



Jefferson County Fire Protection District No. 2

Commissioner Marcia Kelbon
Board Chair
P.O. Box 433, Quilcene, WA 98376 ■ 360-765-3333

Commissioner Melody Bacchus
Commissioner Art Frank

MINUTES of the REGULAR MEETING of the BOARD OF FIRE COMMISSIONERS held at BOB WILSON STATION 21 in QUILCENE, WA on April 20, 2026

ATTENDANCE:

Commissioner/Chair Kelbon (via Zoom)	Administrative Assistant Brush
Commissioner Bacchus	Lieutenant Singleton
Commissioner Frank	FF/EMT Matheson
Chief McKern	Captain Grooms
Secretary Rewitzer	Chief Manly, District 4
Executive Assistant D. Neuenschwander	Commissioner Ventura, District 4
Deputy Chief D. Svetich	

CALL TO ORDER:

Commissioner Kelbon called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE:

Lieutenant Singleton led the pledge.

PUBLIC COMMENTS:

No comments received.

APPROVAL OF AGENDA:

Commissioner Frank moved, Commissioner Bacchus seconded, to adopt the agenda with the addition of Unfinished Business Item #5, Division Chief. Motion carried.

APPROVAL OF MINUTES:

Commissioner Frank moved, Commissioner Kelbon seconded, to approve minutes from the March 16, 2026 Regular Meeting; March 23, 2026 Special Meeting (Joint Board Meeting); April 6, 2026 Special Meeting with edits pertaining to District Funding and Division Chief; and April 13, 2026 Special Meeting (Joint Board Meeting). Motion carried.

APPROVAL OF VOUCHERS:

Commissioners received vouchers for review prior to the meeting. Commissioner Frank moved, Commissioner Bacchus seconded, to approve vouchers totaling \$156,035.47. Motion carried.

REPORTS:

Commissioners received the Monthly Fire Chief's Report, Treasurer's Report, and Budget Position Report in advance for review. In addition:

- Chief McKern reported on an incident response which occurred on April 17, 2026, thanking those who responded, noting an exceptional level of teamwork from everyone. Also reported on a fireworks ban meeting which resulted in 3 motions: (1) citizens found to be discharging fireworks will be fined in incremental amounts of \$250, \$500, and \$1,000; (2) fireworks can only be discharged on July 4; and (3) a resolution for a full fireworks ban is imminent. Lastly, noted the new brush truck is still being outfitted in Sequim.
- FF/EMT Matheson provided an update on the Cadet Program which launched in April, noting a year-over-year increase from 6 to 9 participants, with participants hailing from Poulsbo, Quilcene, Brinnon, and Lilliwaup. Commissioner Frank asked for a schedule of upcoming events which Matheson agreed to provide.

- Lt. Singleton presented a grant approval letter from the Department of Natural Resources awarding the District \$19,604.48. Commissioner Bacchus asked how the funds would be applied, and Chief McKern noted the funds will be used to outfit the new brush rig.
- Captain Grooms provided an update on recruiting efforts for Station 22, noting 4 new applicants who live on Toandos Peninsula full-time close to the station.
- Commissioner Frank asked for outdated information to be removed from the Monthly Fire Chief's Report along with updates on lingering items.
- Sec'y Rewitzer provided a financial update and reported on a productive meeting regarding ambulance billing tracking with Brinnon Fire Department. Also noted newly acquired access to Washington State Patrol WRECR for collision records requests made under RCW 46.52.085; an impending timber sales payment to the District for Last Crocker Sorts; higher expenses within the Budget Position Report in several categories including Communications due to two quarterly payments to Jeffcom and Utilities due to seasonal and economic spikes; and a potential vendor switch for propane and diesel fuel from Kitsap Propane to CHS Northwest based on favorable pricing.
- Commissioner Frank asked for consistent apparatus data throughout the Agenda Packet noting inconsistencies in mileage and replacement dates.

CORRESPONDENCE:

No correspondence received.

UNFINISHED BUSINESS:

1. **DNR Trust Lands** – Sec'y Rewitzer noted the payment for Last Crocker Sorts was expected in April but may now arrive in May.
2. **Regional ALS Program** – Chief McKern led a discussion on the Regional ALS Program noting 4 guiding pillars: Sustainability; Trust, Commitment, Integrity; Investment in Internal Team; and If It's Predictable, It's Preventable. Prior to the meeting, Commissioners received financial data focusing on the expense of 3 different ALS Scenarios: (1) District Trains 3 EMTs as Medics; (2) District Member of ALS Sprint Consortium; and (3) District Fields Independent ALS Sprint Program. A discussion ensued noting the considerably lower cost of Scenario 1, interest in paramedic training from existing District Career Staff, and options for training.

