



Jefferson County Fire Protection District No. 2

Commissioner Art Frank
Board Chair

Commissioner Melody Bacchus
Commissioner Marcia Kelbon

P.O. Box 433, Quilcene, WA 98376 ■ 360-765-3333

MINUTES of the SPECIAL MEETING of the BOARD OF FIRE COMMISSIONERS held at BOB WILSON STATION 21 in QUILCENE, WA on JUNE 17, 2024

ATTENDANCE:

Commissioner/Chair Frank
Commissioner Bacchus
Commissioner Kelbon
Secretary Rewitzer
Chief McKern

Lt. Singleton
Temp FF/EMT Heggie
Volunteer D. Svetich
Volunteer Neuenschwander

CALL TO ORDER:

Commissioner Frank called the meeting to order at 4:30 p.m.

PLEDGE OF ALLEGIANCE:

Temp FF/EMT Heggie led the pledge.

VOLUNTEER FIREFIGHTERS RELIEF & PENSION BOARD BUSINESS

Former Volunteer Cass Whalen applied to the Board for Volunteer Firefighters and Reserve Officers (BVFF) for a lump sum settlement in lieu of a monthly retirement pension. Acting as the local board, commissioners reviewed the certification documents and payment request. Mr. Whalen served as a District volunteer from 1989 to 2002 (14 years). Commissioner Frank moved to certify Mr. Whalen's eligibility and payment by the BVFF. Commissioner Bacchus seconded. The motion carried unanimously. Commissioner Frank and Secretary Rewitzer signed the Certificate of Eligibility and payment forms.

PUBLIC COMMENTS:

No comments received.

APPROVAL OF AGENDA:

Commissioner Frank moved to accept the agenda. Commissioner Bacchus seconded. The motion carried unanimously.

APPROVAL OF CONSENT AGENDA:

Items listed below were distributed to the Board in advance for review and enactment in one motion. Commissioner Kelbon moved to approve the Consent Agenda. Commissioner Bacchus seconded. The motion carried unanimously.

1. Approval of May 20, 2024 Special Meeting Minutes
2. Approval of June 17, 2024 Vouchers in the Amount of \$83,460.70

REPORTS:

Commissioners were provided with the Monthly Fire Chiefs Report, Treasurer's Report, Budget Position Report, and District Secretary's Report. In addition:

- Chief McKern provided an update regarding the water tank on Engine 21.
- Commissioners reviewed financial reports. Secretary Rewitzer reported on corrections to the Treasurer's Report to synchronize *Fund* and *Cash Account* balances and the addition of a reporting line on the Budget Position Report for *Debt Service – SBITA and LT Leases* to

comply with GASB requirements. Secretary Rewitzer reported that a grateful citizen donated \$100 to be used to provide ice cream treats for members.

- Commissioner Kelbon asked about water issues at Center Valley Animal Rescue (CVAR). Lt. Singleton explained about response pre-planning with CVAR and Chief McKern explained about CVAR's current WSRB rating.
- Commissioner Frank commented on the condition of Station 23 and requested that *facilities maintenance* be added as an item for discussion at the next meeting.

CORRESPONDENCE

Commissioners reviewed a letter from the DNR received June 5, 2024 notifying the District of a public hearing to be held in Coyle on June 17, 2024 at 6:00 p.m. regarding a proposed expansion to the Dabob Bay Natural Resources Conservation Area. The letter had prompted the Chair to call for a Special Meeting at 4:30 p.m. in place of the regular meeting at 7:00 p.m. so commissioners and members could attend the hearing. Commissioner Kelbon and Chief McKern will attend the hearing on behalf of the District. Commissioners discussed the effect of the DNR's proposal on timber revenue.

Commissioners also reviewed an email received June 7, 2024 from Jefferson Healthcare staff thanking members for participation in the Healthcare Career Explore Event held on June 5, 2024.

