOLL MEDICAL CORPORATION	340.18	EMS Supplies
001 Maintenance & Operations						77,048.80	
						<u>77,048.80</u>	Claims: 77,048.80

DRAFT



Clallam County Fire District 3

Motto: Serve, Respect, Prevent, Protect



Battalion Chief's Report: 05/01/2026 - 05/31/2026

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

▪ **Battalion Chief Administrative Meetings:**

- Daily shift zoom meetings
- Commissioner Meeting 5/5/26
- BC Meeting 5/18/26

▪ **Administrative/Training Duties:**

- Telestaff Staffing & Callbacks
 - Mandatories: FF/EMT (0), FF/PM (0), Capt. (5), BC (3)
- (6) May training requests approved for upcoming classes/conferences
 - For line staff, admin, maintenance, and volunteers
- 2026 Quarter 2 Fire Training
 - Continue to coordinate locations and prop logistics
 - Work on credentials with VC Lovering
 - Coordinate Consistent Instructors for various topics
 - White: Bail Outs
 - Swanberg: Coordinating Wildland refresher
- 2026 Quarter 3 Fire Training Development
 - Meet with Lovering
 - EVIP
- 2025-01 B shift Probationary Firefighters
 - PFF Ben Frame-
 - Brush 34 Apparatus Test: 5/23/26
 - Brush 37 Apparatus Test: 5/29/26
 - Map Test 3: 5/29/26
 - Map Test 4: 5/29/26
 - PFF Elliot Nokes-
 - Brush 34 Apparatus Test 5/4/26
 - Brush 37 Apparatus Test 5/10/26
 - Map Test 5
 - Continued training and feedback from preceptors and officers

- 2026-01 B shift Probationary Firefighters
 - PFF Jeremy Stewart
 - Map Test 1: 5/29/26
 - M34A Apparatus Exam 4/29/26
- Kitsap County Regional Fire Academy 5/14/26
 - Attend Performance Review at Kitsap Training Grounds
 - Review 2 recruits' test scores and practical skills evals
 - Both excelling at skills and passing written tests
 - Continue to receive weekly updates and communicate with recruits
 - Liaison for dept questions and gear needs.
- Preparation for 2026-01 Firefighter Academy phase 2
 - 2 recruits graduate from Kitsap Academy on June 20
 - 2 weeks of CCFD#3 in house training before going to shift
 - 1 week EMS (Chief Jones coordinating)
 - 1 week Fire (Chief Anderson and AC Darling coordinating/delivering)
- Acting Battalion Chief Ride Time
 - T. Anderson 5/5/26
- Irrigation Festival Preparation and Deployment 5/9/26
 - Parade Brief- City of Sequim 0900
 - Develop staffing and apparatus plan with duty crews
 - Coordinate with Olympic Ambulance shift lead for planning.
- Preceptor/Probationary Procedure Focus Group Committee 5/11/26
 - Review deployed "End of Shift Eval" and make changes.
 - Approved by Capt. Lawson, Captain J. Hueter, and Captain Borggard
 - To go to Operations meeting for further discussion and approval.
- Public Safety Testing: Captain Testing
 - Meetings with Chief Hudson and Martin McFalls: 5/11/26
 - Meetings with BC Fox- Tactics: 5/15/26- 5/17/26
- Captain Testing- Holiday Inn Express 5/21/26
 - Assist BC Fox with development of Tactical scenario prior to test
 - Assist with scenario logistics during testing
- Sequim Junior Soccer Athlete Collapse/Community CPR/AED Save 5/17/26
 - Respond to call, coordinate logistics with family and SJS.
 - Obtain AED- Captain Swanberg able to retrieve and send data from call
 - Return AED and provide information to put their AED back in service
 - Spoke with hospital guild for possible donation opportunity
 - Coordination with Chief Grider for public recognition of citizens who assisted in the cardiac arrest save
 - Communicate with those involved for June 19th public event
- Discussion with Airport/Barnfather regarding possible training structure 5/28/26
- Blue Card Transition
 - All Captains previously assigned online training
 - Registered Acting Captains for online training

- Discussions on implantation and further training

- **B Shift Training/Activity:**
 - Probationary Training for Frame, Nokes, Stewart.
 - Engine Co Evolutions
 - Marina Firefighting
 - Wildland Refresher
 - Fire/EMS training as assigned in Target Solutions.

