

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



MEETING MINUTES
September 12, 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, Chief Wood Weiss, District Secretary Tracy Berg, Battalion Chief Jamie Jurdi, Captain Chris Olbu, Captain Ted Taylor, Captain Andrew Ferrell, Captain Jesse Strinden, Firefighter Caleb Castle and Firefighter Cole Mardesich. 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 August 8th, 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 9/1/2024 for \$112,742.72 (Check #'s 12043-12047, DD1774-DD1802 and EFTPS in the amount of \$82,390.12 for payroll) (Check #'s 12048-12072 in the amount of \$30,352.60 for accounts payable)
 - Check Register Dated 9/12/2024 for \$91,628.65 (Check #'s 12073-12081 in the amount of \$46,891.15 for accounts payable and check #s DD1803-DD1805 and EFTPS in the amount of \$44,737.50 for payroll) (Replaced check # 11553 with check #12073 and replaced check #11900 with check #12074)
 - Transmittal \$175,000
 - Financial Report August 31, 2024
 - 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.
8. **Town of La Conner– no action** – Commissioner Doyle and Chief Weiss met with the Town of La Conner and have decided no further meetings are needed.
9. **Chief Report – action** –
 - **Pinning of Caleb Castle** – BC Jurdi pinned Firefighter Castle.

- **Statistical Report** – Chief Weiss gave his monthly statistical report.
 - **Meetings** – The EMS technical committee presented their 2025 budget. District 13 will be getting a 5.5% increase over last year.
 - **Compressor** – The compressor is expected to be delivered on Friday. The bottles were delivered on Wednesday.
 - **Summit Shifters** – The numbers have been down in general but still beneficial to have the crew there.
 - **Lid Lift** – No new information at this time.
 - **EV Blanket** – Chief Weiss is working with the tribe to get us an EV blanket through a grant.
 - **Image Trends** – We currently use Emergency Reporting for our NFIRS reporting but it is ending next year. ESO purchased Emergency Reporting and is phasing it out and will do the NFIRS reporting through ESO. Another company, Image Trends, is used by Burlington and Sedro Woolley so Chief Weiss is going to look at a demo from them, before deciding on which product to use going forward.
 - **SBSAR – Bay 3** – Skagit Bay Search and Rescue has another boat based out of Skyline. The information about the boat has been sent to the insurance company to get a quote on covering it. Chief Weiss is unsure if the boat will be beneficial to District 13 since it's not based in our District.
 - **Newsletter** – The newsletter has been completed and will go out later this month. The goal is to send out a newsletter quarterly.
 - **SOG 112 / Travel and Per Diem Guideline** – The policy was changed to pay a per diem rate per GSA. Commissioner Shellhamer made a motion to approve the change. Commissioner Doyle seconded. Motion passed unanimously.
 - **Medical Q&A** – Firefighter Hawkins will be covering the medical Q&A for Captain Ferrell, October through February and Chief Weiss would like to compensate him \$250.00 a month for that. Commissioner Shellhamer made a motion to approve to the pay. Commissioner Doyle seconded. Motion passed unanimously.
 - **Medical Billing** – table until next month.
 - **Surplus Compressor** – Commissioner Doyle made a motion to surplus the old compressor. Commissioner Shellhamer seconded. Motion passed unanimously.
 - **Lexipol** – Chief Weiss would like to switch our policies/procedures to Lexipol. We will need to spend about 4 to 10 months updating the policies and procedures to fit our department. Commissioner Shellhamer made a motion to subscribe with Lexipol for one year. Commissioner Doyle seconded. Motion passed unanimously.
 - **1329** – A1329 needs a new turbo and should be fixed next week (in Bellingham).
 - **1311** – The mechanic is back in town and will be fixing 1311 ASAP.
 - **Training Center** – Chief Weiss asked the commissioners about the Hamilton Fire Department using the training center. Commissioners are okay with them using it.
 - **Red Cross** – The Red Cross would like to do a wildland prep program in Shelter Bay.
10. **Medical Officer/CARES report – no action** – Captain Ferrell would like to purchase a Zoll monitor. He gave some background information on what it can do. The cheapest price he can find is \$17,995 (refurbished). The county will need to approve our EMTs using it before we purchase. All EMTs would have to be trained to use it. Captain

Ferrell presented the BLS transport graphs and the MIH graphs. Captain Strinden gave an update on the peer support program. Captain Ferrell also stated that for the first time since inception of the CARES program, Digwalic reached out to the CARES officers about a patient.

11. **Training Report – no action** – Captain Olbu gave his monthly update on training. In August, they did ventilation training. They just completed the 3rd quarter OTEP. They are still working on EVIP training. He has an upcoming rope rescue training. Next month he has a live fire MCO scheduled where he will also invite our neighbors.
12. **Battalion Chief Report – no action** – BC Jurdi spoke about the mobilization to Stehekin. It was for 2 weeks. The trucks had to be barged. There was a lot of prepping houses to keep them safe from the fire. The fire was classified as a spy camp so we will be paid an additional \$1,000 a day for our truck.
13. **Emergency Management Report – no action** – Captain Taylor gave his monthly DEM report. The Red Cross is just starting to get into wildland planning. Evacuation planning has slowed to a crawl. This Saturday is a Swinomish preparedness fair.
14. **Adjourn** at 10:40 a.m.

Dated this 10th day of October, 2024.

Chairman/Commissioner, Bruce Shellhamer

District Secretary, Tracy Berg

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