UNFINISHED BUSINESS:

1. **DNR Trust Lands** – Commissioners discussed this issue while reviewing Correspondence.
2. **Out of District Response** – Commissioners received a report showing out-of-district response in May 2024; automatic aid was stopped April 15, 2024. This issue will continue to be monitored.
3. **Contracting for ALS Services** – Chief McKern reported on ALS transport trends for 2024 Q2 which revealed that paramedics have stopped boarding District aid cars for patient transport. The contrast with 2024 Q1 was notable (11 in Q1 vs 0 in Q2). Chief McKern will meet with Chief Black to discuss this significant change and will report back at the next meeting.

NEW BUSINESS:

1. **Quilcene Facilities** – Commissioners received background information on Quilcene facilities. Research is ongoing regarding what can be done with the buildings that are on the National Register of Historic Places; follow up at the next meeting.
2. **Quilcene Summer Events** – Discussion involved the need to clarify, communicate, and document District intentions and event coordinator expectations so there are no misunderstandings.

SEMINARS/CONFERENCES/SPECIAL EVENTS:

The Jefferson County Fire Commissioners and Administrative Professionals Association will meet June 20, 2024 at 6:00 p.m. at the District 5 fire station.

GOOD OF THE ORDER:

The next Board meeting will be on July 15, 2024 at the regular time of 7:00 p.m.

ADJOURNMENT:

The meeting was adjourned at 5:32 p.m.

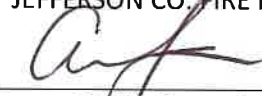
ATTACHMENTS:

General Certificate for Claims: 6/3/2024 Payroll Check Register
6/17/2024 Claims Check Register

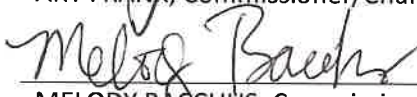
Reports: May 2024 Monthly Fire Chief's Report
May 2024 Treasurer's Report

APPROVED this 15TH day of JULY, 20 24 by the Board of Fire Commissioners of Jefferson County Fire Protection District No. 2, then signed by those members present at the meeting:

BOARD OF FIRE COMMISSIONERS
JEFFERSON CO. FIRE PROTECTION DIST. #2



ART FRANK, Commissioner/Chair



MELODY BACCHUS, Commissioner



MARCIA KELBON, Commissioner

ATTEST:



ROBERT REWITZER, District Secretary

CHECK REGISTER

Jefferson County Fire Distr #2

Time: 10:11:15 Date: 06/03/2024

06/05/2024 To: 06/05/2024

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
325	06/05/2024	Payroll	20	EFT	Lynne Cassella-Blackburn	365.57	2024.05 Payroll
327	06/05/2024	Payroll	20	EFT	Toby Heggie	3,891.27	2024.05 Payroll
329	06/05/2024	Payroll	20	EFT	Kimberly Kinser	124.67	2024.05 Payroll
331	06/05/2024	Payroll	20	EFT	Mark A McCrehin	4,177.88	2024.05 Payroll
332	06/05/2024	Payroll	20	EFT	Timothy M McKern	6,931.26	2024.05 Payroll
333	06/05/2024	Payroll	20	EFT	Robert J Rewitzer	3,000.00	2024.05 Payroll
334	06/05/2024	Payroll	20	EFT	Nicholas Singleton	4,305.50	2024.05 Payroll
335	06/05/2024	Payroll	20	EFT	Tyson J Svetich	4,331.79	2024.05 Payroll
337	06/05/2024	Payroll	20	EFT	Zachary D Torres	3,503.27	2024.05 Payroll
338	06/05/2024	Payroll	20	EFT	Kevin R Winn	3,670.39	2024.05 Payroll
339	06/05/2024	Payroll	20	EFT	HRA VEBA - YA20437	800.00	Pay Cycle(s) 06/05/2024 To 06/05/2024 - HRA VEBA
340	06/05/2024	Payroll	20	EFT	US Treasury	5,750.18	941 Deposit for Pay Cycle(s) 06/05/2024 - 06/05/2024
341	06/05/2024	Payroll	20	EFT	WA Dept of Retirement Systems	6,364.67	Pay Cycle(s) 06/05/2024 To 06/05/2024 - LEOFF2; Pay Cycle(s) 06/05/2024 To 06/05/2024 - PERS2
324	06/05/2024	Payroll	20	1484	Melody Bacchus	147.76	2024.05 Payroll
326	06/05/2024	Payroll	20	1485	Art Frank	147.76	2024.05 Payroll
328	06/05/2024	Payroll	20	1486	Marcia Kelbon	147.76	2024.05 Payroll
330	06/05/2024	Payroll	20	1487	Oscar Levine	55.41	2024.05 Payroll
336	06/05/2024	Payroll	20	1488	Ryan Tillman	69.26	2024.05 Payroll
342	06/05/2024	Payroll	20	1489	IAFF Local 2032	510.00	Pay Cycle(s) 06/05/2024 To 06/05/2024 - Union Dues
343	06/05/2024	Payroll	20	1490	Nationwide Retirement Solutions	2,017.50	Pay Cycle(s) 06/05/2024 To 06/05/2024 - 457 Plan; Pay Cycle(s) 06/05/2024 To 06/05/2024 - 457 Plan Roth
344	06/05/2024	Payroll	20	1491	Trusteed Plans Service Corporation	8,969.40	Pay Cycle(s) 06/05/2024 To 06/05/2024 - Medical; Pay Cycle(s) 06/05/2024 To 06/05/2024 - Dental

