



Jefferson County Fire Protection District No. 2

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

Commissioner Herbert Beck
Commissioner Melody Bacchus

MINUTES

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

June 20, 2022, 7:00 p.m.

Station 21 and on Zoom

ATTENDANCE:

Commissioner/Chair Art Frank – In Person
Commissioner Melody Bacchus – In Person
Commissioner Marcia Kelbon – In Person
District Secretary Robert Rewitzer – In Person
Chief Tim McKern – In Person
Deputy Chief Don Svetich – In Person
Executive Assistant David Neuenschwander – In Person
Lt. Kevin Winn – In Person
Volunteer Zak Torres – In Person
Volunteer Thane Grooms – In Person
PUD Commissioner Dan Toepper – In Person

CALL TO ORDER:

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

PLEDGE OF ALLEGIANCE:

Volunteer Thane Grooms led the pledge.

PUBLIC COMMENTS:

No comments received.

BUSINESS RELATED TO THE BOARD FOR VOLUNTEER FF/PENSION & RELIEF:

Josh Dyer applied to be a volunteer responder. Dyer is currently a wildland firefighter with the US Forest Service. Dyer lives in Quilcene, would be available to respond except during wildfire season, and already has EMT certification. Chief McKern and Deputy Chief Svetich recommended Dyer be added as a member. Commissioner Frank moved to add Dyer to the rolls. Commissioner Bacchus seconded. The motion carried.

APPROVAL OF AGENDA:

Commissioner Frank moved to accept the agenda with the addition of New Business item 4: EMT School. Commissioner Bacchus seconded. The motion carried.

APPROVAL OF MINUTES:

Commissioners reviewed the minutes of the May 16, 2022 Regular Meeting and the June 6, 2022 Special Meeting. Commissioner Frank moved to accept minutes of both meetings. Commissioner Bacchus seconded. The motion carried.

APPROVAL OF VOUCHERS:

Commissioners reviewed the vouchers. Commissioner Frank moved to approve the vouchers totaling \$63,308.16. Commissioner Kelbon seconded. The motion carried.

MONTHLY REPORTS:

- **Monthly Financial Report** – Commissioners were provided with the Treasurer’s Report and the Budget Position report. District Secretary Rewitzer reported that Fire Suppression and EMS Operations expenditures were holding at 39% with 42% of the year elapsed. Explanations were provided for line items with higher expenditures. Secretary Rewitzer reported the US Bank account issues have been satisfactorily resolved and provided an account balance update.
- **Accounting System Report** – Executive Assistant Neuenschwander provided a BIAS system update as well as information concerning the District’s investments.
- **Chief’s and Officer’s Reports** – Chief McKern provided a status update. Discussion involved the Gravel Unravel bicycle race event, upcoming infection control training, CrewForce CAD application, and CPR instructor training.
- **District Secretary’s Report** – District Secretary Rewitzer provided a status update. Discussion involved the District’s 2021 Annual Financial Report to the State Auditor’s Office, resolution of US Bank account issues, and upcoming Medicare Ground Ambulance Data Collection requirements.

CORRESPONDENCE:

The IRS sent a notice of overdue taxes in the amount of \$1,012.00 for December 31, 2019. Executive Assistant David Neuenschwander has researched the issue and contends the District does not owe any taxes. District Secretary Rewitzer faxed a response to the IRS disputing the notice.

UNFINISHED BUSINESS:

1. **Station 22** – Members continue to explore paving and grading options.
2. **Water Tank** – Tabled for a future meeting.

NEW BUSINESS:

1. **Letter to BOCC Regarding Timber Sales** – Discussion involved the Washington Department of Natural Resources (DNR) planned timber sale auction (#102261) of forest trust land units known as “Penny Wise” located within the District. The timber sale was projected to generate \$1.2 million of revenue, with the District potentially

receiving \$163K. The Jefferson County Board of Commissioners (BOCC) asked the DNR to defer or halt the timber sale.

Commissioners reviewed a letter prepared by Commissioner Kelbon to request the BOCC rescind their request. Commissioner Frank moved to send the letter.

Commissioner Kelbon seconded. The motion carried. The District Secretary was directed to send copies of the letter by certified mail to Washington State Commissioner of Public Lands Hilary S. Franz and DNR Olympic Region Manager Mona Griswold.

- 2. Declaration of Surplus Real Property** – Discussion involved a 50' x 75' parcel of property owned by the District at the intersection of Thorndyke Road and Sea Home Road (parcel 992600053). Commissioners directed staff to explore whether there exists a potential use for the property such as water storage. Tabled for a future meeting.