Commissioner Kelbon posed 3 questions. (1) How readily available is training? (2) If medics are operating at Quilcene, would they need to do so under an ALS license, and how readily available is that? (3) What about the DEA license that would be required as well?

Chief McKern responded the entire process would take time, navigating the various requirements by the DOH and DEA, and that training for Career Staff would be staggered, with each training session lasting about 14 months. Commissioner Frank asked how long each trainee would be away from the District, and McKern noted about 3 weeks as most of the training occurs online.

Commissioners enumerated the cost benefits of Scenario 1 over Scenario 2, which supports the pillar of Sustainability, and noted the data provided was eye-opening and insightful. Commissioner Kelbon led a discussion on the workability of Scenario 1 with surrounding Districts, including the possibility of EJFR's continued ALS support while the District trains and onboard medics. Chief McKern noted more information is needed but that EJFR will be utilizing an AI tool, Dark Horse, to

analyze their operations. Commissioner Frank asked how long it would take for Scenario 1 to be fully operational, and McKern noted about 3 years.

Commissioner Kelbon asked for input from Chief Manly. Manly noted that Jefferson County's Medical Program Director, Dr. Carlbom, should be consulted, stating that lack of experience of new medics and low ALS call volume could be an issue in obtaining either an ALS or DEA license. Manly offered a Regional ALS Program would likely solve these issues. Manly also noted conversations with local, experienced medics interested in per diem shifts while newly trained medics gain experience. Commissioner Ventura acknowledged the attractive cost of Scenario 1 but also cautioned against hidden costs that may not be included currently. Commissioners agreed to bring Dr. Carlbom into the conversation.

Commissioner Kelbon asked if IAFF Local 2032 backs both Scenarios 1 and 2. Chief McKern didn't have that information yet but noted that he will reach out to the Union. McKern then led a discussion on the upcoming April 21 meeting with Attorney Snure to discuss metrics and how expenses will be split within the consortium. Commissioner Kelbon noted that more data is needed to make a final decision on a scenario and that consultation should continue with Legal, Local 2032, and EJFR.

- 3. District Funding** – Sec'y Rewitzer noted that after the Special Meeting on April 6, 2026, the District engaged Attorney Snure to draw up the resolution documents to restore the General Fire Levy to \$1.25 per \$1,000 AV. Rewitzer led a discussion on the financial impacts of the levy restoration, noting the additional revenue would close the gap on the current budget deficit and help fund the apparatus replacement project and the maintenance and repair work outlined in the upcoming Reserve Study. Rewitzer also noted work to gather participants for the Pro and Con Committees for the levy lift was underway. Chief McKern reinforced the levy lift is a one-year renewal with no CPI increase. Commissioner Kelbon noted the additional levy revenue would help fund ALS Scenario 1 but that a future levy increase might be needed if the District pursues Scenario 2.

Commissioner Frank moved to approve Resolution 2026-001 providing for the submission to the qualified electors of the district at an election to be held within the district on August 4, 2026, in conjunction with the primary election to be held on the same date, of a proposition restoring the District's property tax levy rate to \$1.25 per \$1,000 of true and assessed valuation. Commissioner Bacchus seconded. The motion carried unanimously.

Commissioner Frank moved to approve Resolution 2026-002 providing for the submission to the qualified electors of the district at an election to be held within the district on November 3, 2026, in conjunction with the general election to be held on the same date, of a proposition restoring the District's property tax levy rate to \$1.25 per \$1,000 of true and assessed valuation, provided this proposition shall not be submitted to the voters if the levy authorized by Resolution 2026-001 is approved by the voters at the primary election held on August 4, 2026. Commissioner Bacchus seconded. The motion carried unanimously.

- 4. CARES Specialist Job Description** – Sec'y Rewitzer led a discussion on the CARES Specialist Job Description, noting the need to backfill Debra Ethier's departure at the end of 2025 and the upcoming departure of Debbie Tillman. Rewitzer worked with QFR CARES program manager, Kimberly Kinser, to draft the job description, leveraging the salary table from the Administrative Assistant job description. Funding for the CARES program will be covered by the DOH grant. Commissioner Kelbon asked if new hires would receive benefits. Rewitzer explained current CARES staff will be part-time without benefits, but language in the job description allows for benefits in

future if the District decided to do that and the grant would cover that. Commissioner Frank asked for clarification on section 1001.3 *Basic Duties (Progressive)*, and Rewitzer explained the duties listed in the job description aren't exhaustive and that an employee could be asked to perform additional tasks similar and suited to existing tasks. Chief McKern noted that the position will be advertised and that the District is receiving quality candidates from Olympic Community Health. Commissioner Frank moved to approve Procedure 1010 CARES Specialist I, II Job Description. Commissioner Bacchus seconded. The motion carried unanimously.