001 General Fund 662 600 71
040 EMS Fund 662 610 71

33,743.78
25,537.52

59,281.30 Payroll: 59,281.30

CHECK REGISTER

Jefferson County Fire Distr #2

Time: 10:11:15 Date: 06/03/2024

06/05/2024 To: 06/05/2024

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
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CHECK REGISTER REPORT

PURPOSE: Check one.

PAYROLL: *No General Certificate required.**

BARS Codes for Payroll Checking Account reimbursement Claims:

General Fund: 589.99.00.000.1 Payroll Clearing--GEN

EMS Fund: 589.99.00.000.4 Payroll Clearing-EMS

CLAIMS: *Required--General Certificate.**

Robt Rewitzer
Preparer

6-3-2024
Date

JMM
Auditing Officer

6-3-2024
Date

GENERAL CERTIFICATE FOR CLAIMS (not required for Payroll)

In accordance with RCW 52.16.050 (3), I certify that the Board of Commissioners for Jefferson County Fire Protection District No 2 has audited, reviewed and approved the payrolls and bills giving rise to the warrants included in this Register.

I further certify that the County Treasurer is authorized to pay these warrants.

AW
Chair (or Acting Chair) of the Board of Fire Commissioners

6-27-24
Date

* **Note:** District Procedure 805 *Issuance of Warrants by the District* allows or requires the following:

Paragraph 805.3 authorizes Payroll to be paid without approval of the Commission.

Paragraph 805.4 requires Commission approval of Claims (including Payroll Reimbursements) in advance of payment.