- **S. Anderson Training**
 - Kitsap Spring Training Conference 5/27-28
 - 6 sides of a building tactics- Walkowski
 - 4 P's of effective leadership- Ashby

- **Planning and On-Going projects:**
 - Work on Annual Report with EA Coleman.
 - 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.



Clallam County Fire District 3

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Jeffrey Nicholas
 Michael Mingee
 Bill Miano
Commissioners
 Justin Grider, Fire Chief

Battalion Chief's Report: 5/31/2026

Prepared by: Elliott C Jones, C-Platoon

May 2026

Count of Total Incidents

Count of Incidents

803

Responses 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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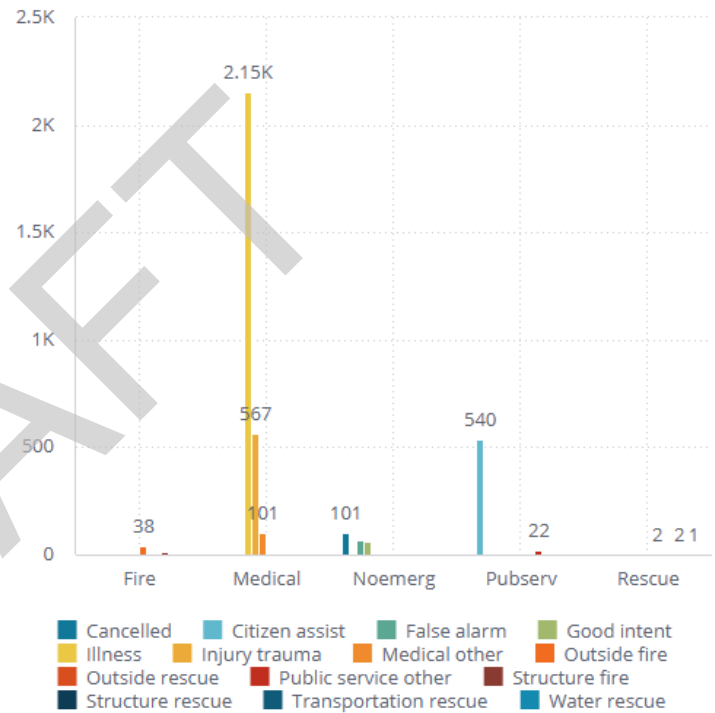
Justin Grider, Fire Chief

