

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



**MEETING MINUTES**  
**April 11, 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, Commissioner JJ Wilbur (Zoom), Chief Wood Weiss, Battalion Chief Jamie Jurdi, District Secretary Tracy Berg, Captain Chris Olbu, Captain Gary Ladd, Captain Ted Taylor (Zoom), Captain Drew Ferrell, Firefighter Cole Mardesich and Captain Jesse Strinden. Bill Reynolds from the La Conner Weekly News was also present.
5. **Public Comment** – N/A
6. **Approval of Minutes – action** – District Secretary Berg presented the minutes from the March 14<sup>th</sup>, 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.
7. **Financial and Administrative Reports – action** – District Secretary Berg presented the following checks and check registers for approval by the Board:
  - Check Register Dated 4/1/2024 for \$123,461.02 (Check #'s 11853-11859, DD1631-DD1661 and EFTPS in the amount of \$85,328.76 for payroll) (Check #'s 11860-11887 in the amount of \$38,132.26 for accounts payable)
  - Check Register Dated 4/9/2024 for \$7,215.91 (Check #'s 11888-11897 for accounts payable)
  - Transmittal \$150,000
  - Financial Report March 31, 2024
  - 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.
8. **Delegation of Spending Authority in Emergency Situations – no action** – Commissioner Doyle attended the EOC exercise and a topic that came up was the delegation of spending authority in emergency situations for the fire district. The commissioners agreed to have Secretary Berg look into how other departments solve this.

9. **Town of La Conner– no action** – Chief Weiss reported that the town is looking to make 1st street a one-way street.

10. **Chief Report – action –**

- **Statistical Report** – Chief Weiss presented his statistical reports for the month of March.
- **EMS Levy** – The ballots have been mailed. Election date is April 23<sup>rd</sup>. Chief Weiss did send a statement to Ken Stern about the proposition.
- **Compressor** – Chief Weiss received three quotes for a compressor. His choice would be the Bauer compressor through SeaWestern. It is the type of system we already have and they were also the cheapest. This quote does not include the bottles so he is looking into get them somewhere else. (The bottles will be an additional \$8,000 to \$9,000). We might also need to have an electrician come in to change some of our wiring. Chief Weiss is still trying to get Marathan to donate some money towards the compressor. He is also going to reach out to Life Flight to see if they would be willing to donate towards it. Chief Weiss thanked Chief Ekkelkamp from McLean Road for allowing us to use their air refill station to fill our bottles. Commissioner Doyle made a motion to have Chief Weiss move forward with purchasing the new compressor and bottles. Commissioner Shellhamer seconded. Motion passed unanimously.
- **FEMA Grant** – Chief Weiss has been working on the safer grant through FEMA for additional staffing. The deadline is April 12<sup>th</sup>.
- **Staffing at Station One** – Chief Weiss is looking into adding additional staffing for Station One (separate from the FEMA grant). He is still working on the logistics. Firefighter C. Mardesich gave some statistics on call volume for the Casino but Commissioner Doyle would like to see some additional statistics on whether or not it would be beneficial. Chief Weiss believes that we can offset the costs with additional transports. There were additional discussions about the benefits that we (and our constituents) could incur from having the additional staffing.
- **Physicals** – Chief Weiss would like to start offering yearly physicals to all the firefighters. Currently we only offer them when they start. Commissioner Shellhamer made a motion to move ahead with a yearly physical for all firefighters if they choose. Commissioner Doyle seconded. Motion passed unanimously.
- **Insulated Connex** – Anacortes Fire is donating a Connex to District 13. They are moving it today.
- **Cameras** – Chief Weiss would like to look into getting cameras over at Station One.
- **Skagit Bay Search and Rescue** – The boat will be named Marine 13.

11. **Medical Officer/CARES report – no action** – Captain Ferrell presented his graphs for the month for transports and for CARES (MIH visits). Captain Ferrell and Captain Strinden are working on a pre-employment physical agility test. Captain Ferrell and Captain Strinden met with the support officer for Skagit County. The County is changing the CISM model to a peer support model. Captain Strinden stated our CARES employees are talking about becoming certified in that peer support program to be able to help our firefighters and others in our area.

12. **Training Report – no action** – Captain Olbu gave his monthly update on training. He thought the disaster drill was good. Last month's training focus was on hazmat. This month the focus will be on extrication. He has been working on the drill grounds

getting them all cleaned up. The next live fire is scheduled for May 4<sup>th</sup>. They will also start training in wildland fire soon. Tentatively the marine fire drill will be in June. They also did some training with the new tools they received from the donation from Skagit Farmer's Supply.

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

- BC Jurdi met with a person about a tactical tender. To buy a new one the cost would be about \$400,000 and take about 3 years to get. He suggests that we purchase a military surplus engine (cost between \$6,000 to \$20,000) and we could get it operational for an additional \$100,000. (Instead of building brand new). The DNR would probably help us with outfitting that. Commissioner Doyle thought that made more money sense. There is a company in Eastern Washington that does the outfitting. The commissioners agreed to have BC Jurdi look into it further. The Brinnon Fire Department is offering their hummer brush truck to District 13 if we still want it. BC Jurdi will plan on picking it up next week.
- BC Jurdi put in for the DNR phase one grant. He spent just over \$2,000 but is getting about \$7,000 of equipment.
- DNR refresher will be later in April.

**14. Emergency Management Report – no action –** Captain Taylor thought the EOC exercise went very well. Captain Ladd also thought it went well. They had over 36 individuals helping out plus a few fire department personnel. The main goal of the exercise was to determine the effectiveness of their communications. They learned a lot from Brad Reading who is a nationally recognized incident commander. The Ham Radio club from Anacortes was there and was also very helpful. Captain Ladd thought it would've been helpful if District 13 would've had an actual "training" so that more firefighters would've come to the training. Captain Taylor said the next training will be in August and will be a wildfire drill of some sort.

**15. Adjourn** at 10:13 a.m.

Dated this 9<sup>th</sup> day of May, 2024.

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Chairman/Commissioner, Bruce Shellhamer

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District Secretary, Tracy Berg

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