CHECK REGISTER

Jefferson County Fire Distr #2

Time: 12:41:15 Date: 06/17/2024

06/01/2024 To: 06/30/2024

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
359	06/17/2024	Claims	10	621262	AT&T Mobility	414.20	Monthly Cellular Service
360	06/17/2024	Claims	10	621263	Boundtree Medical LLC	464.98	Monthly Medical Supplies
361	06/17/2024	Claims	10	621264	Canon Financial Services, Inc	54.44	Monthly Printer Lease
362	06/17/2024	Claims	10	621265	Cascade Fire Equipment	3,558.78	Turnout Gear - Heggie - 2nd set
363	06/17/2024	Claims	10	621266	Department of Natural Resources	2,846.88	Wildland Supplies from DNR Fire Cache
364	06/17/2024	Claims	10	621267	EMS Connect LLC	96.50	Monthly EMS Training
365	06/17/2024	Claims	10	621268	EMS Special Agency Fund	221.00	Monthly Ambulance Transport Fee
366	06/17/2024	Claims	10	621269	Good Man Inc	111.57	Monthly Restroom Service
367	06/17/2024	Claims	10	621270	Henery Hardware	35.09	Parts/fluids for C203
368	06/17/2024	Claims	10	621271	JC Fire District #2 Payroll	59,281.30	2024.06.05 Payroll Reimbursement
369	06/17/2024	Claims	10	621272	Jamestown Networks	458.41	Monthly Internet/Telephone
370	06/17/2024	Claims	10	621273	Timothy M McKern	100.00	Monthly Personal Device Stipend
371	06/17/2024	Claims	10	621274	Murrey's Disposal Co Inc	52.54	Monthly Garbage Service
372	06/17/2024	Claims	10	621275	Olympic Springs Inc	87.88	Monthly Drinking Water
373	06/17/2024	Claims	10	621276	Pacific Office Equipment	658.60	Monthly Computer Support
374	06/17/2024	Claims	10	621277	Peninsula Pest Control Inc	81.83	Quarterly Pest Control
375	06/17/2024	Claims	10	621278	Stryker Sales, LLC	862.33	LUCAS system battery
376	06/17/2024	Claims	10	621279	Stryker Sales, LLC	3,738.09	LUCAS Maintenance & Service Plan
377	06/17/2024	Claims	10	621280	Systems Design West LLC	424.76	Monthly EMS Billing Service
378	06/17/2024	Claims	10	621281	US Bank	2,560.84	3299 - Mower repair parts; 3299 - Mower repair parts; 3299 - Lysol wipes; 3299 - Paper towels; 3299 - Trash bags, car wash soap; 3299 - Mower repair parts; 9508 - Travel Exp to Chiefs Conf; 5799 - PUD
379	06/17/2024	Claims	10	621282	US Postal Service	170.00	Annual PO Box Fee
380	06/17/2024	Claims	10	621283	VFIS	2,305.00	Quarterly Auto Policy
381	06/17/2024	Claims	10	621284	VFIS	4,328.00	Quarterly Portfolio Policy
382	06/17/2024	Claims	10	621285	Wave Broadband	214.10	Monthly Cable Internet
383	06/17/2024	Claims	10	621286	Westbay Auto Parts Inc	333.58	Batteries for Coyle Apparatus; DEF for A21

001 General Fund 662 600 71
040 EMS Fund 662 610 71

46,483.44
36,977.26

Claims: 83,460.70
 83,460.70

CHECK REGISTER

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Robt Reintzer 6-17-2024
Preparer Date

Smock 6-17-24
Auditing Officer Date

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awz 6 17 24
Chair (or Acting Chair) of the Board of Fire Commissioners Date

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QUILCENE FIRE RESCUE

MONTHLY FIRE CHIEFS REPORT

For
May 2024

Our Mission

"Provide competent and professional fire, rescue, and medical services to the citizens and visitors of Quilcene and Coyle while ensuring the safety, education, and well-being of its members."

Our Vision

"Provide services to the Quilcene and Coyle communities in the form of fire, rescue and medical incident responses, and public safety, fire prevention and public affairs. These services will be provided in an environment of inclusion of all its members and the communities."

Our Core Values

The five QFR Core values in priority order are:

1. FIREFIGHTER SAFETY
2. FIRE PREVENTION & PUBLIC EDUCATION
3. EFFICIENT OPERATIONS
4. PROFESSIONAL BEHAVIOR
5. CLEAR POLICY /CONCISE PROCEDURE

"We serve to save"

Governance and Administration:

- JeffCom staffing is getting better, short and long term goals being looked at. Equipment upgrades and financial stability continue to be on the forefront.
- CARES Volunteer Program – Kimberly, Lynne, and Kevin, and the team are making great strides and moving this program forward. Working with APS as well on several cases. Looking into a DOH grant for the continuation of the program with more of a prevention side to this program.