- 3. Replacement of Ambulance Cots and Stair Chairs** – Discussion involved replacement of the cot and chair equipment in the District's two ambulances. Current equipment is at end of life and wear and tear has adversely affected functionality. Newer technology includes loading systems that eliminate lifting by responders. Responders currently must hold the weight of a patient and cot during loading. Responders have suffered lifting injuries and some responders are not physically capable of loading. A quote from Stryker for cots, chairs, and loading systems for both ambulances was \$120,627. The vendor is currently offering a five-year no interest payment plan.

Commissioners reviewed the proposal and found the new loading system's potential to prevent responder injuries to be compelling. The information from Stryker was not clear regarding the cost and duration of the annual service and maintenance or whether a cash discount was available. Commissioner Frank moved to authorize the Fire Chief to order the cots, stair chairs, and loading systems from Stryker for an amount not to exceed \$121,000 provided that the Fire Chief should first clarify the cost and extent of the annual service and maintenance plan and whether a cash discount is available, to the satisfaction and agreement of the Board Chair. Commissioner Bacchus seconded. The motion carried.

- 4. EMT School** – Discussion involved the cost of EMT training for new volunteers who leave service during or shortly after training. Commissioners directed staff to explore whether there are ways to mitigate that occurrence such as service requirements or commitments. Tabled for a future meeting.

SEMINARS/CONFERENCES/CONFERENCES/SPECIAL EVENTS:

Commissioners discussed and agreed that the August regular meeting of the Board of Fire Commissioners should occur at the Coyle Community Center.

GOOD OF THE ORDER:

PUD Commissioner Dan Toepper provided a Public Utility District status update.

ADJOURNMENT:

The meeting was adjourned at 8:24 p.m.

ATTACHMENTS:

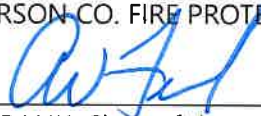
General Certificate for Claims: Payroll Check/Warrant Register dated 6/1/2022
Claims Check/Warrant Register dated 6/20/2022

Reports: May 2022 Treasurer's Report
Monthly Fire Chief's Report

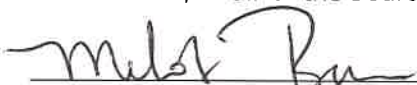
Correspondence: Letter to BOCC Regarding Timber Sales

APPROVED this 18 day of JULY, 2022 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



ART FRANK, Chair of the Board



MELODY BACCHUS, Commissioner



MARCIA KELBON, Commissioner

ATTEST:



ROBERT REWITZER, District Secretary

CHECK REGISTER

Jefferson County Fire Distr #2

Time: 09:42:48 Date: 06/01/2022

06/01/2022 To: 06/01/2022

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
320	06/01/2022	Payroll	20	EFT	WA Dept of Retirement Systems	17.35	Amt Due for 12/2020 Variance
323	06/01/2022	Payroll	20	EFT	Lynn Cassella-Blackburn	1,750.82	2022.06 Payroll
326	06/01/2022	Payroll	20	EFT	Kimberly Kinser	348.07	2022.06 Payroll
327	06/01/2022	Payroll	20	EFT	Mark A McCrehin	3,664.32	2022.06 Payroll
328	06/01/2022	Payroll	20	EFT	Timothy M McKern	6,314.90	2022.06 Payroll
330	06/01/2022	Payroll	20	EFT	Robert J Rewitzer	1,800.00	2022.06 Payroll
331	06/01/2022	Payroll	20	EFT	Nicholas Singleton	3,618.20	2022.06 Payroll
334	06/01/2022	Payroll	20	EFT	Zachary D Torres	1,265.87	2022.06 Payroll
335	06/01/2022	Payroll	20	EFT	Kevin R Winn	3,936.30	2022.06 Payroll
336	06/01/2022	Payroll	20	EFT	HRA VEBA - YA20437	500.00	Pay Cycle(s) 06/01/2022 To 06/01/2022 - HRA VEBA
337	06/01/2022	Payroll	20	EFT	US Treasury	5,085.70	941 Deposit for Pay Cycle(s) 06/01/2022 - 06/01/2022
338	06/01/2022	Payroll	20	EFT	WA Dept of Retirement Systems	3,711.99	Pay Cycle(s) 06/01/2022 To 06/01/2022 - LEOFF2; Pay Cycle(s) 06/01/2022 To 06/01/2022 - PERS2
321	06/01/2022	Payroll	20	1202	Melody Bacchus	118.20	2022.06 Payroll
322	06/01/2022	Payroll	20	1203	David Blohm	13.85	2022.06 Payroll
324	06/01/2022	Payroll	20	1204	Roland Faragher-Horwell	41.56	2022.06 Payroll
325	06/01/2022	Payroll	20	1205	Art Frank	118.20	2022.06 Payroll
329	06/01/2022	Payroll	20	1206	James L Pinks	55.41	2022.06 Payroll
332	06/01/2022	Payroll	20	1207	Donald Svetich	202.05	2022.06 Payroll
333	06/01/2022	Payroll	20	1208	Tyson Svetich	138.52	2022.06 Payroll
339	06/01/2022	Payroll	20	1209	JC Professional Firefighters Local 3811	186.75	Pay Cycle(s) 06/01/2022 To 06/01/2022 - Union Dues
340	06/01/2022	Payroll	20	1210	Nationwide Retirement Solutions	773.13	Pay Cycle(s) 06/01/2022 To 06/01/2022 - 457 Plan; Pay Cycle(s) 06/01/2022 To 06/01/2022 - 457 Plan Roth
341	06/01/2022	Payroll	20	1211	Trusted Plans Service Corporation	5,753.46	Pay Cycle(s) 06/01/2022 To 06/01/2022 - Medical; Pay Cycle(s) 06/01/2022 To 06/01/2022 - Dental

