

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



ZOOM MEETING MINUTES
February 11th, 2022

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 Scopa 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, Commissioner John Doyle, Commissioner Bobbie Scopa, Chief Wood Weiss, Assistant Chief Jamie Jurdi, District Secretary Tracy Berg, Captain Chris Olbu, Captain Drew Ferrell, Lieutenant Drew Jenkins and Captain Ted Taylor. Guest present was Bill Reynolds from the La Conner Weekly News.
5. **Public Comment** – N/A
6. **Approval of Minutes – action** – District Secretary Berg presented the minutes from the January 14th, 2022 meeting. Commissioner Doyle made a motion to approve the meeting minutes. Commissioner Scopa 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 1/31/2022 in the amount of \$92,712.35. This included payroll check #s 10751-10783 and EFTPS in the amount of \$51,516.08 and check #s 10731-10750 in the amount of \$41,196.27 for accounts payable.
 - Checks and Check Register dated 2/10/2022 in the amount of \$5,546.63 for accounts payable. This included check #s 10784-10795.
 - Transmittal voucher dated 2/1/2022 in the amount of \$105,000.00.
 - 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 1/31/2022.

- Resolution 2022-02-01 – Commissioner Shellhamer made a motion to approve resolution 2022-02-01 which establishes the 2022 salary increases and benefits for District employees. Commissioner Doyle seconded. Commissioner Shellhamer called for any more discussion and then for a vote. The motion passed unanimously. There was a brief discussion on how the CPI was arrived at for 2021 and Commissioner Doyle would like to do some more research and discuss again next month.
8. **Station Improvements – no action** – Commissioner Doyle and Chief Weiss have been working on getting permits squared away. Right now, the sprinkler requirement is still in effect but they can petition for a variance to remove it. Commissioner Doyle has been working with Coach Corral to come up with a purchase price for the unit. The nice thing about them is that they are also a contractor so they can install the unit for us as well. They are still working on getting bids from other manufacturers. Coach Corral currently has a timeline of 10 months to get the unit after we order it. The sprinkler system is installed after the fact so Commissioner Doyle is thinking he would like to apply for the exemption for the sprinklers (it will save us about \$15,000) during that 10-month time frame.
 9. **Chief Report – no action** –
 - **COVID 19 Report** - Chief Weiss gave an update on Covid 19 in the department, the county and the reservation.
 - **Statistical Report** – Chief Weiss gave an update on call statistics.
 - **Meetings** – No report.
 - **AFG Grant** – Chief Weiss has submitted the AFG grant for a 4X4 tactical tender.
 - **911 Tax Increase** - Chief Weiss read a letter from Skagit 911 and let everyone know what Skagit 911 is proposing for a tax increase and why they are proposing it. Commissioner Scopa asked Chief Weiss about the current funding of Skagit 911 and Chief Weiss said he will get that information for her.
 10. **Medical Officer Report – no action** – Captain Ferrell is back and getting caught up with reports. There were 28 transports for the month of January.
 11. **Training Officer Report – no action** – Lieutenant Jenkins had a training schedule for February but with Covid they have postponed training for now. He is thinking March will be heavy medical training for the new EMTs. In the Spring, they will focus on wildland training. Captain Olbu is going to be offering some specialty training classes in March and June. There has been a request for specialty training for oil spills.
 12. **Assistant Chief Report – no action** – Assistant Chief Jurdi sold the ambulance for \$9,600 last month. He is going to put the other ambulance on the same site this month. They are also thinking about auctioning off the air trailer that they don't use anymore. There were a few repairs to the vehicles and equipment. The clinic donated about 100 rapid Covid tests to the District. Assistant Chief Jurdi thanked Captain Olbu for installing a console in the battalion rig. Air fit testing is starting today.
 13. **Good Morning District 13 – no action** – No report - Captain Ladd was unable to attend the meeting. Assistant Chief Jurdi thought our current numbers are a little low.

14. **DEM Report – no action** – Captain Taylor gave his DEM report and a CERT report. The siren in Shelter Bay has been fixed and is now operational. They will be doing a test sound the first Monday of every month at noon. The CERT trailer has been moved to a fenced area around the Swinomish Police Department. Captain Taylor has created a guideline for using the Shelter Bay clubhouse as an emergency shelter. They are planning a Cascadia Rising exercise in June.
15. **Good of the Order** – Commissioner Scopa thanked the staff for all the time they have been putting in during Covid but wanted to remind them that they need to take the time to take care of themselves too.
16. **Adjourn** at 9:56 a.m.

Dated this 11th day of March, 2022.

Chairman/Commissioner
Skagit County Fire District 13

District Secretary, Tracy Berg

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