Goals and Objectives:

- Windows and exterior painting Station 21 Crew Quarters, Rental, and Admin
- SAFER FY2023 application submitted. Received review from IAFF grant writing team in Wash DC; also received a letter of endorsement from Rep. Kilmer for this and AFG.
- Crew Qtrs interior painting nearing completion.
- Strategic and Fiscal Plan Committee working with seeking inputs major contributors to the plan.
- Current Staff Officers will be advancing to EMT-A in 2024
- All Shifts doing well and 3 new Volunteers welcomed to the team.

Financial Resources:

- GEMT funds still rolling in and working with BIAS and changes to non-transport side
- EJFR ALS Contract review ongoing transports in respective rigs. A few challenges last month. Working on a County (COP) intercept protocol to assist with this contract.

Physical Resources and Quality of Life (QOL):

- Lucas CPR device in place and ready for use. Education with our ALS partners is critical.
- Entry of equipment in ESO for inventory Management.

Health and Safety

- Review of Policies and Safety programs – Safety Committee meets working on updating the SIP and APP plan for adoption and forward to the FIIRE program
- FIIRE Program update – VAP Surview complete and working on RTW, Risk Assessment, other safety topics. We have completed and starting on 1st quarter 3rd year requirements. We will be putting in for a lifting device this year.

Essential Resources

- Policy & Procedure- Lexipol- QFR Policy consolidation ongoing and review critical ones for daily OPS
- We are moving forward with Action Training for EMS and Fire programs. Some challenges with the program. We are committed for 2024 but will evaluate before end of year.
- AFG for new exhaust systems for Station 21/22 submitted.

External Relationships

- Working with Jeffcom on new CAD program that included response plans, Crew Force
- We are putting together for Social Media Buzz about Weather Changes

Fire Prevention

- Community Risk Reduction programs along with Countywide CWPP plan
- Working with Coyle Area on Road Access and Addressing – partnership with

Apparatus Readiness:

- We are still awaiting the arrival of the new Brush 22
- E21 had a leak in the water tank. The engine was taken to Clallam County for repairs. Unfortunately, the cracks were not easily accessible. The cracks were fixed as well as they could be without removing the tank. Once repairs were completed it was noted that there was still a small crack that had a small leak. This crack was unreachable without removing the tank. Currently this crack has gotten larger, and the leak has progressed. I have reached out to the manufacturer, United Plastics. We are currently on the schedule for Monday July 8th for repairs. These repairs will be under warranty. I am currently waiting to hear about Clallam's shop schedule to ensure that they will be able to pull the tank.
- E21 is currently at Clallam to inspect and repair the brakes, driveline, and suspension issues.

Training and Competency:

- I have begun inputting and building a new training outline with Fire Engineering. This will be our new online training platform.
- FF/EMT Zak Torres is awaiting his Instructor 1 retake test. Currently it is scheduled for July 11th.
- I am still working with the Quilcene School to build a Cadet Program for the next school year.
- A quarterly training outline has been developed for each shift. This will cover certain items that are required each quarter by NFPA as well as other items that are unique to our area.

QFR Events:

- Duty Crew attended Healthcare Career Day at the Quilcene School on June 4th. Crews were able to speak with students about careers in the EMS field.
- Lt. Kevin Winn was able to assist District 4 with CPR training for students.
- June 15th was the annual Gravel Unravel race. We are able to fully staff locations at the Worthington Mansion where the race began as well as outlying stations along the trail for the bikers.
- June 20th is the Quilcene Schools Annual Field Day. Crews will be on site to show students the aid unit as well as the engine.
- June 21st is the Annual Quilcene Family Beach Day. Crews will be onsite to assist with injuries.

D.O. Coverage:

- I was able to cover 43 hours of Duty Officer time for the month of May.

