

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



MEETING MINUTES
March 9th, 2023

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 as presented. 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 (Zoom), Chief Wood Weiss, Assistant Chief Jamie Jurdi, District Secretary Tracy Berg, Captain Andrew Ferrell, Captain Chris Olbu and Firefighter Lucas Villard.
5. **Public Comment** – N/A
6. **Approval of Minutes – action** – District Secretary Berg presented the minutes from the February 9th, 2023 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.
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 3/01/2023 in the amount of \$241,571.40. This included payroll check #s 11353-11359, DD1255-DD1282 and EFTPS in the amount of \$76,625.66 and check #s 11326-11352 in the amount of \$164,945.74 for accounts payable.
 - Checks and Check Register dated 3/07/2023 in the amount of \$4,015.52 for accounts payable. This included check #s 11360-11369.
 - Transmittal voucher dated 3/1/2023 in the amount of \$100,000.00.
 - 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 2/28/2023.
8. **Station Improvements – action** – Commissioner Doyle gave an update on the

resident unit. The unit has been delivered and should be ready to move in by the end of the month.

9. **Chief Report – no action –**

- **Statistical Report** – Chief Weiss gave an update on call statistics.
- **Meetings** – Chief Weiss attended the Chief's meeting.
- **Full Time Firefighter Positions** – Chief Weiss is expecting funds next week so that he can move forward with the firefighter positions.
- **Fire Marshal Letter** – The fire marshal's office will be responding to nuisance burn complaints during business hours only, Monday through Friday, 8am to 4pm starting March 1st. The rural chiefs have a problem with this due to the fact they have no authority to issue tickets.
- **Leadership Conference** – Chief Weiss attended a leadership conference in Portland last week after the Nicholson and Associates meeting. The speakers spoke about mental illness, PTSD and suicide prevention. Overall, the speakers were really good.
- **Nicholson & Associates Meeting** – At the Nicholson and Associates meeting, everyone was informed that Nicholson and Associates have signed a contract where they will no longer be able to be our insurance company. We will now be directly under VFIS.
- **Stairclimb** – Chief Weiss is climbing this Sunday with Firefighter Barnes, Lieutenant Holmberg and Lieutenant Harris.
- **Safer Grant** – The safer grant is due next Friday and Chief Weiss is working on the narratives.
- **Door Prop** – Chief Weiss thought the door prop was ordered already but it wasn't. He asked Captain Olbu to look into getting it ordered now.

10. **Medical Officer/CARES report – no action** – Captain Ferrell gave an update on transports and the CARES program. For the month of February there were 22 transports. There are a lot of backordered medical supplies right now. They were able to get some magnets for the doors of the tribal vehicle. He has a meeting with the social worker from Island Hospital next week. The CARES program is going good!

11. **Training Report – no action** – Captain Olbu gave an update on training. February's training topic was Hazmat. This month's training focus is on MCIs, mass casualty incidents. Lieutenant Cole put on a two-day RIT class in February.

12. **Battalion Chief Report – no action –**

- 1329 is now mechanically fixed. It is scheduled to go to Braun on the 13th to get the body work fixed.
- First wildland class is coming up on the 13th with four attending.
- We are hosting an incident command class the end of the month.
- Red card refresher is coming up in June with 14 attending.
- There is also a sawyer class coming up.
- He has been having trouble getting some of the wildland fire equipment. Radios have been very difficult.
- Firefighter Grossenbacher has completed his probationary book.

13. **Good Morning District 13 – no action** – Captain Ladd was unable to attend meeting. Chief Weiss did attend a joint harbor operations meeting with Captain

- Ferrell that Captain Ladd had put together. It was a really good discussion.
14. **DEM Report – no action** – Captain Taylor was unable to attend meeting.
15. **Adjourn** at 9:48 a.m.

Dated this 13th day of April, 2023.

Chairman/Commissioner
Skagit County Fire District 13

District Secretary, Tracy Berg

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