

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



MEETING MINUTES
August 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 Shellhamer moved to approve the agenda as presented. 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 John Doyle, Commissioner JJ Wilbur, Chief Wood Weiss, District Secretary Tracy Berg, Captain Chris Olbu, Captain Gary Ladd, Captain Ted Taylor, Captain Jesse Strinden and Firefighter Cole Mardesich. Bill Reynolds from the La Conner Weekly News was also present along with guest John Tanaka.
5. **Public Comment** – N/A
6. **Approval of Minutes – action** – District Secretary Berg presented the minutes from the July 18th, 2024 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:
 - Check Register Dated 8/1/2024 for \$116,319.82 (Check #'s 12013-12016, DD1745-DD1773 and EFTPS in the amount of \$82,380.02 for payroll) (Check #'s 12017-12034 in the amount of \$33,939.80 for accounts payable)
 - Check Register Dated 8/8/2024 for \$6,437.55 (Check #'s 12035-12042 for accounts payable)
 - Transmittal \$125,000
 - Financial Report July 31, 2024
 - 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.
8. **Town of La Conner– no action** – Commissioner Doyle and Chief Weiss are meeting with the town administrator and the town fire chief this afternoon to discuss the possibility of forming an RFA.
9. **Assistant Chief Position** – Commissioner Shellhamer proposed that we hire John Tanaka as a chief consultant to help guide Chief Weiss in our efforts to improve our

policies, procedures, organization structure, etc. Commissioner Wilbur and Commissioner Doyle both agreed with Commissioner Shellhamer. From a budget perspective, the funds to pay John Tanaka will come out of the Assistant Chief account which was approved in the 2024 budget.

10. **Chief Report – action –**

- **Statistical Report** – Chief Weiss gave his monthly statistical report.
- **Meetings** – The recommended units with dispatch went live today.
- **Compressor** – Chief Weiss is still working on some issues with getting the compressor.
- **Summit Shifters** – Having the additional shifter has slightly helped our response times.
- **Asphalt Resealing** – Everything has been sealed and the lines have been painted.
- **Lid Lift** – Chief Weiss is still wanting to start looking into doing a lid lift next year.
- **EV Blanket** – Chief Weiss is still looking into EV blanket will work best for the department.

11. **Medical Officer/CARES report – no action** – Firefighter Strinden presented the graphs for the month for transports and for CARES (MIH visits). He has been working on a peer support policy/program. He also gave an update on the CARES program. Firefighter C. Mardesich has been working with the Good Morning District 13 and signing up new people. Firefighter C. Mardesich also mentioned that they have been participating in events around the community.

12. **Training Report – no action** – Captain Olbu gave his monthly update on training. Captain Ladd has been working to orient everyone with the boat.

13. **Battalion Chief Report – no action** – BC Jurdi was on a mobilization. He has been reporting in. They are still in Stehekin and will be there for a total of 21 days. Chief Weiss thanked everyone that helped filled in the open shifts due to the mobilization.

14. **Emergency Management Report – no action** – Captain Ladd created a comparison chart for June 2023/2024 and July 2023/2024 to show the power usage for the solar panels versus the power grid. There has been a little bit of savings. He did notice that our power usage has also been down. He is hoping to have an update from the tribe about the solar grant next month. Captain Taylor has been mainly working on evacuation and staffing in the event of a major emergency.

15. **Adjourn** at 9:59 a.m.

Dated this 12th day of September, 2024.

Chairman/Commissioner, Bruce Shellhamer

District Secretary, Tracy Berg

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