Apparatus Usage Report:

Report Date 6/13/2024

Apparatus Type	ID*	Vehicle Number	Mfg Dt	Age In Yrs	In Svc Dt	Rpt Dt Miles	Rpt Dt Hrs	Avg Ann Miles	Avg Ann Hrs
11 - Engine	E22	96.Ford.55851C.2430	1996	28	1/1/1999	28,265	N/A	993	N/A
11 - Engine	E21	05.Freightliner.82171C.1149	2005	19	3/26/2007	42,214	2,140	2,169	110
16 - Brush Truck	B22	95.Ford.36251C.4130	1995	29	9/6/1995	30,452	N/A	1,088	N/A
16 - Brush Truck	B21	08.Ford.B4486C.6274	2008	16	10/24/2016	76,580	N/A	4,652	N/A
24 - Tender	T21	18.Freightliner.71820C.8029	2018	6	8/15/2018	6,538	388	1,308	60
60 - Support	U21	05.Chev.91128C.9239	2005	19	Unknown	196,386	N/A	10,092	N/A
60 - Support	U22	08.Ford.A2604C.1351	2008	16	1/1/2008	122,062	N/A	7,629	N/A
75 - BLS Unit	A212	16.GMC.B6128C.2830	2016	8	9/20/2016	54,990	2,224	7,856	263
75 - BLS Unit	A21	18.Dodge.C6410C.6370	2018	6	3/14/2019	61,916	1,460	12,383	226
92 - Chief Officer	C203	05.Chev.B3139C.1967	2005	19	3/30/2016	111,819	1,437	5,746	74
92 - Chief Officer	C201	20.Ford.B7209C.2336	2020	4	3/16/2020	5,607	N/A	1,402	N/A

Significant Events and Service Delivery:

- B-Shift ran 16 calls in May.

Training and Competency:

- N/A

Physical Resources and Quality of Life:

- With help from Capt. McCrehin and Lt. Singleton we are working on transferring all our assets from Emergency reporting to ESO. We are rebuilding the inventory system, so it is accurate going forward on ESO.
- Our QFR CARES Program is still going great. Kimbely is back and has been making CARES visits.
- Zak is Scheduled our annual SCBA flow testing with L N Curtis, and it has been completed
- Baofeng radios have been pulled from service due to them being illegal to use over Jeffcom.
- I have been attending the Monthly Jeffcom User Meetings to voice any questions, comments, issues, or concerns QFR has when it comes to working with our Jeffcom partners and topics regarding response and dispatch.
- We have an issue with our Kenwood Radios not being fully compatible with Jeffcom's repeaters. Jeffcom wis working with Kenwood for a software fix.
- We have a community CPR class planned for June 29th .
- B-Shift will be on duty for the June 15th Gravel Unravel Event
- B-Shift will be on Duty for the End of School Beach party on June 21st.
- Per Dr. Carlbom the Lucas Compression rate has been changed from 111 to 102.

Staffing (next 30 days):

I have no vacation planned for the Month of June.

Significant Events and Service Delivery:

- C-Shift responded to a total of 7 incidents during the month of May. Notable incidents include:
- Mutual aid to District 4 for a fall patient with injury at Rocky Brook Falls. Assisted D4 with patient care and extrication of patient in stokes basket down the trail to A41.
- Dispatched to stage for law for report of combative intoxicated patient with suicidal ideation who was being retrained by the reporting party. Transported patient in restraints on gurney to ER for mental health evaluation.
- Water usage report for May 2024 sent to PUD with approximately 7500 gallons used between incidents, maintenance, and training.

Apparatus Readiness:

- Inventories for B21 and T21 completed for WSRB. WSRB visit complete and we are waiting for final report on rating.

Training and Competency:

