



Jefferson County Fire Protection District No. 2

Commissioner Marcia Kelbon

Commissioner Melody Bacchus

Board Chair

Commissioner Art Frank

P.O. Box 433, Quilcene, WA 98376 ■ 360-765-3333

**MINUTES of the SPECIAL MEETING of the BOARD OF FIRE COMMISSIONERS
of JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 2
held at BOB WILSON STATION 21 in QUILCENE, WA
on JUNE 1, 2026, at 6:00 p.m.**

**in JOINT SESSION with the BOARD OF FIRE COMMISSIONERS
of JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 4
and JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 5**

ATTENDANCE DISTRICT 2

Commissioner/Chair Kelbon	Secretary Rewitzer	FF/EMT T. Svetich
Commissioner Bacchus	Admin. Assist. Brush	FF/EMT B. Matheson
Commissioner Frank	Lt. Winn	E.A. Neuenschwander (Zoom)
Chief McKern	Lt. Singleton	Deputy Chief D. Svetich, ret. (Zoom)

ATTENDANCE DISTRICT 4

Commissioner/Chair Matheson	Secretary C. Manly	FF/EMT Rubal
Commissioner Gleason	Lt. J. Ellis	FF/EMT Dotson
Commissioner Ventura	Lt. C. Dolan	P. Dolan (Zoom)
Chief T. Manly	Lt. Mann	Admin. Assist. B. Ellis (Zoom)

ATTENDANCE DISTRICT 5

Commissioner C. Carson
Commissioner Kessler (Zoom)
Chief Knoepfle (Zoom)

ATTENDANCE OTHER

Dr. David Carlbom (Zoom)
Alex Morris (Zoom)

CALL TO ORDER

Commissioner Kelbon called the meeting to order at 6:00 p.m. and confirmed a quorum for Districts 2 (Quilcene), 4 (Brinnon), and 5 (Discovery Bay).

PLEDGE OF ALLEGIANCE

Lt. Winn led the pledge.

PUBLIC COMMENTS

Union leadership expressed strong support for the regional Advanced Life Support (ALS) program and requested continuous collaboration.

DISCUSSION: REGIONAL ALS PROGRAM

Dr. David Carlbom, Medical Program Director for Jefferson County, presented a vision and data for a joint paramedicine program serving South Jefferson County:

- **Philosophy:** EMS exists to improve community health across pre-event, event, navigation, and recovery phases.

- **Training Volume:** Dr. Carlbom outlined standard training expectations including 1,000 patient contacts, 300 team-leader roles, 500 IVs, and 60 intubations.
- **Experience vs. Survival:** Data shows fewer paramedics working per capita yields higher cardiac arrest survival rates due to increased individual repetitions and experience.
- **Competency Model:** Proposed daily shift-start simulations (airway management, pediatric care) to mitigate low local call volumes and erase the regional healthcare equity gap. Outcome tracking should measure patient-centered results over response times.
- **Slide Deck Reference:** Commissioners emphasized that the exact metrics from Dr. Carlbom's slide deck serve as the essential foundation and target standard for the program. Dr. Carlbom agreed to distribute the slide deck as a vital reference document for the districts to use during program development.

Program Governance & Financial Structure

- **Administrative Roles:** Preliminary alignment assigns Quilcene to handle financials, Brinnon to serve as the employer of record, and Chief Tim Manly (Brinnon) to act as the Medical Services Officer (MSO).
- **Discovery Bay Financial Contribution:** Governance consensus requires a non-zero financial contribution from Discovery Bay to justify a seat at the table and enable future voter levy options. A 1% contribution (roughly \$20,000 over 3 years) was proposed.
- **Financial Split:** Overarching remaining program costs are projected as a 50-50 split between Quilcene and Brinnon.

Funding & Interagency Support

- **State HCA Grant:** Highly promising conversations have occurred regarding a \$2 million grant spanning three years. The boards must gather formal letters of support from county commissioners, state representatives, and senators.
- **Federal SAFER Grant:** Advised against for the current cycle due to a tight deadline (June 22nd), a \$4,000 application cost, rigid firefighter-specific rules (ignoring EMS components), and a reduction to a 51-49 funding split.

Timelines and Legal Action Items

- **Operational Timeline:** Realistically, securing the regional ALS license from the Department of Health (DOH) will extend to January, putting paramedics on the road by April 1st, 2027. Brinnon confirmed they already possess a valid DEA license.
- **Legal Fees:** The legal bill from attorney Brian Snure for the Interlocal Agreement (ILA) drafting work will be split equally 3 ways among the participating agencies.
- **Next Steps:** Chiefs will connect with legal counsel to revise the initial structural draft into an "empty vessel" ILA pending funding. Union partners will assist in gathering grant support letters.

Joint Communications Policy

- **Transparency Protocol:** To protect the districts, the chiefs agreed to implement a joint communication layout. No press releases or social media updates will be released to the public unless all boards are notified and in agreement beforehand.

DISCUSSION: FIREFIGHTER BACKFILL INTERLOCAL AGREEMENT

The Boards of Quilcene and Brinnon revisited an interlocal agreement proposal introduced last year to share staff during shortages. Quilcene projects thin staffing for the month of June due to medical and personal leaves. The redlined agreement authorizes a firefighter from one agency to voluntarily fill a shift at another agency experiencing a shortage. Burdened labor costs would be borne by the agency in need. Brinnon will place the agreement on their next meeting agenda to

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consider ratification. Quilcene will need time to review as their commissioners only just received **A REVISED** the document.

ADJOURNMENT

Agreement to meet again on July 6, 2026, at 6:00 p.m., at Station 21 in Quilcene, WA.

Commissioner Kelbon called for the Board of District 2 to temporarily recess. The Boards of Districts 4 and 5 moved to adjourn at 7:15 p.m.

Chair Kelbon called the Board of District 2 back in session at 7:21 p.m. A 10-minute Executive Session was called by Commissioner Kelbon at 7:21 p.m. per RCW 32.30.110(1)(g) to review the performance of a public employee. The Executive Session was extended an additional 10 minutes at 7:31 p.m. The meeting was called back to order at 7:41 p.m. No action was taken.

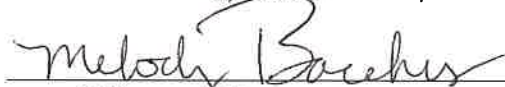
Commissioner Kelbon moved to adjourn the meeting at 7:41 p.m. Commissioner Frank seconded. The motion carried.

APPROVED this 15 day of JUNE, 2026 by the Board of Fire Commissioners of Jefferson County Fire Protection District No. 2, then signed by those members present at the meeting:

BOARD OF FIRE COMMISSIONERS
JEFFERSON CO. FIRE PROTECTION DIST. #2



MARCIA KELBON, Commissioner/Chair



MELODY BACCHUS, Commissioner

ATTEST:



ROBERT REWITZER, District Secretary



ART FRANK, Commissioner