

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



MEETING MINUTES
February 8, 2024

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, Battalion Chief Jamie Jurdi, District Secretary Tracy Berg, Captain Andrew Ferrell, Captain Chris Olbu, Captain Gary Ladd, Firefighter Cole Mardesich, Firefighter Nick Mardesich, Firefighter Jackson Grande, Firefighter Noah Lee and Captain Jesse Strinden. Bill Reynolds from the La Conner Weekly News was also present along with several employees from HF Sinclair.
5. **Public Comment** – N/A
6. **Power Loader / HF Sinclair – no action** – HF Sinclair employees came to the meeting to check out the new power loader that HF Sinclair donated \$26,000 towards. Many pictures were taken of the power loader with the crew and employees of HF Sinclair.
7. **Firefighter Pinning** – Battalion Chief Jurdi gave the firefighter oath to Firefighter Nick Mardesich.
8. **Approval of Minutes – action** – District Secretary Berg presented the minutes from the January 11th, 2024 meeting. Commissioner Shellhamer made a motion to approve the meeting minutes. Commissioner Doyle seconded. Commissioner Shellhamer called for any more discussion and then for a vote. The motion passed unanimously.
9. **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 2/1/2024 in the amount of \$103,054.65. This included check #'s 11767-11791 for accounts payable in the amount of \$23,544.32 and check #'s 11792-11796, DD1573-DD1601 and EFTPS in the amount of \$79,510.33 for payroll.
 - Checks and Check Register dated 2/8/2024. This included accounts payable check #s 11797-11805 in the amount of \$38,454.25.

- Transmittal voucher dated 2/1/2024 in the amount of \$160,000.00
 - 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 will send out the financial report ending 1/31/2024 as soon as the county sends their reports for the month.
 - Resolution 2024-02-01 – Commissioner Doyle made a motion to approve a salary increase of 3.4% per resolution 2024-02-01. Commissioner Shellhamer seconded. Commissioner Shellhamer called for any more discussion and then for a vote. The motion passed unanimously.
10. **Joint Committee w/ Town of La Conner – no action** – Chief Weiss reported that the town is still working on getting a boat.
11. **Chief Report – action** –
- **Statistical Report** – Chief Weiss presented his statistical reports for the month of January.
 - **Skagit Bay Search & Rescue** – There was a brief discussion about the MOU. The attorney has made the changes that Skagit Bay Search and Rescue requested. The new MOU will be presented back to Skagit Bay Search and Rescue for signatures.
 - **Mustang Suits / Water Rescue / Training** – There has been two water rescues recently. Because of this, Chief Weiss would like to get the appropriate training for water rescues along with the appropriate equipment. The commissioners agreed to have Chief Weiss pursue.
 - **EMS Levy** – Skagit County EMS will be on the ballot for a replacement levy in April. Chief Weiss fully supports the levy as we do receive funds from that levy.
 - **BLS Protocols** – Skagit County EMS has handed out an updated set of BLS protocols.
 - **Compressor** – The SCBA compressor has failed. The technician isn't sure he can repair it. A new unit would cost around \$20,000 but it could be possible to purchase a used one.
 - **Front Door Lock** – Chief Weiss would like to get a new lock for the front door so that the door will remain locked at all times. Everyone who needs access would have their own code.
12. **Medical Officer/CARES report – no action** – Captain Ferrell gave an update on transports along with statistical reports. He also gave an update on the CARES program. They met recently with North County and Anacortes about their CARES programs. He is looking into having our EMT's become IV techs so that our EMT's would be able to administer IV's to patients. He is also looking into a new software program for CARES. Captain Strinden spoke about some upcoming training the three CARES firefighters will be attending in the next couple of months. Chief Weiss would like to see them become part of a State organization for CARES programs.
13. **Training Report – no action** – Captain Olbu gave his monthly update on training. Live fire is this weekend. Last month's main training focus was EVIP.

This month's main focus will be harassment. There were several firefighters that attended the Region 3 training at the college last weekend.

14. **Battalion Chief Report – no action** – BC Jurdi had left the meeting early to attend some training and was not available for his report.
15. **Emergency Management Report – no action** – Captain Taylor was on vacation but Captain Ladd gave a brief update. They are still planning the March 30th windstorm event.
16. **Good of the Order** – Commissioner Shellhamer let everyone know that his neighbor was thrilled that our firefighters came and installed a new smoke detector for him!
17. **Adjourn** at 10:02 a.m.

Dated this 14th day of March, 2024.

Chairman/Commissioner
Skagit County Fire District 13

District Secretary, Tracy Berg

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