- Wildland Red Cards submitted to DNR for the 6 personnel that completed all required training and turned in documentation by May 1st deadline. 2024 Red Cards received end of May and issued, as well as turned in to training officer for personnel files and copies placed on B21 and T21.
- FF Heggie is extremely motivated to expand his knowledge, skills and qualifications. A FFT1/ICT5 position task book has been opened for him and he has already started completing tasks. This task book will take him about a year to complete at this rate.
- We continue to train on shift with DNR E-1101 out of Eaglemount. These drills are not planned ahead of time due to unpredictability of schedules and starts with a “Check-in” call or text at the beginning of our shift.
- Completed required DNR modified S-270 course for HB1498 on helicopter ordering and operations. This certifies those that completed the course to order and be the ground contact for a helicopter on a wildland fire.
- Tracking and providing updates on weather and fuels to county and regional resources and will continue to do so throughout the warmer months.
- Provided brief local weather presentation with NWS to county IMT via Zoom.
- Assisted District 4 volunteer in recovering wildland training documents from DNR to sort out missing information in their file.
- Joined ESO user group meeting with WA DOH to stay informed on changes happening at the DOH level.
- Coordinated a second demo for Fire Engineering’s training platform with our regional sales rep for Chief McKern and training officer.
- EMS council training subcommittee met with Dr. Carlbom, Dr. Jessica Wall, and L.T. Arnold of UW/ALNW to plan the county EMS Pediatric skills training on June 8th.
- Invited to train and help instruct wildland field day in the Hamma Hamma drainage with South Puget DNR, USFS, and Mason County Fire Districts. This training will include a mock wildland fire response and working with a helicopter coordinating bucket drops on the fire line.
- Exploring new mobile resources for wildland operations. A new app called FireSync Ops provides a consolidation of many of the resources we use on our mobile devices and

allows us to use them efficiently. I have signed up for the demo and will be experimenting with it this summer.

- FF/EMT Toby Heggie's orientation and training is progressing rapidly. He has proven competency with orientation, daily operations, EMS and fire skills, and apparatus familiarization. Currently, we are focused on district familiarization, maps, navigation, staging apparatus, strategies/tactics for suppression, size-ups, engine/tender familiarization, larger apparatus drive times, air brake systems, and many extras. C-Shift has already completed and documented most of the training subjects from the quarterly training list and will continue to train hard to document dozens more hours in June.
- 2024 Wildland RT-130 Refresher/Field Day completed. This was a joint refresher with Districts 4 & 5 with instructors from DNR to recertify for 2024 fire season and to certify a FF from District 4. Included at the end of the training was a bonus training with Airlift Northwest.
- Completed an S-219 ignition operations class over in Thorp, WA. This 3-day class was the initial class and skills training needed to be a Firing Boss on a Wildfire or Prescribed Burn operation and covers one of the sections of my task book. Kittitas Fire District #1 was great to train with and I look forward to more opportunities to travel to Eastern WA for training and/or fire assignments.
- The instructors for this 219-course advised they are regularly looking for personnel to participate in prescribed burns in the state which provides further opportunities for training and experience.
- Multiple Zoom webinars attended, including CWPP, WEMIS, and more.
- EMS Protocol updates remain in progress. Rough drafts of treatment algorithms have been completed for the first several pages and we are happy with how they have been cleaned up and organized. On track to complete protocol review by fall.
- Planning to meet with Dr. Carlbom, Colleen Rodrigues, Director Dr. Wall of ALNW, and LT Arnold of ALNW to plan and create a curriculum for the pediatric EMS county skills day on June 8th.
- Met with CVAR to discuss water supply options at their property on Center Rd. This will be a good opportunity for pre-planning and familiarization with water supply options from static sources.

Physical Resources and Quality of Life:

- Bunker gear for FF Heggie is expected to arrive June 11th.
- Same ETA for larger suspenders for FF Torres and I.
- Planning to bring lockable storage up to PPE room from basement of admin building for better organization and security.
- Ordered, received, and inventoried 50% Phase 1 grant order of wildland equipment from DNR.
- Received free DNR surplus of 5 BK radios for use on wildland incidents.
- Will need to order size large wildland shirts as we do not have any to issue.
- Received box of carcinogen removing Hero Wipes for skin.
- Carburetor for the K12 arrived, has been installed, and has been placed back in service.
- Met with Coyle Volunteers Wayne and Kieth to issue PPE. Did not have some PPE items in stock to outfit them both completely and will research and order soon.

Staffing (next 60 days):

- Nothing major to report. Will be available to respond from home as weather warms and call volumes increase.

Other:

- NTR.