January 1st through April 30, 2026

Count of Total Incidents

Count of Incidents
3,865

Responses by Incident Type



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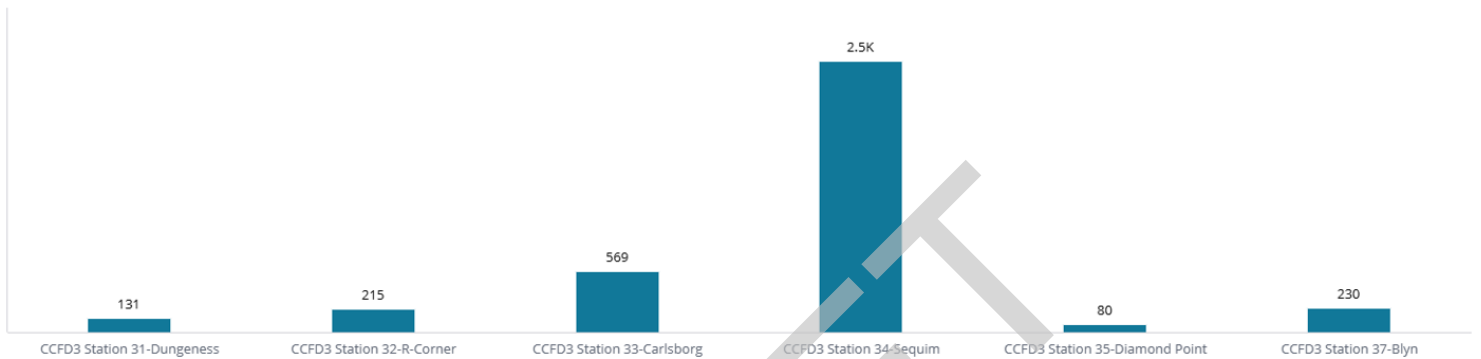
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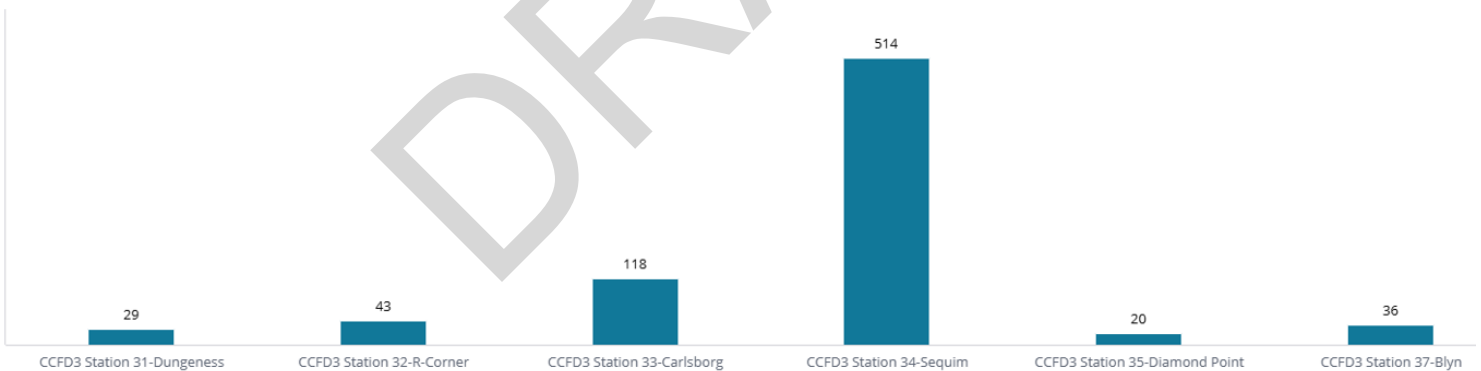
January 1- May 31, 2026

Incidents by Station



May 1- May 31, 2026

Incidents by Station



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Clallam County Fire District 3

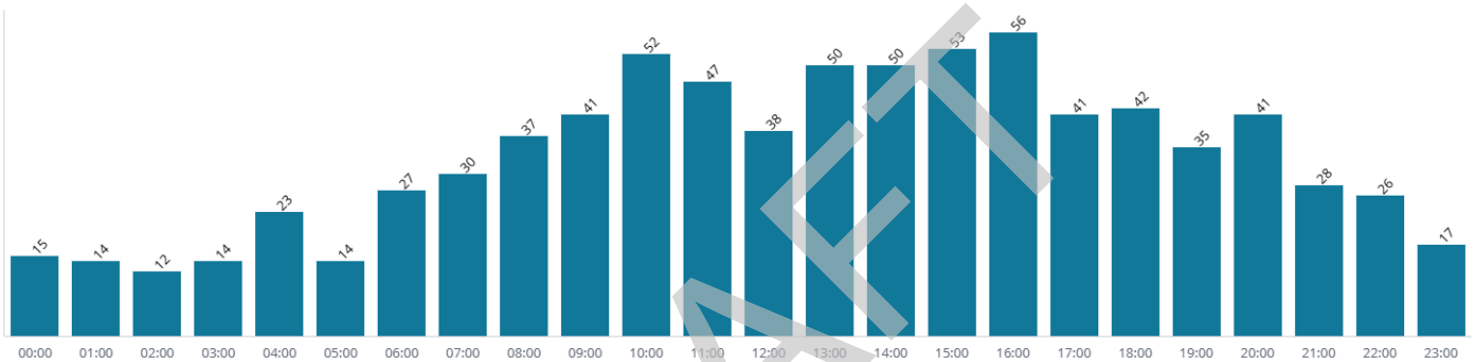
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May 2026: Calls Per Hour of the day

