



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
held at BOB WILSON STATION 21 in QUILCENE, WA on September 4, 2026

ATTENDANCE:

Commissioner/Chair Kelbon
Commissioner Bacchus
Commissioner Frank
Chief McKern
District Secretary Rewitzer
Deputy Chief D. Svetich, ret.

Lt. Winn
Lt. Singleton
FF/EMT Matheson
Capt. Thane Grooms
Billy Brush (via Teams)
Ken McEdwards

Jean Ball
Tim Manly (via Teams)
Crystal Manly (via Teams)
Jacob Ellis (via Teams)
Tanya Cray (via Teams)

CALL TO ORDER:

Commissioner/Chair Kelbon called the meeting to order at 9:00 a.m. The Pledge of Allegiance was recited. Commissioner Frank made a statement advocating public comment prior to the Board voting on a motion.

APPROVAL OF AGENDA:

Commissioner Kelbon moved, Commissioner Bacchus seconded, to approve the agenda. Motion carried.

PUBLIC COMMENTS:

Lt. Kevin Winn addressed the Board. Commissioner Kelbon explained the different levels of ambulance service.

BUSINESS: ASSISTANT CHIEF POSITION

The Board reviewed the current recruitment process for the Assistant Chief position. The Chief reported that there are no internal candidates. Following discussion regarding the Chief's upcoming retirement at the end of the year, the Board evaluated the organization's administrative structure and transition timeline. Commissioner Bacchus moved that the Board suspend the current hiring process for the proposed Assistant Chief position, that no further actions be taken to fill this position, and that the Board instead begin the recruitment process for the next permanent Fire Chief through an open, transparent, and vetted hiring process, including the appointment of a qualified Interim Chief if necessary until the process can be completed. The motion was seconded by Commissioner Frank. Prior to the vote, the Board opened the floor for public comment. Jean Ball addressed the Board regarding the recruitment process. Following public comment, the motion carried unanimously.

BUSINESS: FIRE CHIEF POSITION

This item was bypassed as the primary matter was addressed under the previous agenda item. However, the Board requested a draft job description for the Fire Chief position. The District Secretary confirmed that the draft would be ready for review at the next regular meeting in two weeks.

BUSINESS: ADMINISTRATIVE OFFICE STAFFING

Commissioner Bacchus initiated a discussion regarding the District Secretary position. Thane Grooms and Don Svetich addressed the Board. Following discussion, no motion was introduced and no formal action was taken. The current recruitment process will proceed as scheduled.

BUSINESS: PROPOSED INTERIM SERVICES DISCUSSION FRAMEWORK WITH FIRE DISTRICT 4

The Board reviewed a proposal from Fire District 4 to provide interim executive leadership and administrative support during the upcoming staffing transition. Discussion ensued regarding administrative policies and operational time commitments. Tim Manly, the District 4 Fire Chief, Don

Svetich, and Tanya Cray addressed the Board. By consensus, the Board tabled further consideration of the matter until the next regular meeting.

BUSINESS: FORMATION OF ALS COMMUNITY ROUNDTABLE

Commissioner Frank introduced a proposal to establish a community roundtable to gather public input regarding the District's Advanced Life Support (ALS) and ambulance services. Following a supportive discussion, the Board tabled further consideration of the matter until the next meeting. Chief McKern agreed to develop a draft mission statement for the roundtable group for review at that time.

BUSINESS: SOUTH COUNTY ALS OPTIONS

By consensus, the Board tabled this item until the next meeting, pending further progress on the ALS Community Roundtable.

PUBLIC COMMENTS:

Following the conclusion of the scheduled agenda items, Ken McEdwards, Don Svetich, and Thane Grooms addressed the Board regarding various matters discussed during the meeting.

ADJOURNMENT:

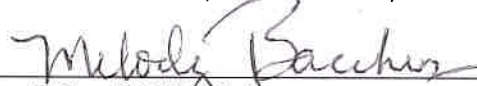
Commissioner Kelbon moved, Commissioner Bacchus seconded, to adjourn the meeting. Motion carried and the meeting was adjourned at 10:05 a.m.

APPROVED this 21 day of September, 2026 by the Board of Fire Commissioners of Jefferson County Fire Protection District No. 2, then signed by those members present at the meeting:

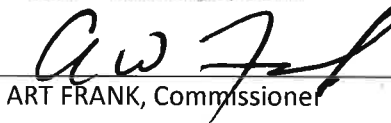
BOARD OF FIRE COMMISSIONERS
JEFFERSON CO. FIRE PROTECTION DIST. #2



MARCIA KELBON, Commissioner/Chair



MELODY BACCHUS, Commissioner



ART FRANK, Commissioner

ATTEST:



ROBERT REWITZER, District Secretary