

SKAGIT COUNTY FIRE DISTRICT 13
17433 Snee-Oosh Road
P.O. Box 1007
La Conner, Washington 98257



MEETING MINUTES
August 13th, 2021

1. **Call to order** – Chairman Shellhamer called the meeting to order at 9:00 a.m.
2. **Flag Salute** – Chairman Shellhamer lead those present in the Pledge of Allegiance.
3. **Consent Agenda – action** – Commissioner Doyle moved to approve the agenda. Commissioner Shellhamer seconded. Commissioner Shellhamer called for any more discussion and then for a vote. The motion was unanimously approved.
4. **Attendees – no action** – Present were Commissioner Bruce Shellhamer (Zoom), Commissioner John Doyle, Commissioner JJ Wilbur, Chief Wood Weiss, Assistant Chief Jamie Jurdi, District Secretary Tracy Berg, Captain Ted Taylor, Captain Chris Olbu and Captain Drew Ferrell. Guests present were Bill Reynolds from the La Conner Weekly News (zoom) and retired commissioner Larry Kibbee.
5. **Public Comment** – Bill Reynolds thanked the Board for the Zoom option for the meeting.
6. **Approval of Minutes – action** – District Secretary Berg presented the minutes from the July 9th, 2021 meeting. Commissioner Shellhamer made a motion to approve the meeting minutes. Commissioner Doyle seconded. Commissioner Shellhamer called for any more discussion and then for a vote. The motion passed unanimously.
7. **Financial and Administrative Reports – action** – District Secretary Berg presented the following checks and check registers for approval by the Board:
 - Checks and Check Register dated 8/1/2021 in the amount of \$83,390.41. This included payroll check #s 10364-10396 and EFTPS in the amount of \$73,731.62 and check #s 10347-10363, 10397 in the amount of \$9,658.79 for accounts payable.
 - Checks and Check Register dated 8/10/2021 in the amount of \$5,239.17 for accounts payable. This included check #s 10399-10407.
 - Transmittal voucher dated 8/1/2021 in the amount of \$150,000.00.
 - Commissioner Shellhamer moved to approve the checks and check registers as presented. Commissioner Doyle seconded. Chairman Shellhamer called for any more discussion and then for a vote. The motion was unanimously approved.

- District Secretary Berg previously emailed the financial reports ending 7/31/2021.
8. **5 Year Plan – no action** – Captain Taylor gave an update on the current status of the 5-year plan. He has binders ready for all the commissioners and will submit a digital copy to Secretary Berg for the file. Commissioner Shellhamer and Chief Weiss thanked Captain Taylor for all his hard work.
 9. **Station Improvements – no action** – Commissioner Doyle spoke with the architect and has reviewed the documents. He is going to start pressing the county to get us on the docket. He will try to submit a written document for our meetings in the future.
 10. **Chief Report – action –**
 - **COVID 19 Report** - Chief Weiss gave an update on Covid 19 in the county. The Governor issued a mandate for all health care providers to be vaccinated. Chief Weiss will report on this again when he knows more.
 - **Statistical Report** – Chief Weiss gave an update on call statistics.
 - **Re-Addressing / Next Gen** – Still waiting for the tribe.
 - **Personnel** – Several of our shifters have gotten career jobs. We do have about 10 new people coming in though. We have an ad in the Daily Dispatch and Chief Weiss is sending it out through the Skagit County Chiefs as well. He is planning on going to the college next month to recruit new firefighters from the college firefighter program.
 - **County Chief's Meeting** – Chief Weiss was unable to attend the last one because he was out on a mobilization. He did give an update on HB1310 and it doesn't seem to be affecting us yet. They will be keeping an eye on it.
 - **Training Officer** – Chief Weiss would like to appoint Drew Jenkins to the training officer position for \$500 a month. Commissioner Shellhamer made a motion to pay Drew Jenkins a stipend of \$500 a month for the training officer position. Commissioner Wilbur seconded. Chairman Shellhamer called for any more discussion and then for a vote. The motion was unanimously approved. Chief Weiss is also promoting Drew Jenkins to Lieutenant.
 - **Mobilization** – Chief Weiss went on a 16-day mobilization. He said it was very interesting. The apparatus will bring in about \$19,000 for that mobilization. The brush trucks will also bring in about that much for the other mobilizations they went on.
 - **Budget Considerations** – Chief Weiss has sent out a request to the officers for anything they would like to see in the budget for 2022.
 11. **Medical Officer Report – no action** – Captain Drew Ferrell gave an update on medical transports. There were 21 transports for July and 10 so far for August. Captain Ferrell is planning on doing some ESO training for the new hires soon.
 12. **Assistant Chief Report – no action –**
 - **Bunker Gear** – Assistant Chief Jurdi looked at three separate manufacturers. The firefighters liked Morning Glory the best and he is planning on replacing a few sets of gear at a time.
 - **Ladder Truck** – Assistant Chief Jurdi is still looking for a used ladder truck.
 - **Station One** was broke into again. The cars they are using for extrication had their catalytic convertors stolen out of them. They tried to get into the CERT

trailer but they were unsuccessful. Assistant Chief Jurdi is looking into getting cameras.

- The mechanic is working out great and the trucks are all up to date with their maintenance.

13. **Good Morning District 13 – no action** – Captain Ladd was unable to attend the meeting this month.

14. **DEM Report – no action** – Captain Taylor gave his DEM report. They are trying to revive HAMS and CERTS since COVID shut that all down.

15. **Adjourn** at 9:44 a.m.

Dated this 10th day of September, 2021.

Chairman/Commissioner
Skagit County Fire District 13

District Secretary, Tracy Berg

Unless otherwise indicated all attachments and notes are maintained by the District Secretary.