



Clallam County Fire District 3

Motto: Serve, Respect, Prevent and Protect

BOARD OF COMMISSIONERS – MEETING MINUTES

August 18th, 2026

Chairman Miano called the Board of Commissioners Meeting for Clallam County Fire District 3 to order at 1:00 p.m. via the Zoom App and in person at 255 Carlsborg Road in Sequim. Present were: Commissioners Bill Miano, and Mike Mingee (Commissioner Nicholas was absent), Fire Chief Justin Grider, Finance Manager Misty Shaw, District Secretary Lori Coleman, Battalion Chief Chris Turner, Captain Kjel Skov, Firefighter/Paramedics Brent Lovell, Jared Kneidl, Steve Oberly, and Hayden Pyle, Firefighter/EMTs Jon Donahue, Tanner Cupps (with baby Adeline), Jared Romberg, and Ryan Hueter, Maintenance Supervisor Tharin Huisman and citizen Jim Harte. Online were: Community Paramedic Mark Karjalainen, Firefighter/EMT Libby Swanberg and Bo Pinnell, Mechanic Brad Schroeder, Firefighter/Paramedic Jeremy Church, Reporter Matt Nash, and BS.

Changes to the Agenda – Move Agenda Bill 3 – HR Manager Employment Contract to after the Executive Session.

PUBLIC COMMENT –

One public comment was made:

Brent Lovell addressed call volume per provider. He compared the District's call statistics with those of other Washington fire agencies and expressed concern that increasing call volume warrants additional staffing. He reported that some agencies average as few as 114 calls per provider annually, while District providers average approximately 179 calls per provider. He stated that increasing staffing is necessary for the District to align more closely with the staffing ratios of larger departments. Mr. Lovell concluded by stating that he is actively seeking a lateral transfer to another department.

CONSENT AGENDA

- 1.) Regular Meeting Minutes, August 4th, 2026.
- 2.) Claims

Accounts Payable Claim check numbers 113936 through 113985 dated August 18, 2026, totaling \$478,844.97, Payroll EFTs and IRS Deposit for Monthly Draw and Quarterly Volunteer Points dated August 25, 2026, totaling \$55,241.81 and Payroll EFTs and IRS Deposit for Monthly Payroll dated August 10, 2026, , totaling \$999,217.67, for a disbursement grand total equaling \$1,533,304.45.

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

Next Meetings – September 1st, 2026 – Regular Board Meeting

Commissioner Mingee reminded staff that he wants to review the Apparatus Replacement plan soon and clarified with Chief Grider that he would hear from the committee regarding response redesign in September.

GOOD OF THE ORDER –**Finance Manager Misty Shaw reported –**

- That Commissioners had requested cost information related to renewing the District's insurance through Enduris. FM Shaw reported that vehicles that are covered for Liability only do not cost the District and that annual costs for staff cars and fire apparatus vary in pricing anywhere from \$23 to \$6,000 annually.

Chief Grider reported –

- That he has met with the City of Sequim, which is taking the lead on a gathering for the 25th anniversary of 9/11. This gathering will be on the morning of September 11, 2026; more information will be forthcoming.

Commissioner Mingee reported –

- He sent the fire chief an article from Fire Engineering regarding single-role responders, and he suggested that the chief share that with all staff.
- That he continues to encourage staff to continue discussing response models; he would like to see this fixed.
- Regarding staffing levels, he has sixteen (16) as his target goal per day for line staff; easy to say, harder to get to.

Battalion Chief Reports – BC Turner reported –

- Call volume was between 841-848 calls for the month of July.
- There were lots of Community Risk Reduction events in July.
- Active 911 services have been discontinued, and First Due is fully implemented for mobile responder notification.
- The District was awarded a grant through the DNR for \$25,000, and a tool cache has been purchased with these funds to support the Firewise Program.
- Force hires for July were one Firefighter/Paramedic, one Firefighter/EMT, and seven captains.
- Four members came off probation on August 1, 2027.
- There are three acting captains and one member pursuing their acting captain currently.
- BC Jones had a lot of stats and graphs in his report that included total calls, calls per hour of the day, Incident counts by hour, incidents by unit, and transports.
- Squad 34 – the community paramedic responded to fifty-two calls in July and has responded to four hundred thirty-seven for the year; this averages out to about 3.5 calls per day.

Agenda Bill 1: CIP S-02 option 1 – Station 33 Replacement – Commissioner Mingee reported that he and District staff continue to meet with Aetta Architects regarding the Station 33 replacement project. The project is currently on hold pending Board direction regarding funding. He reported that the current proposal is for an approximately 11,000-square-foot facility designed to accommodate the District's long-term space needs and anticipated growth in service demand. While the District could construct a smaller, approximately 7,500-square-foot station, that option would largely replace the existing Station 33 facility without adequately supporting future growth. Commissioner Mingee stated that the larger facility would exceed the District's current financial capacity. He presented the following alternatives for Board consideration: downsizing to a 7200 sq ft building, transferring funds from other capital projects or contingencies funds to

fill the gap, changing the project timeline to allow for increasing construction fund growth; allowing voters to approve being taxed to provide additional funding for long-term public safety infrastructure; or considering CIP S-02 option 2 – Station 33 relocation. Commissioner Mingee requested that the topic be brought back for discussion when all three commissioners are present so the Board may determine which option to pursue. **INFORMATION ONLY. NO ACTION TAKEN.**

Agenda Bill 2: Resolution 2026-02; Surplus Apparatus – Chief Grider reported that Deputy Chief Hudson and Maintenance Supervisor Tharin Huisman have identified four apparatus that can be surplussed. These include a 1992 Pierce Arrow Tender, a 1985 Pierce Arrow Pumper, a 1995 Seagrave Pumper, and a 1995 Ford/E-One pumper. Commissioner Mingee moved, and Commissioner Miano seconded, to approve Resolution 2026-02 to Surplus Apparatus. **INFORMATION ONLY. NO ACTION TAKEN.**

Commissioner Miano called for a 5-minute break at 2:00.

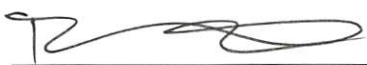
EXECUTIVE SESSION

1. Chairman Miano called for an Executive Session beginning at 2:15 p.m., expected to last for forty-five minutes (45) minutes, returning at 3:00 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, and Fire Chief Justin Grider. At 3:00, Commissioner Miano extended the Executive Session for five (5) minutes, returning at 3:05 p.m. Commissioner Miano called the meeting back into Regular Session at 3:05 p.m. No decisions were reached during the Executive Session.

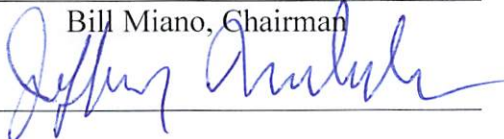
Agenda Bill 3: HR Manager Employment Contract – Commissioners reviewed the contract in Executive Session. Commissioner Mingee moved, and Commissioner Miano seconded to approve the contract as presented. **MOTION CARRIED.**

ADJOURNMENT

Commissioner Miano called for adjournment at 3:07 p.m.



Bill Miano, Chairman



Jeffrey Nicholas, Commissioner

Michael Mingee, Vice Chairman



Attest:

Lori Coleman, District Secretary