

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



MEETING MINUTES
September 8th, 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 Shellhamer moved to approve the agenda. Commissioner Wilbur 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 Jeremy Wilbur, Chief Wood Weiss, Assistant Chief Jamie Jurdi, District Secretary Tracy Berg, Chief Administrative Assistant Chris Weiss, Firefighter Andrew Ferrell (Zoom), Firefighter Andrew Schram (Zoom) and Captain Ted Taylor. Guest present was Bill Reynolds from the La Conner Weekly News. Commissioner Doyle was unable to attend.
5. **Public Comment** – N/A
6. **Approval of Minutes – action** – District Secretary Berg presented the minutes from the August 11th, 2022 meeting. Commissioner Shellhamer made a motion to approve the meeting minutes. Commissioner Wilbur 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 9/1/2022 in the amount of \$79,817.83. This included payroll check #s 11102-11110, DD1106-DD1126 and EFTPS in the amount of \$68,132.21 and check #s 11081-11101, 11111-11112 in the amount of \$11,685.62 for accounts payable.
 - Checks and Check Register dated 9/8/2022 in the amount of \$7,976.10 for accounts payable. This included check #s 11113-11121.
 - Transmittal voucher dated 9/1/2022 in the amount of \$215,000.00.
 - Commissioner Shellhamer moved to approve the checks and check registers as presented. Commissioner Wilbur seconded. Chairman Shellhamer called for any more discussion and then for a vote. The motion was unanimously approved.

- District Secretary Berg will email the financial reports ending 8/31/2022 later in the day.
8. **ESCI Contract – no action** – Commissioner Shellhamer and Commissioner Wilbur both agreed that they do not want to move forward with the ESCI contract with Anacortes and ESCI because we just finished up our 5-year plan and are not quite ready to enter into a contract like this even though they value the relationship we have with Anacortes. Commissioner Shellhamer will send them a letter.
 9. **Station Improvements – no action** – Commissioner Doyle sent an update to Chief Weiss stating that the permits are still in process. He has a few things to work out with the county but he will work on it when he gets back. Everything is moving forward.
 10. **Chief Report – action** –
 - **COVID 19 Report** - Chief Weiss gave an update on Covid 19 in the county and the reservation.
 - **Statistical Report** – Chief Weiss gave an update on call statistics.
 - **Meetings** – Chief Weiss had a meeting with the La Conner and McLean chiefs to discuss a live fire training that is coming up in October.
 - **Community Paramedicine Program / Full Time Firefighters** – Chief Weiss is still working on the job description. He is going to post an ad for it in the next couple of days. There will be two hybrid positions available. The pay is going to be around \$60,000 with benefits. Chief Weiss would also like to increase Assistant Chief Jurdi's pay.
 - **Incentives** – Chief Weiss would like to offer incentives to new people and also to retain our current people. The expectation would be that they have to work a certain number of shifts per month. He is going to speak with our attorney on how to write it up. There was a brief discussion on who should get the incentive and how much it should be. Chief Weiss would like to pay \$1,000 for new people and \$1,000 to retain our current firefighters. He will present again next month after he has more details.
 - **Engine 1321** – The door was left open on 1321 when it was leaving the building. The building is okay but there is a dent in the truck.
 - **Golf Tournament** – The Association is hosting a golf tournament this weekend.
 - **Students** – Firefighter/EMT Schram has been working hard with the students to get them ready to pass the NREMT test. Chief Weiss would like to offer an incentive of \$500 to each student to pass their EMT test. Commissioner Shellhamer made a motion to pay the \$500 incentive to the four people in training (students) as long as they sign a contract with the District. Commissioner Wilbur seconded. Chairman Shellhamer called for any more discussion and then for a vote. The motion was unanimously approved.
 11. **Medical Officer Report – no action** – Captain Drew Ferrell gave an update on medical records and transports.
 12. **Training Officer Report – no action** – Lieutenant Jenkins was unable to attend the meeting.
 13. **Specialty Training Report – no action** – Captain Olbu was unable to attend the meeting.

14. Assistant Chief Report – no action –

- Assistant Chief Jurdi spoke with Chief Skrinde and there are some possible mobilizations that they could be sent on. They are on standby.
- The air refill compressor needs to be serviced. SeaWestern is going to purge the system later in the month.
- SCBA packs are also going to be tested later this month.
- Assistant Chief Jurdi has been working on getting the side of 1329 fixed. He is having issues finding a body shop that can fit the vehicle inside their building.

15. Morning District 13 – no action – Captain Ladd was unable to attend the meeting.

16. DEM Report – no action – Captain Taylor gave his DEM report. CERT is planning on having an event in Shelter Bay in October to recruit new volunteers.

17. Adjourn at 9:39 a.m.

Dated this 13th day of October, 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.