001 General Fund 662 600 71
040 EMS Fund 662 610 71

24,410.97
15,003.68

39,414.65 Payroll: 39,414.65

CHECK REGISTER

Jefferson County Fire Distr #2

Time: 09:42:48 Date: 06/01/2022

06/01/2022 To: 06/01/2022

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
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CHECK REGISTER REPORT

PURPOSE: Check one.

PAYROLL: *No General Certificate required.**

BARS Codes for Payroll Checking Account reimbursement Claims:

General Fund: 589.99.00.000.1 Payroll Clearing--GEN

EMS Fund: 589.99.00.000.4 Payroll Clearing-EMS

CLAIMS: *Required--General Certificate.**

Robt Reutter 6-1-2022
 Preparer Date

SMC/K 6-1-2022
 Auditing Officer Date

GENERAL CERTIFICATE FOR CLAIMS (not required for Payroll)

In accordance with RCW 52.16.050 (3), I certify that the Board of Commissioners for Jefferson County Fire Protection District No 2 has audited, reviewed and approved the payrolls and bills giving rise to the warrants included in this Register.

I further certify that the County Treasurer is authorized to pay these warrants.

AW 6-20-22
 Chair (or Acting Chair) of the Board of Fire Commissioners Date

* **Note:** District Procedure 805 *Issuance of Warrants by the District* allows or requires the following:
 Paragraph 805.3 authorizes Payroll to be paid without approval of the Commission.
 Paragraph 805.4 requires Commission approval of Claims (including Payroll Reimbursements) in advance of payment.

CHECK REGISTER

Jefferson County Fire Distr #2

Time: 08:34:32 Date: 06/20/2022

06/01/2022 To: 06/30/2022

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
349	06/20/2022	Claims	10	620461	Active911, Inc.	86.08	CFS Alert Subscriptions (Additional)
348	06/20/2022	Claims	10	620462	AT&T Mobility	540.96	Monthly Cell Phone
350	06/20/2022	Claims	10	620463	Boundtree Medical LLC	428.60	Medical Supplies
351	06/20/2022	Claims	10	620464	Canon Financial Services, Inc	54.44	Monthly Printer Lease
352	06/20/2022	Claims	10	620465	Double D Electric	2,066.37	Heater Repair - St 21
353	06/20/2022	Claims	10	620466	EMS Connect LLC	105.00	Monthly EMS Training
354	06/20/2022	Claims	10	620467	EMS Special Agency Fund	272.00	Monthly EMS Transport Fee
355	06/20/2022	Claims	10	620468	ESO Solutions, Inc.	299.43	Monthly RMS Fees
356	06/20/2022	Claims	10	620469	Good Man Inc	101.43	Monthly Restroom - Station 22
357	06/20/2022	Claims	10	620470	Haselwood Auto Group	2,704.10	Repairs to Aid 212
358	06/20/2022	Claims	10	620471	Henery Hardware	31.93	Small engine consumable maint. supplies
361	06/20/2022	Claims	10	620472	Jamestown Networks	458.19	Monthly Internet & Telephone
359	06/20/2022	Claims	10	620473	JC Dept of Public Works	1,048.73	Monthly Gasoline - April; Monthly Gasoline - May
360	06/20/2022	Claims	10	620474	JC Fire District #2 Payroll	39,414.65	2022.06.01 Payroll Reimbursement
362	06/20/2022	Claims	10	620475	Jefferson County EMS Council	4,000.00	EMT Training: Blohm, Lewis, Svetich, Heidt, Fossom
363	06/20/2022	Claims	10	620476	Timothy M McKern	100.00	Monthly Phone Stipend
364	06/20/2022	Claims	10	620477	Murrey's Disposal Co Inc	51.88	Monthly Garbage
365	06/20/2022	Claims	10	620478	Olympic Springs Inc	19.53	Monthly Water
367	06/20/2022	Claims	10	620479	Pacific Office Equipment	496.20	Monthly Printer Charge - Administration; Monthly Printer Charge - Station 21; Monthly Computer Support; Monthly Email
368	06/20/2022	Claims	10	620480	Paladin Background Screening	74.00	Background Check - Dyer
369	06/20/2022	Claims	10	620481	Peninsula Pest Control Inc	81.83	Monthly Pest Control
366	06/20/2022	Claims	10	620482	PUD	1,056.98	Monthly Service - Station 21; Monthly Service - Station 22; Monthly Service - Station 23; Monthly Service - Administration; Monthly Service - Crew Quarters; Monthly Service - Annex
370	06/20/2022	Claims	10	620483	Quilcene Village Store	141.28	Gasoline
371	06/20/2022	Claims	10	620484	Sea-Western Fire Apparatus Inc	354.14	Duty Boots - Singleton
372	06/20/2022	Claims	10	620485	Shold Excavating Inc	370.94	Water Tank/Water System Assessment
373	06/20/2022	Claims	10	620486	Systems Design West LLC	556.96	Monthly EMS Billing
374	06/20/2022	Claims	10	620487	US Bank	1,941.87	0070 - Annual - Office 365 Renewal; 0070 - Crew Meal - Structure Fire 2022-196; 0070 - Wlper Blades/Fluid - C201; 0070 - Mattress & Covers - Crew Quarters; 3856 - Parts for T21 Pump; 3856 - Paper towe
375	06/20/2022	Claims	10	620488	US Postal Service	156.00	Annual PO Box Fee
376	06/20/2022	Claims	10	620489	VFIS	5,943.00	Quarterly Insurance - Portfolio; Quarterly Insurance - Auto
377	06/20/2022	Claims	10	620490	WA Dept. of L&I - Boiler Section	85.20	Boiler Inspection Cert Fee
378	06/20/2022	Claims	10	620491	Wave Broadband	214.10	Monthly Cable/Internet
379	06/20/2022	Claims	10	620492	Westbay Auto Parts	52.34	DEF for Apparatus