TREASURER'S REPORT
Fund Totals

Jefferson County Fire Distr #2

Time: 09:11:00 Date: 06/06/2024
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05/01/2024 To: 05/31/2024

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund 662 600 71	918,075.36	63,535.66	47,160.28	934,450.74	0.00	1,504.27	0.00	935,955.01
040 EMS Fund 662 610 71	794,189.84	52,381.04	36,533.22	810,037.66	0.00	663.40	0.00	810,701.06
070 Capital (Reserve) Fund 662 631 71	2,036,386.00	12,802.71		2,049,188.71	0.00	0.00	0.00	2,049,188.71
	3,748,651.20	128,719.41	83,693.50	3,793,677.11	0.00	2,167.67	0.00	3,795,844.78

TREASURER'S REPORT

Account Totals

Jefferson County Fire Distr #2

Time: 09:11:00 Date: 06/06/2024
 Page: 2

05/01/2024 To: 05/31/2024

Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
10 General-JeffCo	541,933.99	100,068.88	83,693.50	558,309.37	0.00	0.00	558,309.37
20 Payroll-1st Security	100,000.00	62,352.51	62,352.51	100,000.00	0.00	2,167.67	102,167.67
25 Petty Cash-US Bank	500.00	0.00	0.00	500.00	0.00	0.00	500.00
40 EMS-JeffCo	419,831.21	52,381.04	36,533.22	435,679.03	0.00	0.00	435,679.03
70 Capital (Reserve)-JeffCo	2,686,386.00	12,802.71	0.00	2,699,188.71	0.00	0.00	2,699,188.71
Total Cash:	3,748,651.20	227,605.14	182,579.23	3,793,677.11	0.00	2,167.67	3,795,844.78
	3,748,651.20	227,605.14	182,579.23	3,793,677.11	0.00	2,167.67	3,795,844.78

TREASURER'S REPORT

Outstanding Vouchers

Jefferson County Fire Distr #2

05/01/2024 To: 05/31/2024

As Of: 05/31/2024 Date: 06/06/2024

Time: 09:11:00 Page: 3

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2023	198	04/03/2023	Payroll	20	1319	David Blohm	83.11	2023.03 Payroll
2023	381	07/05/2023	Payroll	20	1346	David Blohm	55.41	2023.06 Payroll
2023	585	10/05/2023	Payroll	20	1376	David Blohm	96.97	2023.09 Payroll
2023	604	10/05/2023	Payroll	20	1387	Donald Svetich	96.97	2023.09 Payroll
2023	707	11/01/2023	Payroll	20	1402	Bailey M Kieffer	13.85	Replacement for lost check #1259
2024	1	01/05/2024	Payroll	20	1413	Chloe G Austin	13.85	2023.12 Payroll
2024	15	01/05/2024	Payroll	20	1424	Andrew J Lewis	83.11	2023.12 Payroll
2024	141	03/05/2024	Payroll	20	1446	Ken Brotherton	346.31	2024.02 Payroll
2024	200	04/05/2024	Payroll	20	1456	Ken Brotherton	263.20	2024.03 Payroll
2024	216	04/05/2024	Payroll	20	1468	James L Pinks	207.79	2024.03 Payroll
2024	219	04/05/2024	Payroll	20	1469	Keith Stansbury	27.70	2024.03 Payroll
2024	230	04/05/2024	Payroll	20	1471	IAFF Local 2032	510.00	Pay Cycle(s) 04/05/2024 To 04/05/2024 - Union Dues
2024	276	05/03/2024	Payroll	20	1476	Art Frank	147.76	
2024	280	05/03/2024	Payroll	20	1478	Oscar Levine	166.23	
2024	283	05/03/2024	Payroll	20	1479	Luke Miller	55.41	
							2,167.67	

Fund	Claims	Payroll	Total
001 General Fund 662 600 71	0.00	1,504.27	1,504.27
040 EMS Fund 662 610 71	0.00	663.40	663.40
	0.00	2,167.67	2,167.67

TREASURER'S REPORT
Signature Page

05/01/2024 To: 05/31/2024

REVIEWED AND APPROVED

Robt Runtz
Preparer

6-6-2024
Date

JMcKee
Auditing Officer

6-6-2024
Date