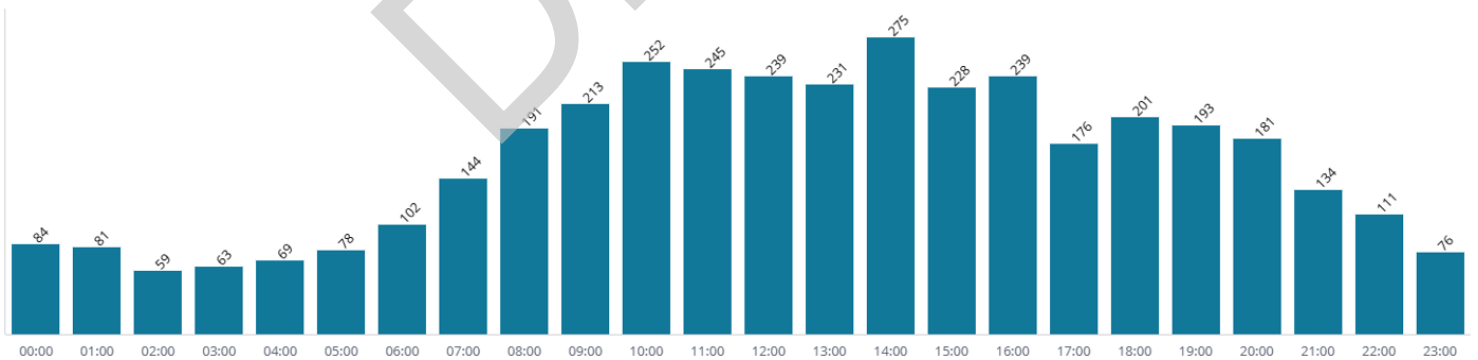
May 1 through May 31, 2026

Incident Count by Hour of Day



January 1 through April 30, 2026

Incident Count by Hour of Day



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May 2026

Transport Breakdown

Transport Disposition	Total Records	Percentage of Records
No Transport	112	21%
Patient Refused Transport	66	12%
Transport by Another EMS Unit	256	48%
Transport by Another EMS Unit, with a Member of This Crew	78	15%
Transport by This EMS Unit (This Crew Only)	18	3%
Grand Total	530	100%

May 2025

Transport Breakdown

Transport Disposition	Total Records	Percentage of Records
No Transport	121	24%
Patient Refused Transport	55	11%
Transport by Another EMS Unit	199	40%
Transport by Another EMS Unit, with a Member of This Crew	103	21%
Transport by This EMS Unit (This Crew Only)	23	5%
Grand Total	501	100%

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2025 Year

Transport Breakdown

Transport Disposition	Total Records	Percentage of Records
No Transport	635	25%
Patient Refused Transport	286	11%
Transport Unknown	5	0%
Transport by Another EMS Unit	902	35%
Transport by Another EMS Unit, with a Member of This Crew	635	25%
Transport by This EMS Unit (This Crew Only)	101	4%
Transport by This EMS Unit, with a Member of Another Crew	2	0%
Grand Total	2,566	100%

2026 Year

Transport Breakdown

Transport Disposition	Total Records	Percentage of Records
No Transport	520	21%
Non-Patient Transport (Not Otherwise Listed)	2	0%
Patient Refused Transport	333	13%
Transport by Another EMS Unit	1,065	43%
Transport by Another EMS Unit, with a Member of This Crew	458	18%
Transport by This EMS Unit (This Crew Only)	100	4%
Grand Total	2,478	100%

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Transport Dispositions

% of Transport Dispositions

65.44%

Total Transports **1,623**

Non-Transport Dispositions

% of Non-Transport Dispositions

34.56%

Total Non-Transport **857**

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

Click on the information icon on top right corner of the

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

Click on the information icon on top right corner of the

CCFD3 Activity Sheet

2026					2025			
Call Volume	Transports				Transports			Call Volume
	CCFD3	Oly only	Fire Rider		CCFD3	Oly Only	Fire Rider	
777	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	23	199	103	838
3865	100	1065	458		102	929	613	4052
-187	-2	136	-155					