001 General Fund 662 600 71
040 EMS Fund 662 610 71

33,367.06
29,941.10

63,308.16 Claims: 63,308.16

CHECK REGISTER

Jefferson County Fire Distr #2

Time: 08:34:32 Date: 06/20/2022

06/01/2022 To: 06/30/2022

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
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CHECK REGISTER REPORT

PURPOSE: Check one.

PAYROLL: *No General Certificate required.**

BARS Codes for Payroll Checking Account reimbursement Claims:

General Fund: 589.99.00.000.1 Payroll Clearing--GEN

EMS Fund: 589.99.00.000.4 Payroll Clearing-EMS

CLAIMS: *Required--General Certificate.**

Robt Reinherz

6-20-2022

Preparer

Date

SMCK

6-20-2022

Auditing Officer

Date

GENERAL CERTIFICATE FOR CLAIMS (not required for Payroll)

In accordance with RCW 52.16.050 (3), I certify that the Board of Commissioners for Jefferson County Fire Protection District No 2 has audited, reviewed and approved the payrolls and bills giving rise to the warrants included in this Register.

I further certify that the County Treasurer is authorized to pay these warrants.

[Signature]

6-20-22

Chair (or Acting Chair) of the Board of Fire Commissioners

Date

* **Note:** District Procedure 805 *Issuance of Warrants by the District* allows or requires the following:

Paragraph 805.3 authorizes Payroll to be paid without approval of the Commission.

Paragraph 805.4 requires Commission approval of Claims (including Payroll Reimbursements) in advance of payment.

TREASURER'S REPORT

Fund Totals

Jefferson County Fire Distr #2

Time: 14:35:31 Date: 06/07/2022
Page: 1

05/01/2022 To: 05/31/2022

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund 662 600 71	872,552.89	58,218.56	33,864.68	896,906.77	0.00	2,064.74	0.00	898,971.51
040 EMS Fund 662 610 71	474,385.21	44,851.29	20,930.43	498,306.07	0.00	248.00	0.00	498,554.07
070 Capital (Reserve) Fund 662 631 71	1,382,211.98	1,098.08	50.00	1,383,260.06	0.00	0.00	0.00	1,383,260.06
	2,729,150.08	104,167.93	54,845.11	2,778,472.90	0.00	2,312.74	0.00	2,780,785.64

