



## Jefferson County Fire Protection District No. 2

Commissioner Marcia Kelbon  
Board Chair

Commissioner Melody Bacchus  
Commissioner Art Frank

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

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**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 APRIL 27, 2026, at 6:00 p.m.  
in JOINT SESSION with the BOARD OF FIRE COMMISSIONERS  
of JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 4  
and OFFICIALS of JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 5**

### **ATTENDANCE DISTRICT 2:**

Commissioner/Chair Kelbon  
Commissioner Bacchus  
Commissioner Frank  
Chief McKern  
E.A. Neuenschwander (via Zoom)

Secretary Rewitzer  
Administrative Assistant Brush  
Lt. Winn  
Lt. Singleton (via Zoom)

### **ATTENDANCE DISTRICT 4:**

Commissioner/Chair Matheson (via Zoom)  
Commissioner Gleason  
Commissioner Ventura  
Chief T. Manly

Secretary C. Manly  
Administrative Assistant B. Ellis  
Lt. J. Ellis  
Lt. C. Dolan

### **ATTENDANCE DISTRICT 5:**

Commissioner C. Carson  
Chief Knoepfle (via Zoom)

### **ATTENDANCE OTHER:**

Jean Ball

### **CALL TO ORDER:**

Commissioner Kelbon called the meeting to order at 6:00 p.m.

### **PLEDGE OF ALLEGIANCE:**

Lt. Dolan led the pledge.

### **PUBLIC COMMENTS:**

No comments were received.

### **REGIONAL ALS PROGRAM:**

Districts 2 and 4 established a quorum; District 5 proceeded without a quorum. Commissioner Kelbon led a continued discussion regarding a Regional ALS Program. Attendees reviewed and discussed the South County ALS Program Budget Summary provided by Secretary Rewitzer and Secretary Manly. Commissioner Kelbon asked whether the noted costs were total program costs or per district. Secretary Manly confirmed that the amounts shown were total program costs to be split among the districts and discussed start-up costs versus recurring costs.

Commissioner Kelbon referenced a previously presented ALS scenario, *District Trains 3 EMTs as Medics*. Noting that Brinnon had likely already explored this approach, she asked Chief Manly and Lt. Ellis to share what worked and what did not. Chief Manly stated that it would likely take about

two years—rather than the previously noted 13 months—for an individual to become a certified paramedic. Using the Boston paramedic program as an example, he described a start-to-finish process that included didactic training in Boston, clinical rotations in Everett, WA, ride time with Snohomish 4, a boot camp in Boston, and mentorship with a local paramedic. He noted that, throughout the process, paramedics in training had to complete the required number and type of patient contacts, which could further extend the overall training period. Chief Manly stated that minimum testing scores had to be achieved at the Boston boot camp, followed by the National Registry exam and state certification. Chief Manly added that he was currently mentoring Lt. Ellis, a process expected to last about one year, and that Lt. Ellis would also work with the Medical Program Director, Dr. Carlbom. Lt. Ellis confirmed the process as outlined and noted that his training would likely take approximately 2.5 years because he continued to work full time at Brinnon Fire Department.

Commissioner Kelbon led a discussion comparing the Texas and Boston training programs. Those present agreed that the Boston program was preferred.

Commissioner Kelbon asked how long it would take for a newly hired paramedic to be fully operational. Chief Manly explained that it would take a few months to introduce new paramedics to local physicians and hospitals, obtain necessary equipment, and complete administrative requirements.

Commissioner Kelbon asked about the availability of paramedics for hire. Chief Manly noted that once the position was posted, it would likely attract candidates who preferred a rural setting, and he referenced local paramedics who might be interested.

Commissioner Ventura outlined three framing points to identify potential deal-breakers and bottlenecks in the decision process: (1) whether there was a need for three additional paramedics in the region; (2) if three paramedics were hired, whether they would be employed by a regional consortium or a single district; and (3) the cost to each district. Commissioner Ventura stated that District 4 supported hiring three paramedics employed by a regional consortium.

Commissioner Frank led a discussion on competitive wages and expressed concern that wages offered in South Jefferson County might be lower than those of surrounding agencies. Chief Manly noted that, in the broader region, there were more applicants than openings for paramedic positions, and that some candidates choose rural agencies even with lower pay because they prefer to live in a rural area. Commissioner Bacchus cautioned that personnel costs could increase if more experienced paramedics are hired at the outset.

Commissioner Kelbon then led a discussion regarding the employer of record, based on initial documents prepared by Attorney Snure. She noted that if the paramedics are based in Quilcene, they should be employed by District 2. Chief McKern agreed; Chief Manly disagreed.

Returning to framing point 2, Commissioner Ventura asked the District 2 commissioners whether they supported a regional consortium approach or a single-district approach. Commissioner Bacchus expressed support for a consortium. Commissioner Kelbon also expressed support, noting that a go-it-alone approach did not seem realistic given Brinnon's prior experience. Kelbon added that while a levy renewal would cover the costs of a single-district approach, a levy lift would likely be needed to support consortium expenses. Commissioner Frank stated that the decision ultimately depended on what District 2 could afford.

Commissioner Kelbon led a discussion regarding the division of authority between the employer of record and the ALS consortium chief, as outlined in Attorney Snure’s documents. Discussion followed on whether these roles could be separated. District 2 favored separated authority, with District 2 serving as the employer of record and District 4 serving as ALS consortium chief. District 4 favored a single authority, with District 4 serving as both the employer of record and ALS consortium chief. Concerns with each scenario were discussed and acknowledged by Districts 2 and 4. Commissioner Frank led a discussion regarding employing a Medical Services Officer (MSO) in lieu of an ALS consortium chief.

Commissioner Ventura then led a discussion regarding each district’s contribution. While it was noted that contributions could be based on historical call-volume data, those present generally agreed that Districts 2 and 4 would split expenses equally, with a reevaluation in three years. Commissioner Carson noted that District 5 would contribute as finances allowed and would likely contract for ALS services with Districts 2 and 4, as it did at present with District 1.

Commissioner Ventura invited input from the union representatives in attendance, Lt. Dolan and Lt. Winn. Lt. Dolan stated that the Union had participated in the Regional ALS meetings from the start, remained a willing partner in the ongoing discussions, and would raise any concerns as they arose.

Two possible dates were offered for the next joint board meeting, depending on the availability of Medical Program Director, Dr. Carlbom: May 26, 2026, at 6:00 p.m., or June 1, 2026, at 6:00 p.m., at Station 21 in Quilcene, WA.

Commissioner Ventura noted that governance could be discussed at the next joint meeting. Chief Manly suggested an initial governing board comprised of all commissioners from each district so that decisions could be made efficiently while the program was in its infancy. Commissioner Bacchus agreed with this approach.

**GOOD OF THE ORDER:**

No items were discussed.

**ADJOURNMENT:**

Commissioner Kelbon moved, and Commissioner Bacchus seconded, to adjourn the meeting at 7:11 p.m. The motion carried.

**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

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MARCIA KELBON, Commissioner/Chair

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MELODY BACCHUS, Commissioner

ATTEST:

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ROBERT REWITZER, District Secretary

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ART FRANK, Commissioner