



Jefferson County Fire Protection District No. 2

Commissioner Marcia Kelbon
Board Chair
P.O. Box 433, Quilcene, WA 98376 ■ 360-765-3333

Commissioner Melody Bacchus
Commissioner Art Frank

MINUTES of the REGULAR MEETING of the BOARD OF FIRE COMMISSIONERS held at BOB WILSON STATION 21 in QUILCENE, WA on July 20, 2026

ATTENDANCE:

Commissioner/Chair Kelbon
Commissioner Bacchus
Commissioner Frank
Chief McKern (via Teams)
District Secretary Rewitzer
Deputy Chief D. Svetich, ret.
Capt. McCrehin
Lt. Winn
Lt. Singleton (via Teams)

FF/EMT T. Svetich
FF/EMT Torres
Capt. Grooms
Administrative Assistant Brush
Chris Dolan
Pilar Dolan
Antonio Rubal (via Teams)
Jacob Ellis (via Teams)
Henry Brebberman (via Teams)

CALL TO ORDER:

Commissioner Kelbon called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE:

Lt. Winn led the Pledge of Allegiance.

PUBLIC COMMENTS:

Lt. Winn noted that Union members were present to show their support for the Firefighter Backfill Interlocal Agreement.

APPROVAL OF AGENDA:

Commissioner Kelbon moved, and Commissioner Bacchus seconded, to approve the agenda. The motion carried unanimously.

APPROVAL OF MINUTES:

Commissioner Kelbon moved, and Commissioner Frank seconded, to approve the minutes from the following meetings:

- June 15, 2026 Regular Meeting
- June 30, 2026 Special Meeting
- July 6, 2026 Special Meeting (Joint Board Meeting) with edits to Section 2.3 and Exhibit A 1.3.

The motion carried unanimously.

APPROVAL OF VOUCHERS:

The Board reviewed the vouchers prior to the meeting. Commissioner Kelbon moved, and Commissioner Bacchus seconded, to approve vouchers totaling \$168,812.75 The motion carried unanimously.

REPORTS:

The Board reviewed the Monthly Fire Chief's Report, Treasurer's Report, and Budget Position Report in advance. Additional updates included:

- **Lt. Winn:** Provided an update on the installation of new security cameras at Station 21, citing that the work will be completed in August.

- **Commissioner Kelbon:** Led a discussion on the differences between the FIIRE Program grant, DOH Workforce grant, and Rural Health Transformation (RHT) Program. Chief McKern noted that any grants for the RHT Program should become available in October or November 2026.
- **Secretary Rewitzer:** Noted the ongoing challenges of filing excise tax with DOR for CPR classes and explained the associated changes to accounting processes. Also noted the District received its timber payment of \$236,542 for Last Crocker Sorts; an upcoming timber payment estimated at \$55,000 for Maladjusted; the District's current financial status; and the discussion and decisions that will follow the completion of the Reserve Study.

CORRESPONDENCE:

No correspondence received.

UNFINISHED BUSINESS:

1. **DNR Trust Lands:** Sec'y Rewitzer noted that the District does not expect any additional timber payments in 2026 beyond Last Crocker Sorts and Maladjusted.
2. **Regional ALS Program:** Commissioner Kelbon led a discussion regarding the Regional ALS Program and the importance of staying focused on the bigger picture. Commissioner Kelbon recommended including Attorney Snure in the next Joint Board Meeting on August 10, 2026. Sec'y Rewitzer led a discussion regarding the document he drafted regarding Regional ALS, an alternative option of a Segmented Service-Delivery ILA, and the implications of District 2 as the financial agent. Commissioner Frank noted that much had changed since Regional ALS discussions began and how the role of fiscal agent could change depending on access to grant funding. All Commissioners agreed to include Snure in the August 10 meeting to work through details of the program.
3. **District Funding:** Commissioner Kelbon noted online discussion regarding the upcoming Primary Election. Chief McKern noted that he received one call from a District resident who received the Quilcene Emergency Volunteers Association mailer which promoted calling McKern with any questions.
4. **Firefighter Backfill Interlocal Agreement:** Commissioner Kelbon led a discussion regarding the wage data from the Quilcene and Brinnon CBAs. Commissioner Frank noted it would be sensible to provide the loaded rate and led a discussion regarding the implications of "other required employment costs" in Section 2. Chris Dolan noted Chief Manly's ability to approve minor changes in the ILA without additional approval from Brinnon's Board of Fire Commissioners. Commissioner Kelbon moved, and Commissioner Bacchus seconded, to approve the ILA with an edit to remove "other required employment" from Section 2 so that it reads, "Reimbursable costs may include wages, overtime, employment taxes, workers' compensation, and LEOFF retirement costs directly associated with the approved TDA." The motion carried unanimously. Commissioner Frank recommended that Chief McKern and Sec'y Rewitzer work directly with Chief Manly to sign the ILA.

NEW BUSINESS:

1. **Resolution 2026-006 – Budget Amendment:** Sec'y Rewitzer led a discussion regarding the grant from the Washington State Department of Natural Resources (DNR) to upfit and outfit the wildland fire brush truck recently acquired through the DNR surplus program. The resolution formally amends the 2026 budget baseline to recognize this unanticipated revenue and authorize the corresponding expenditures, ensuring accurate and transparent financial record with a \$0.00 net impact to District funds. Commissioner Kelbon moved, and Commissioner Bacchus seconded, to approve Resolution 2026-006, amending the 2026 annual budget to recognize \$19,604 in

unanticipated grant revenue and authorize the corresponding expenditures. The motion carried unanimously.

EXECUTIVE SESSION:

A 13-minute Executive Session was called by Commissioner Kelbon at 7:32 p.m. per RCW 42.30.110(1)(g) to review the performance of a public employee. The Executive Session was extended for an additional 10 minutes at 7:45 p.m. and an additional 5 minutes at 7:55 p.m. The meeting was called back to order at 8:00 p.m. No action was taken.

GOOD OF THE ORDER:

There was no discussion.

ADJOURNMENT:

The meeting adjourned at 8:01 p.m.

ATTACHMENTS:

General Certificate for Claims:	7/2/2026 Payroll Check Register 7/20/2026 Claims Check Register
Reports:	June 2026 Monthly Fire Chief's Report June 2026 Treasurer's Report
Resolutions:	2026-006 Amending the 2026 Annual Budget to Accommodate Unanticipated Grant Revenue and Authorizing Corresponding Expenditures

APPROVED this _____ day of _____, 20____ 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

ATTEST:

MELODY BACCHUS, Commissioner

ROBERT REWITZER, District Secretary

ART FRANK, Commissioner