TREASURER'S REPORT

Account Totals

Jefferson County Fire Distr #2

Time: 14:35:31 Date: 06/07/2022
Page: 2

05/01/2022 To: 05/31/2022

Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
10 General-JeffCo	337,052.89	79,134.82	54,780.94	361,406.77	0.00	0.00	361,406.77
20 Payroll-1st Security	60,000.00	39,517.00	39,517.00	60,000.00	0.00	2,312.74	62,312.74
25 Petty Cash-US Bank	500.00	0.00	0.00	500.00	0.00	0.00	500.00
40 EMS-JeffCo	474,385.21	44,851.29	20,930.43	498,306.07	0.00	0.00	498,306.07
70 Capital (Reserve)-JeffCo	1,857,211.98	1,098.08	50.00	1,858,260.06	0.00	0.00	1,858,260.06
Total Cash:	2,729,150.08	164,601.19	115,278.37	2,778,472.90	0.00	2,312.74	2,780,785.64
	2,729,150.08	164,601.19	115,278.37	2,778,472.90	0.00	2,312.74	2,780,785.64

TREASURER'S REPORT

Outstanding Vouchers

Jefferson County Fire Distr #2

As Of: 05/31/2022 Date: 06/07/2022
 Time: 14:35:31 Page: 3

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2021	687	12/06/2021	Payroll	20	1131	JC Professional Firefighters Local 3811	186.75	Pay Cycle(s) 12/06/2021 To 12/06/2021 - Union Dues
2022	31	01/05/2022	Payroll	20	1151	JC Professional Firefighters Local 3811	186.75	Pay Cycle(s) 01/05/2022 To 01/05/2022 - Union Dues
2022	65	02/04/2022	Payroll	20	1155	Art Frank	236.42	2022.02 Payroll
2022	79	02/04/2022	Payroll	20	1160	JC Professional Firefighters Local 3811	186.75	Pay Cycle(s) 02/04/2022 To 02/04/2022 - Union Dues
2022	141	03/04/2022	Payroll	20	1170	JC Professional Firefighters Local 3811	186.75	Pay Cycle(s) 03/04/2022 To 03/04/2022 - Union Dues
2022	187	04/04/2022	Payroll	20	1174	David Blohm	304.75	2022.04 Payroll
2022	191	04/04/2022	Payroll	20	1177	Kimberly J Fosson	221.64	2022.04 Payroll
2022	203	04/04/2022	Payroll	20	1185	Quinn M McMahan	277.05	2022.04 Payroll
2022	205	04/04/2022	Payroll	20	1186	James L Pinks	152.38	2022.04 Payroll
2022	218	04/04/2022	Payroll	20	1190	JC Professional Firefighters Local 3811	186.75	Pay Cycle(s) 04/04/2022 To 04/04/2022 - Union Dues
2022	279	05/02/2022	Payroll	20	1199	JC Professional Firefighters Local 3811	186.75	Pay Cycle(s) 05/02/2022 To 05/02/2022 - Union Dues
							2,312.74	

Fund	Claims	Payroll	Total
001 General Fund 662 600 71	0.00	2,064.74	2,064.74
040 EMS Fund 662 610 71	0.00	248.00	248.00
	0.00	2,312.74	2,312.74

TREASURER'S REPORT
Signature Page

Jefferson County Fire Distr #2

Time: 14:35:31 Date: 06/07/2022
Page: 4

05/01/2022 To: 05/31/2022

REVIEWED AND APPROVED



Preparer

6-7-2022

Date



Auditing Officer

6-7-2022

Date



QUILCENE FIRE RESCUE

MONTHLY FIRE CHIEFS REPORT

For May 2022

Our Mission

"Provide competent and professional fire, rescue, and medical services to the citizens and visitors of Quilcene and Coyle while ensuring the safety, education, and well-being of its members."

Our Vision

"Provide services to the Quilcene and Coyle communities in the form of fire, rescue and medical incident responses, and public safety, fire prevention and public affairs. These services will be provided in an environment of inclusion of all its members and the communities."

Our Core Values

The five QFR Core values in priority order are:

1. FIREFIGHTER SAFETY
2. FIRE PREVENTION & PUBLIC EDUCATION
3. EFFICIENT OPERATIONS
4. PROFESSIONAL BEHAVIOR
5. CLEAR POLICY /CONCISE PROCEDURE

"We serve to save"

- **Governance and Administration:**
 - COVID 19 is slowing down. Now onto boosters x 2
 - JeffCom working on an ILA with us re: Crew Force ILA
 - BOCC Burn Restrictions change

- **Goals and Objectives:**
 - Station 22 Station pending ramp grade, Pavement, and Exterior Painting
 - Support 22 ready for surplus and rehab on Utility 21
 - PPE 9 (SECOND Set) through the LNI Fiire Program. This also includes Plastic Totes for storage of gear.
 - Target Solutions on-line training program moving forward with Lt. McCrehin taking the lead and working with the West Sound Training group to build Training 2022 and beyond. We are looking into the budget impact if any.
 - AFG 2021 applied for new battery extrication tools and Rams – No update yet

- **Financial Resources:**
 - BIAS – David has report
 - GEMT funds still rolling in and working with BIAS on the reports due to HCA
 - CMS (Medicare) Data Collection Project for 2022 July 1,2022 – June 30 2023

- **Physical Resources and Quality of Life (QOL):**
 - Gurney Upgrade due to Age and lack of parts for current items

- **Health and Safety**
 - Review of Policies and Safety programs – Safety Committee meets with Officers 2nd Wednesday of each month.
 - FIIRE Program update – VAP Surview complete and working on RTW, Risk Assessment, other safety topics. We have completed first and second quarter requirements and are presenting our successes today.