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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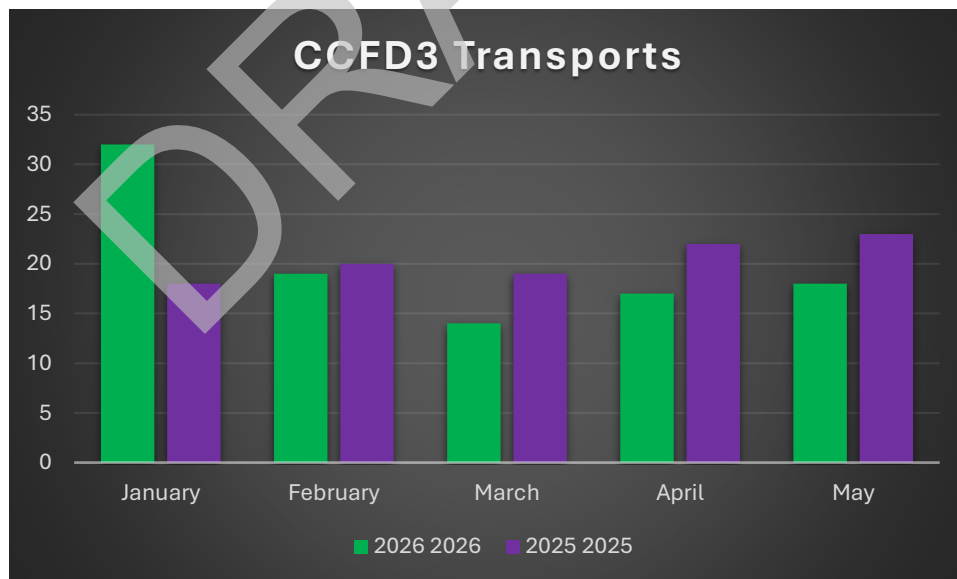
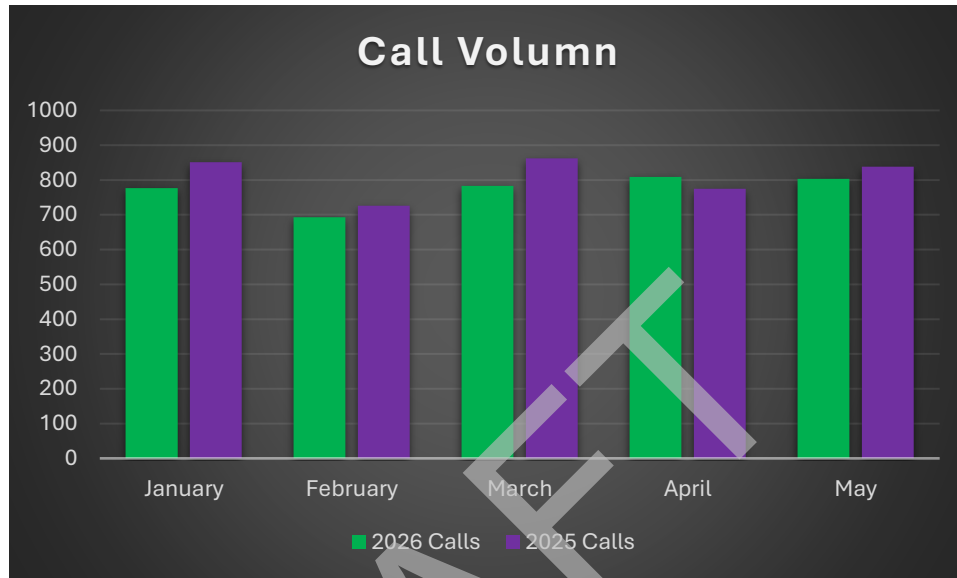
