

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



MEETING MINUTES
August 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 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, Commissioner John Doyle, Chief Wood Weiss, Assistant Chief Jamie Jurdi, District Secretary Tracy Berg, Chief Administrative Assistant Chris Weiss, Lieutenant Drew Jenkins (zoom), Firefighter Andrew Ferrell, Firefighter Logan James, Captain Chris Olbu, Firefighter Andrew Schram, Firefighter Kenna Barnes and Captain Ted Taylor. Guests present were Anacortes Fire Chief Bill Harris, Richard Curtis from ESCI and Bill Reynolds from the La Conner Weekly News. Commissioner Wilbur was unable to attend due to another meeting conflict.
5. **Public Comment** – N/A
6. **Anacortes / SCFD 13 Study – no action** – Anacortes Fire Chief Bill Harris and Richard Curtis from ESCI made a presentation on a study they are pursuing to build a new fire station. The city would like to look at building a new fire station together with District 13 because of the work they do together on a daily basis. The commissioners asked a few questions and there was a brief discussion. The commissioners will review the proposed contract and look at signing it next month.
7. **Approval of Minutes – action** – District Secretary Berg presented the minutes from the July 14th, 2022 meeting. Commissioner Doyle made a motion to approve the meeting minutes. Commissioner Shellhamer seconded. Commissioner Shellhamer called for any more discussion and then for a vote. The motion passed unanimously.
8. **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 8/1/2022 in the amount of \$93,673.12.
This included payroll check #s 11059-11069, DD1081-DD1105 and EFTPS in

the amount of \$57,174.23 and check #s 11045-11058, 11070-11073 in the amount of \$36,498.89 for accounts payable.

- Checks and Check Register dated 8/9/2022 in the amount of \$6,720.71 for accounts payable. This included check #s 11074-11080.
- Transmittal voucher dated 8/1/2022 in the amount of \$75,000.00.
- Commissioner Doyle moved to approve the checks and check registers as presented. Commissioner Shellhamer 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 7/31/2022.

9. **Station Improvements – action** – Commissioner Doyle gave an update on where we are at for the new sleeper unit. He is working on getting the permits from the tribe and from the county. Commissioner Doyle made a motion to move ahead with the permits. Commissioner Shellhamer seconded. Motion passed unanimously. He received the contract from Coach Corral yesterday but he still needs to review it. Commissioner Shellhamer gave Commissioner Doyle permission to sign the contract once he reviews it since the bid was already approved.

10. **Chief Report – action –**

- **COVID 19 Report** - Chief Weiss gave an update on Covid 19 in the county and the reservation. He also gave an update on Monkey Pox.
- **Statistical Report** – Chief Weiss gave an update on call statistics.
- **Meetings** – Chief Weiss had many meetings this past month. The main meeting he attended was a tribal meeting about impact fees. He also attended a meeting about air quality and how to communicate that with our residents.
- **Physicals** – Chief Weiss is still waiting to hear back if the clinic can help us with physicals.
- **Tactical Vests** – Chief Weiss is still looking into purchasing tactical vests.
- **Community Paramedicine Program / Full Time Firefighters** – Chief Weiss is still working on getting the funding for the community paramedic program to get it started. He thinks it will be in the next couple of months. He is also looking at funding for a full-time firefighter position.
- **Forcible Entry Door Prop** – Chief Cowan from the Swinomish Tribe is going to purchase the door prop and will share the costs with various organizations. Our portion of the prop will be approximately \$2,000.00.
- **Updated Mobilization SOG** – Commissioner Shellhamer made a motion to approve the updated rates for the mobilization policy (SOG 711). Commissioner Doyle seconded. Chairman Shellhamer called for any more discussion and then for a vote. The motion was unanimously approved.
- **Shifter Stipends / Gas Stipend** – Chief Weiss asked the commissioners to increase the shifter stipends. We are having staffing issues and he is hoping this will help us be more competitive and retain our current firefighters. Chief Weiss also asked the commissioners about providing a fuel stipend per shift since the cost of fuel is so high. Commissioner Doyle made a motion to

- provide a fuel stipend of \$10 per shift to the firefighters. Commissioner Shellhamer seconded. After more discussions, Commissioner Shellhamer moved to amend the motion to up the fuel stipend to \$20 per shift for everyone except for the Chief (who has a vehicle provided). Commissioner Doyle seconded. Motion passed unanimously. Commissioner Shellhamer then made a motion to approve the amended shifter stipend SOG. Commissioner Doyle seconded. Motion passed unanimously.
- **New Training Officer** – Lieutenant Drew Jenkins has received a new job so Chief Weiss and Assistant Chief Jurdi are in discussions to find a new training officer.
 - **Wildland Deployment** – Chief Weiss thanked Assistant Chief Jurdi for his wildland mobilization. They received great reviews on the deployment.
11. **Medical Officer Report – no action** – Captain Drew Ferrell gave an update on medical records and transports. Last month they had 25 transports.
 12. **Training Officer Report – no action** – Lieutenant Jenkins gave an update on upcoming training. Wednesday training attendance has been good lately.
 13. **Specialty Training Report – no action** – Captain Olbu gave an update on specialty training that is coming up. Six people passed the classroom portion of EVIP in July. They are working on the rodeos now. He has been working on a basic pump operations class.
 14. **Assistant Chief Report – no action** –
 - Assistant Chief Jurdi met with the salesperson from Seawestern to look at some different products.
 - The RIT pack had to get repaired along with some of the SCBA packs and bottles. The packs and the bottles are still under warranty.
 - Assistant Chief Jurdi just got back from the Williams Lake Fire deployment with Jackson Grande and Tim Wurtz. They received stellar reviews. They did have a few truck issues but the truck is getting fixed now. The brush truck was supplied well but the officers are going to meet soon to see if anything else needs to be added to the truck.
 15. **Morning District 13 – no action** – Captain Ladd was unable to attend the meeting. There has been more interest in the program lately.
 16. **DEM Report – no action** – Captain Taylor gave his DEM report. DEM is just finishing up their database. The CERT program is still very short of volunteers so they are looking at other avenues to recruit volunteers.
 17. **Adjourn** at 10:36 a.m.

Dated this 8th day of September, 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.