- **Essential Resources**
 - Policy & Procedure- Lexipol- QFR Policy consolidation ongoing and review critical ones for daily OPS

- **External Relationships**
 - Working with Jeffcom on new CAD program that included response plans, Crew Force
 - Working with JeffCom / MedeVac Providers to set up App for each provider.

- **Fire Prevention**
 - ☐ Community Risk Reduction programs to start with IFSTA Essentials of CRR programs for staff
 - ☐ Working with Coyle Area on Road Access and Addressing

- Strategic Plan review at Leadership updating with recent Stryker Gurney Overview
 - ☐ Review Fire Levy for potential Lid Lift TBD

Deputy Fire Chief's MAY Report:

June 7, 2022

Significant Events and Service Delivery:

For the month of May, call volumes appear to be settling into what we are used to see, (trending to normal averages). EMS / Rescue calls totaled 27 responses, making up 65 % of our calls For May. Most where BLS, several were upgraded to ALS. We responded to 2 fires, a structure fire on Center Road and a reported illegal burn on Blueberry Hill Dr. The fire one Center was a very good initial attack by QFR, we had five fully qualified interior folks on scene. And had a rapid response from our mutual aid partners. As an indicator of the season, we had just one hazardous condition call (lines down). We had 13 good intentions and cancelled and return to quarters. Summer is JUST around the corner; we are seeing more vehicle on the highways. Covid cases continue, in Jefferson County, at a high rate the last month or so. Appears to be peaked and on the decline. We are still watching trends closely as variants continues to cause problems around the country. The Crews are stall handling each EMS call as if, they are handling a positive case.

Historical Call numbers for 2021 as compared to 2022:

- Finished **MAY 2022** with **42** Responses vs **43** in **2021**
- To date 2022 total year to date of **196** Responses vs **199** in 2021
- **Emergency Medical Services: Our EMS Responses were 73% for 2022 total responses; this is still slightly above average.**

Operations:

- **Training and Competency:** Target Solutions using is ongoing. Still a struggle to get online training completed and marry up hands-on training.
- **EMT Class:** Lewis and Svetich, Both passed their final practical's and are both registered to take the National test in the next couple of weeks. Both have been very active on calls.
- **Training:** I will be working with Capt. McCrehin to set up additional events.
- **Human Resources and Staffing:**
No HR issues. We are still working on covering the second person on some shifts. (this has seen improvement.) We are still meeting each incident needs. As always, leadership continues to monitor this closely. We are always looking for new volunteers.
- **Admin / HR / PTO:** School will be finishing in mid-June. Hope to take some time off thru the summer to travel.
- **Other: Any Questions?**

End of May 2022 Report.**DFC D. Svetich**

See attachments below

**Monthly Incident break down by response zones:
May 2022 Incidents:**

INCIDENT TYPE	# INCS.
Quilcene	
Building fire	1
EMS call, excluding vehicle accident	17
Motor vehicle accident with no injuries.	1
Power line down	1
Service Call, other	1
Dispatched & cancelled enroute	1
Smoke scare, odor of smoke	1
Coyle	
EMS call, excluding vehicle accident	3
Authorized controlled burning	1
Dabob	
EMS call, excluding vehicle accident	1
Brinnon	
Dispatched & cancelled enroute	1
Authorized controlled burning	1
False alarm or false call, other	1
Discovery Bay	
EMS call, excluding vehicle accident	1
Motor vehicle accident with injuries	1
Dispatched & cancelled enroute	3
622 - No incident found on arrival	1
East Jefferson Fire & Rescue	
EMS call, excluding vehicle accident	1
Port Ludlow Fire & Rescue	
EMS call, excluding vehicle accident	1
Motor vehicle accident with injuries	1
Dispatched & cancelled enroute	2
Other Out Of District	
Dispatched & cancelled enroute	1

Apparatus Readiness:

- The Ram aid unit refrigeration unit is repaired and has been reinstalled on the Ram aid unit and so far, is working as it should.
- The GMC Aid unit has returned to Station 21. The Dealership had to replace several electrical components. Unfortunately, there are ongoing issues, so the unit will have to return to Braun to complete repairs.