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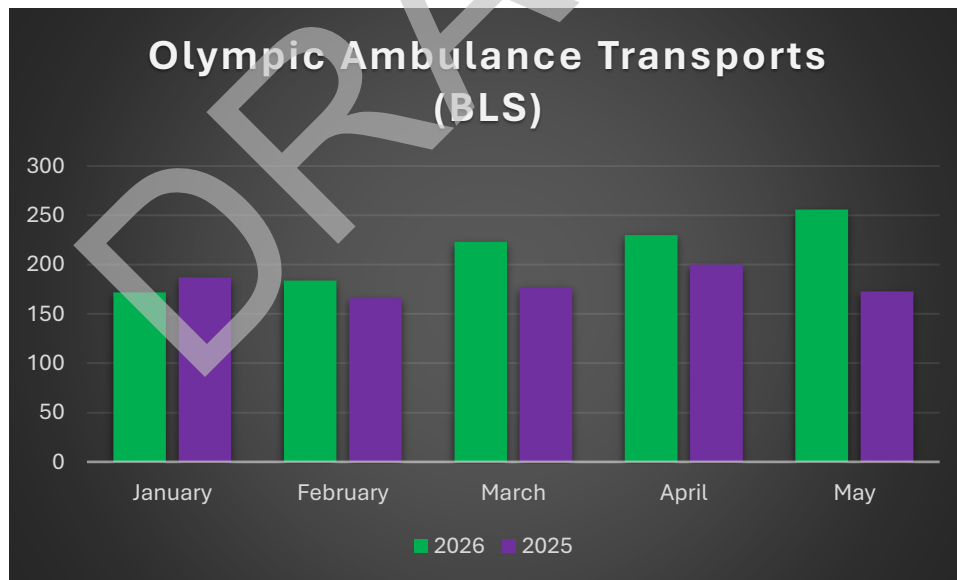
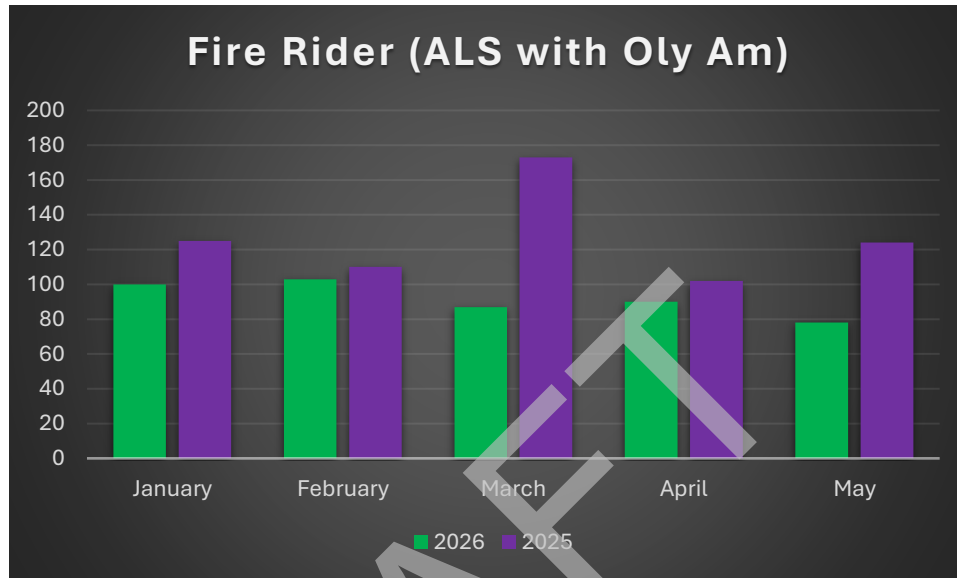
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○ Battalion Chief-EMS Administrative Meetings:

- 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:

- Completed Hand-off to Captain Albers of C-Platoon
- **A-Platoon** Projects List being updated
- 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
- Q2 Assessments of Probationary Firefighters

○ Continuing Education/Training:

- EMS Skill Sheets- in process
- 2026 2nd quarter OTEP continuing
- 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. Anderson

○



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Squad 34- MIH-Community Paramedicine

Update

Total CFS (YTD) for CP office	320
CFS from _May 1_ to _May 31_	57
Average (<i>dispatched</i>) calls per day	4.75
Average UHU per call	2.1
Quarterly encounters	146
Fire calls	4
911 assist/CPR calls	4
Calls in place of Shift crews	23
High Utilizers identified	3
Letters sent to High Utilizers	1
High Utilizers reduced	0
Quarterly EMS training complete	28%
Quarterly Fire/Rescue training complete	53%

Success stories from the MIH-CP office

He is working on getting a small group together including the MPD to attend a local training for the POCUS device and a program accreditation process to get the district certified within the state to hold one of the first, accreditations for our ultrasound program.

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CLALLAM COUNTY FIRE DISTRICT 3

Agenda Bill No. 1

Board of Commissioners meeting **6/16/2026**

To: Board of Commissioners
From: Fire Chief Justin Grider
Subject: 2026-05 Proclamation for Leonard Horst

Recommendation: Recommended Motion: to Approve Proclamation 2026-05 Recognizing the Service of Firefighter Paramedic Leonard Horst.

Background: FF/PM Horst has faithfully and selflessly served the Fire Service for 29 years with Clallam County Fire District 3. The District would like to recognize this service to the community through a Proclamation by the Board of Commissioners.

Discussion: TBD

Attachments: 2026-05 Proclamation – Leonard Horst

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 [2026-05]

WHEREAS, Leonard Lamar Horst has faithfully served the Clallam County Fire Protection District No. 3 for twenty-nine years and currently serves as Firefighter Paramedic for the District; and

WHEREAS, Leonard Lamar Horst began volunteering for Clallam County Fire Protection District No. 3 as a Firefighter/EMT on May 15, 1997; and

WHEREAS, Leonard Lamar Horst began working for Clallam County Fire Protection District No. 3 as a Firefighter/EMT on July 9, 2001; and

WHEREAS, Leonard Lamar Horst promoted to Firefighter Paramedic with the Clallam County Fire Protection District No. 3 on March 1, 2005; and

WHEREAS, Leonard Lamar Horst has selflessly served the Fire Service for twenty-nine years; and

WHEREAS, Leonard Lamar Horst has announced his retirement effective June 30, 2026; and

WHEREAS, recognition of members 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 the member has followed during their tenure; and

WHEREAS, Clallam County Fire Protection District No. 3 delivers service through the Core Values of: Unity, Compassion, Integrity, Courage and Honor, which this member has conveyed through their tenure; and

WHEREAS, Clallam County Fire Protection District No. 3 follows the Vision of: Service Driven Through Excellence and Innovation, which this member has strived for during their tenure; and

NOW, THEREFORE, we, the Board of Commissioners for Clallam County Fire Protection District No. 3, do hereby proclaim that Leonard Lamar Horst, retired effectively July 1, 2026, as a valued member of this organization; and

FURTHERMORE, Leonard Lamar Horst, will be considered a lifetime brother of the Fire Service and Clallam County Fire Protection District No. 3; and

BE IT FURTHER PROCLAIMED, that the Board of Commissioners of Clallam County Fire Protection District No. 3 expresses its appreciation to Leonard Lamar Horst for twenty-five years of faithful and dedicated service to fellow members and citizens of Clallam County Fire Protection District No. 3.

Signed, this 16, day of June 2026.

Bill Miano

Michael Mingee

Jeffrey Nicholas

CLALLAM COUNTY FIRE DISTRICT 3

Agenda Bill No. 2

Board of Commissioners meeting **6/16/2026**

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. 5th Avenue.

Background: The Board and Staff have discussed and reviewed different options and proposals for the lot and are prepared to take action. At the April 2, 2026, BOC meeting, this recommendation was brought forward; however, it lacked estimated costs in the proposal. This recommendation takes into account staff and equipment costs to raze the structures, fill, and fence with applicable permitting.

Discussion: Review and take action.

Attachments: Summary of previous meetings and proposals.

Alternatives: Commissioners could not accept Staff's 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 public's money.



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Bill Miano
Michael Mingee
Jeffrey Nicholas
Commissioners

Justin Grider, Fire Chief

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 a 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.

The estimated costs for conducting this work internally are ~\$110,000.00.

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

Sincerely,
Justin Grider, Fire Chief

CLALLAM COUNTY FIRE DISTRICT 3

Agenda Bill No. 3

Board of Commissioners meeting **6/16/2026**

To: Board of Commissioners

From: Fire Chief Justin Grider

Subject: Service Delivery

Recommendation: Information only.

Background: The Board has requested that staff bring information regarding an updated service delivery plan.

Discussion: There are four goals in our strategic plan. They are service delivery, communications, planning and professional development. Today the BOC will hear from Chief Grider regarding service delivery.

Attachments: Presentation will be forthcoming during the meeting.

Alternatives: TBD

Fiscal Considerations: None

Impact to the Community: The public is best served when the District continuously reviews its service delivery plan to meet community needs.