



Clallam County Fire District 3

Motto: Serve, Respect, Prevent and Protect

BOARD OF COMMISSIONERS - MEETING MINUTES

December 5, 2023

Chair Miano called the Board of Commissioners Special Meeting for Clallam County Fire District 3 to order at 1:01 p.m. via the Zoom App and in person at 255 Carlsborg Road in Sequim. Present were: Commissioners Bill Miano, Michael Mingee, and Jeffrey Nicholas, Chief Dan Orr, Deputy Chief Tony Hudson, Executive Assistant Lori Coleman, Finance Manager Alwynn Whitaker, Admin Specialist Caity Karapostoles, Captain Kolby Konopaski, Firefighter Scott Dickson, CCFD3 Captain, Citizens Jeremy, Duane and Ernylee Chamlee, Leahcim Yelwag, and Mel Fisher.

PUBLIC COMMENT – None

CONSENT AGENDA

- 1.) Special Meeting Minutes, November 13th, 2023, 1:00pm
- 2.) Special Meeting Minutes, November 13th, 2023, 6:00pm
- 3.) Special Meeting Minutes, November 14th, 2023
- 4.) Special Meeting Minutes, November 20th, 2023
- 5.) Claims and Payroll –
 - a. Accounts Payable Claim check numbers 111640 through 111673 dated December 5th, 2023, totaling \$112,118.65; Payroll EFT's and IRS deposit Monthly Payroll Draw dated November 24th, 2023, in the amount of \$25,221.49 for a disbursement grand total equaling \$137,340.14.

Commissioner Nicholas moved to approve the Consent Agenda with amendments and commissioner Mingee seconded. **MOTION CARRIED.**

Chief's Report – Fire Chief Dan Orr reported:

- Three of the probationary firefighters will be going to the Washington State Fire Academy in January.
- Staff are still waiting for the cities to finalize their budgets to see if a shared full-time fire prevention employee will be approved.
- The “Boys in the Boat” movie premier is to be held on 12/8/2023 at the Deer Park Cinemas; this production is much less of an ordeal than originally believed to be. CERT will be helping with parking logistics because they will be transporting citizens from Sequim to the theatre and back.

- Olympic Ambulance dedicated unit trial is underway. Members can see unit availability using mobile and the CrewForce App.
- Home Depot and our staff have collaborated to clarify response expectations, addressing concerns about blocked entrances during the holidays. The aim is to deter break-ins and theft, although these barricades pose a challenge for incident response.
- Commissioners asked that the Districts Facebook page have comments removed and staff report, that has been done. This was done to keep up with recommendations for best practices to protect the District's social media outlets.
- Staff have reached out to the person the Mechanic position was offered to and were assured that a February 1st start date should be able to be achieved.
- January 12th, 2024 marks the 1-year anniversary of Captain Cate's passing. Staff are working on an event to honor this anniversary.
- The Finance Manager position will close 12/11/2023; at this time, there is one applicant.
- Staff are actively engaged in securing a USDA Grant with the goal of obtaining nearly \$500,000. This grant is intended to supplement budgeted costs for apparatus replacements.

Deputy Chief's Report – Deputy Chief Tony Hudson reported:

- Staff are researching options to re-chassis Tender 33 that was previously surplus by the Board. A new Tender is roughly \$600,000 and staff believe that this would be a way better route to go financially.
- Telestaff auctions for line staff are underway, Captain Swanberg has been keeping a close eye on this and he and DC Hudson will double check everything when the first round of auctions are complete.
- Conditional Use Permit (CUP) for TOC is complete.
- A Brush Truck box and chassis and two Engines have been ordered. Staff went to South Dakota on November 2nd for a pre-build meeting for the Engines.
- IT Staff are attending a Security Awareness Training coming up.

Agenda Bill 1: None**EXECUTIVE SESSION**

Chairman Miano called for an Executive Session beginning at 1:24 p.m., expected to last for 66 minutes under RCW 42.30.110 (g) to review the performance of a public employee and 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). In attendance were: Commissioners Miano, Nicholas and Mingee, Interim Fire Chief and Deputy Chief Hudson. At 2:30 p.m. Chairman Miano extended the meeting for an additional 10 minutes. At 2:40 p.m. Chairman Miano extended the meeting for an additional 2 minutes. At 2:42 pm Chairman Miano called the meeting back into Regular Session. No decisions were reached during the Executive Session.

GOOD OF THE ORDER –

- Commissioner Miano reported that the Cities have recently had issues with disruptive attendees, and commissioners and staff are proactively reviewing policies as to how to deal with this if it happens to the District.

NEXT MEETINGS –

12/19/2023 – Regular Board Meeting

TBD – for Joint County Meeting

1/25/2024 for North Olympic Peninsula Commissioners Meeting

ADJOURNMENT

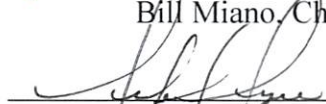
Chair Miano called for adjournment at 2:42 p.m.



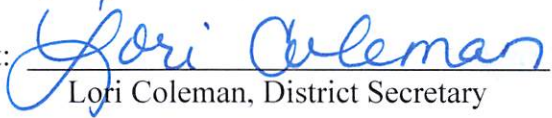
Bill Miano, Chairman



Jeffrey Nicholas, Vice Chairman



Michael Mingee, Commissioner

Attest: 
Lori Coleman, District Secretary