Training and Competency:

- Target Solutions has 24 overdue assignments.
- I have begun going through each members training file to update training records. I am approximately halfway through. I have completed all files on ERS. Next, I will go through the physical training files and update ERS as necessary.
- I attended an Incident Safety Officer course hosted by Mason County Dist. 4. I have completed and passed the NFA test and am currently awaiting my certification.
- June 8, the Leadership Team will be at Quilcene School for a fire inspection. This is a follow-up from our Fire Inspector training.
- June 22/23 QFR will be hosting an Isolation Cube Training event. This is in partnership with the University of Washington and the University of Nebraska. This is intended to enable safe infection prevention and control practices

Physical Resources and Quality of Life:

- A new mattress has been ordered for the Crew Quarters. The last mattresses were purchased several years ago.

Staffing (next 30 days):

- June Duty Calendar is looking good! There has been only 1 open shift for the month.

Notes:

- There are 2 events scheduled for June
 1. Quilcene School Beach Party. QFR attends this event each year to assist with the safety of students and to attend to any injuries.
 2. The Gravel Unravel/Pedal Bender. This event is hosted at the Worthington Park. QFR with some mutual aid will be attending to attend to any injuries to riders

Fleet Tracking #	Apparatus	Make/Model	Year Manf.	Dept . Function	VIN	Monthly Mileage
B7209C	C201	Ford Expedition Max	2020	Chief Command Rig	1FMJK1GTXLEA 22336	25794.4
B3139C	C202	Chevy Silverado 2500	2005	DC Command Rig	1GCHK29U45SE 25196	107567
82171C	E21	Freightliner	2005	Fire Engine@ Station 21	1FVACYDJ35HV 01149	39239.1
55851C	E22	Ford F800	1996	Fire Engine @ Station 22	1FDYF80E9VVA 02430	27139.3
71820C	T21	Freightliner MR2	2018	Tender @ Station 21	3ALACYFEXJDJZ 8029	5329.5
B6128C	A21	GMC 4500	2016	Aid Unit @ Station21	1GD32WCG1GF 152830	46507
C6410C	A21	RAM 5500	2018	Aid Unit @ Station21	3C7WRTBL6JG3 46370	38319.0
B4486C	B21	Ford F550	2008	Brush Engine @ Station 21	1FDAX57R98EA 86274	75142.5
36251C	B22	Ford F350	1995	Brush Engine @ Station 22	2FDKF38G7SCA 04130	29658.5
91128C	U21	Chevy Silverado 2500	2005	Utility/Support Rig @ Station 21	1GCHK29U15E2 79239	195587
A2604C	U22	Ford Expedition	2008	Utility/Support Rig @ Station 22	1FMFU166568L A61351	120,423.7
40842C	S21	Ford E350	1996	O.O.S. Support Rig	1FDJE30F3THA 78351	33919

1. Significant Events and Service Delivery:

- 05/26/2022 B-Shift responded to a Residential Structure Fire

2. Training and Competency:

- Lt Singleton, Lynne, Kimberly and I will be attending a CPR Instructor class on July 11th in Mason County.
- The June 4th County Wide EMS Training was successful.
- Our 2 EMT Student have finished the class and have scheduled their National Testing.

3. Physical Resources and Quality of Life:

- The department RMS System ERS will be going through conversion to ESO over next few months. I have created and transferred all to data to our local server and cloud.
- We are still working on moving over to the CrewForce App that works with new Enterprise System. We have hit a couple hiccups, but I am working on a workaround.
- Conversation to Enterprise went well still working on Response Plan updates as we find them
- Stryker has given us a Quote for upgrading our aging gurneys and stair chairs with newer equipment and the gurney autoloading equipment. Stryker will give as a trade in value on our current equipment and are offering a 5-year 0% interest promo with annual payments each year if we order before the end of June.

4. Staffing (next 30 days):

- I have no Vacation Planned for the month of April.



1. Significant Events and Service Delivery:

- C Shift responded to 12 incidents during the month of May. Most of these incidents were ALS in nature
- Water usage report sent to PUD with approximately 3000 gallons used for training.

2. Apparatus Readiness:

- Inventory list for T21 is complete and will be uploaded to the department server.
- A mobilization paperwork binder/organizer has been added to B21 and T21. To aid efficiency and organization, this binder contains copies of Red Cards of all department personnel, shift tickets, crew time reports, ICS 214's, ICS 226's, vehicle accident reports, injury reports, and other documentation that could be needed if either one of these apparatus deploy on a wildland fire.

