

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



MEETING MINUTES
April 13th, 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, Commissioner JJ Wilbur, Chief Wood Weiss, Assistant Chief Jamie Jurdi, District Secretary Tracy Berg, Captain Andrew Ferrell, Captain Gary Ladd, Captain Chris Olbu and Captain Ted Taylor. Bill Reynolds from the La Conner Weekly News was also present.
5. **Public Comment** – Bill Reynolds thanked Logan James for sending him the information about the adopt a hydrant event.
6. **Approval of Minutes – action** – District Secretary Berg presented the minutes from the March 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 4/01/2023 in the amount of \$98,255.51. This included payroll check #s 11370-11375, DD1283-DD1310 and EFTPS in the amount of \$74,758.81 and check #s 11376-11399 in the amount of \$23,496.70 for accounts payable.
 - Checks and Check Register dated 4/13/2023 in the amount of \$13,994.16 for accounts payable. This included check #s 11400-11412.
 - Transmittal voucher dated 4/1/2023 in the amount of \$100,000.00.
 - 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 3/31/2023.
8. **Residence Name – action** – Commissioner Shellhamer made a motion to name the new residence unit to honor past commissioner Larry Kibbee. Commissioner Doyle seconded. Chairman Shellhamer called for any more discussion and then for a vote. The motion was unanimously approved.
 9. **Station Improvements – no action** – Chief Weiss gave an update on the resident unit. The deck is the main issue right now. He is working with the county and Coach Corral to get new plans drawn up. He is thinking it will be ready to go in a couple of weeks.
 10. **Chief Report – action –**
 - **Statistical Report** – Chief Weiss gave an update on call statistics.
 - **Meetings** – Chief Weiss gave an update on the meetings he attended. EMS is still working with the hospitals about ambulances being diverted.
 - **Old Residence Updates** – The old residence is needing some work done. Captain Jesse Strinden has offered to spearhead the work. He would like to replace the flooring and paint the entire inside. Chief Weiss asked for \$5,000 to update the old residence. Commissioner Doyle made a motion to approve the \$5,000 to update the old residence. Commissioner Shellhamer seconded. Chairman Shellhamer called for any more discussion and then for a vote. The motion was unanimously approved.
 - **Black Top Reseal** – Chief Weiss would like to start looking into getting the black top resealed at Station 2.
 - **Bunker Gear** – Chief Weiss is going to order a different type of hood for the firefighters.
 - **Leather Boots** – Chief Weiss asked the commissioners about purchasing leather boots for the firefighters. He suggests that if someone has been here more than three years, we will pay for leather boots. If they have been here less than three years, we will only pay for rubber boots. There was a brief discussion about how long the boots last. Chief Weiss will bring up again next month.
 - **Volunteer Program** – Chief Weiss is wanting to work on getting more volunteers from the community and the tribe.
 11. **Medical Officer/CARES report – no action** – Captain Ferrell gave an update on transports and the CARES program. There were 19 transports last month. Captain Ferrell is working with the social worker from Island Hospital. He is generating a couple of Mobile Integrated Healthcare calls a week. The police have been requesting us more often.
 12. **Training Report – no action** – Captain Olbu gave an update on training. They have been working on MCIs. Last week they had an MCI drill with a box van truck crashing into restaurant. This month they are doing a review of scene stabilization and vehicle stabilization. Next month will be the marina drill.
 13. **Battalion Chief Report – no action –**
 - First Wildland class was a couple of weekends ago. We had four of our firefighters get type 5 certified.
 - Wildland refresher is May 13th.

- DNR PPE grant opens the end of April.
- The ambulance will be going to Braun on April 17th to get fixed.
- The old ambulance has not been getting the bids they thought it would.
Battalion Chief Jurdi is thinking about putting it on a different platform to try to sell it.

14. **Good Morning District 13 – no action** – Captain Ladd gave his monthly Good Morning District 13 report. He has three new interviews this week. The program is matching up really well with the CARES program.

15. **DEM Report – no action** – Captain Taylor gave his monthly DEM report. There is a drill coming up on October 7th in Shelter Bay. The National Great Shake Out is scheduled for October 19th at 10:19 a.m. Captain Ladd gave an update on HAM and CERT communications as well. The Town of La Conner has established an Emergency Management Council and are looking into having a CERT program there too.

16. **Adjourn** at 10:02 a.m.

Dated this 11th day of May, 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.