3. Training and Competency:

- Lt Winn's corrected Red Card has been received from DNR and issued.
- Completed quarterly MCO training with BFD and had the opportunity to train BFD volunteer fire recruits on the fundamentals of portable tank, portable pump, and drafting operations. This training was held at Station 21 on shift with T41 and T21. This was a great training with a great group, and we will be scheduling more soon.
- Have been in contact with Assistant Engine Captain Ben Dean at the USFS in Quilcene. Ben wanted me to pass along his thank you to QFR for providing our aid unit on multiple occasions to stand by during their pack tests at the Forest Service landing zone. Ben and I have also been talking about ways the USFS, DNR, and QFR can train together this summer and fall. We have discussed training topics we would like to cover and hope the have some scheduled training soon.
- Unfortunately, there will be no county wide wildland field day training this year. This is mostly due to a lack of new wildland firefighters needing this training to obtain their certification. Hopefully next year!
- Continuing with Blue card and EMS Connect CE's

4. Physical Resources and Quality of Life:

- QFR has received the check from L&I for the bunker gear grant. We expect the gear to arrive later in the year and I will have an update when it arrives.
- QFR did not receive the DNR 1168 operations grant for hoses and hose packs.
- 1.) The back-up 2000w Honda inverter stored in the Annex is also having similar surging issues to the 1000w inverter on E21, this is common with small engines that sit with fuel for long periods of time. My plan is to clean the carburetors on both and if that does not solve the issue then I will order new carburetors for both. 2.) The trash pump on T21 needed a new air filter but will be back in service as soon as I can get around to performing the final service test. 3.) I am currently gathering supplies and planning a trip out to Station 22 to complete the annual service on Station 22's small engines.

5. Staffing (next 60 days):

- NTR.

6. Other:

- NTR.





Jefferson County Fire Protection District No. 2

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

Commissioner Melody Bacchus
Commissioner Marcia Kelbon

June 20, 2022

Via First Class Mail and via e-mail to JeffBoCC@co.jefferson.wa.us

Jefferson County Board of Commissioners
P.O. Box 1220
Port Townsend, WA 98368

Re: Requests to WA DNR for Deferral of Penny Wise Timber Sale
and Beaver Valley Sorts Timber Sale

Dear Commissioners Dean, Brotherton, and Eisenhour,

We write to request that the Jefferson County Board of Commissioners (BOCC) rescind its recent request to the Washington State Department of Natural Resources (DNR) to defer its planned Penny Wise timber sale (#102261), which action detrimentally impacts Jefferson County Fire Protection District No. 2 (Quilcene Fire Rescue) as well as our greater Quilcene Community. Because of the evident start of a broader course of action that is hurting our community at large and threatens to limit mutual aid response capabilities, we also request that the BOCC rescind its April 4, 2022 request to DNR to defer its planned Beaver Valley Sorts timber sale.

The BOCC letter to DNR of April 4, 2022, signed by all three County Commissioners, states that "funding school, libraries, emergency services and other essential services with industrial forest practices is outdated and needs to be reconsidered." Yet this is the specific fiduciary duty imposed on DNR by RCW Chapter 79.22 in management of state forest transfer trust lands such as the Penny Wise and Beaver Valley Sorts timber lands. By asking the DNR to not perform this critical function without providing alternative and equal funding to the impacted junior taxing districts, the BOCC is harming our community, perhaps to a greater extent than the BOCC realized.

The Penny Wise timber sale is projected to yield \$1.2M to county beneficiaries, including \$163K to Quilcene Fire Rescue (combined Fire and EMS distributions). To put that amount in perspective, Quilcene Fire Rescue has only four salaried career response personnel, and the funds to be lost equate to the fully burdened costs of 1.5 salaried firefighters. Loss of these funds can only hurt the ability of Quilcene Fire Rescue to keep our community safe.

As a further example, Quilcene school district, which is facing a significant shortfall in operations funding, would receive \$348K, in addition to the \$310K towards state school funds. The library system would receive \$44K from the Penny Wise sale. These cumulative losses from not permitting the Penny Wise sale to go forward hurt our community.

Deferral of the Beaver Valley Sorts similarly hurts the surrounding community, including a loss of \$252K to Port Ludlow Fire Rescue, \$348K for local school, and \$57K for the library system; a loss in revenue of \$1.35M in total.

We appreciate the desire to create further old-growth forest in Jefferson County, and this will certainly result from various conservation land transfers and restrictions that are occurring throughout the county. But to do so with this trust land now in the hope that revenue can be made up through a carbon sequestration credit is not responsible without that credit being assured, without dollar-equivalency (which is doubtful) between potential carbon credits and the revenue lost from timber sales, and without certainty that any carbon credits would be passed through to the impacted junior taxing districts.

We request that the BOCC reconsider and rescind its request to defer the noted timber sales, and future trust land timber sales, and let DNR carry out its fiduciary duties until such time that an alternate, assured funding mechanism to provide at least equal funding to our junior taxing districts, including Quilcene Fire Rescue, is secured and committed.

Thank you for considering this request.

Jefferson County Fire Protection District No. 2 Board of Fire Commissioners


Art Frank, Board Chair
Commissioner


Melody Bacchus
Commissioner


Marcia Kelbon
Commissioner