5. **Division Chief** – Commissioner Bacchus led a discussion on the hiring process for the Division Chief and asked if there would be a hiring committee. Chief McKern affirmed there will be a hiring committee and noted he had spoken with all 3 internal candidates, providing them with a list of qualifications needed. He added that the position will be posted externally in the next couple weeks. Commissioner Frank asked about an internal candidate reverting to their previous position. McKern explained a temporary firefighter would be hired for that six-month evaluation duration.

NEW BUSINESS:

1. **Supplemental Benefit Designation** – Sec'y Rewitzer led a discussion on a supplemental benefit designation which allows employers to provide additional payments – such as sick or vacation pay – to employees on Paid Family and Medical Leave (PFML) to “top off” their income. This approach keeps the employee’s pay closer to 100% of their normal salary, rather than the partial wage replacement provided by state PFML. Commissioner Frank moved, Commissioner Bacchus seconded, to designate sick and vacation pay as a supplemental benefit. Motion carried.
2. **Home Defensible Space Assessment Program** – Deputy Chief Svetich led a discussion on the Home Defensible Space Assessment Program noting the “hows” and “whys”, measurements of success, training, and execution of the program. Rewitzer noted the program will be funded by an \$8,900 grant from DNR. Chief McKern commented on an additional grant that he will investigate. Svetich discussed the creation of an educational video which will include a start-to-finish property assessment. The video should help drive program adoption within the community. Chief McKern noted that, in the future, insurance companies may ask homeowners if they’ve had an assessment.

GOOD OF THE ORDER:

Chief McKern reiterated that the next Board meeting will be a Special Meeting held at 9:00 a.m. on Monday, May 18, 2026, in Quilcene, WA.

ADJOURNMENT:

The meeting adjourned at 8:19 p.m.

ATTACHMENTS:

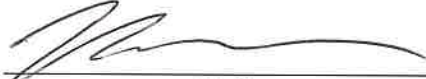
General Certificate for Claims: 4/3/2026 Payroll Check Register
4/20/2026 Claims Check Register

Reports: March 2026 Monthly Fire Chief’s Report
March 2026 Treasurer’s Report

Resolutions: 2026-001 Authorizing General Fire Property Tax Levy (Primary Election)
2026-002 Authorizing General Fire Property Tax Levy (General Election)

APPROVED this 18TH day of MAY, 2026 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



MARCIA KELBON, Commissioner/Chair



MELODY BACCHUS, Commissioner

ATTEST:



ROBERT REWITZER, District Secretary

ART FRANK, Commissioner

CHECK REGISTER

Jefferson County Fire Distr #2

Time: 15:14:05 Date: 04/01/2026

04/03/2026 To: 04/03/2026

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
199	04/03/2026	Payroll	20	EFT	Melody Bacchus	443.25	2026.04 Payroll
200	04/03/2026	Payroll	20	EFT	William Brush	318.61	2026.04 Payroll
201	04/03/2026	Payroll	20	EFT	William Brush	2,251.16	2026.04 Payroll
202	04/03/2026	Payroll	20	EFT	Lynne Cassella-Blackburn	845.00	2026.04 Payroll
205	04/03/2026	Payroll	20	EFT	Thane Grooms	360.16	2026.04 Payroll
206	04/03/2026	Payroll	20	EFT	Marcia Kelbon	443.25	2026.04 Payroll
207	04/03/2026	Payroll	20	EFT	Kimberly Kinser	793.99	2026.04 Payroll
208	04/03/2026	Payroll	20	EFT	Brady W Matheson	5,752.64	2026.04 Payroll
209	04/03/2026	Payroll	20	EFT	Mark A McCrehin	5,684.56	2026.04 Payroll
210	04/03/2026	Payroll	20	EFT	Timothy M McKern	7,630.18	2026.04 Payroll
211	04/03/2026	Payroll	20	EFT	Luke Miller	124.67	2026.04 Payroll
213	04/03/2026	Payroll	20	EFT	Robert J Rewitzer	5,032.74	2026.04 Payroll
214	04/03/2026	Payroll	20	EFT	Nicholas Singleton	5,225.38	2026.04 Payroll
215	04/03/2026	Payroll	20	EFT	Alyssa Sturm	124.67	2026.04 Payroll
216	04/03/2026	Payroll	20	EFT	Steven Sund	207.79	2026.04 Payroll
218	04/03/2026	Payroll	20	EFT	Tyson J Svetich	4,128.12	2026.04 Payroll
219	04/03/2026	Payroll	20	EFT	Debbie Tillman	1,446.20	2026.04 Payroll
220	04/03/2026	Payroll	20	EFT	Zachary D Torres	3,461.52	2026.04 Payroll
221	04/03/2026	Payroll	20	EFT	Kevin R Winn	5,160.55	2026.04 Payroll
222	04/03/2026	Payroll	20	EFT	HRA VEBA - YA20437	800.00	Pay Cycle(s) 04/03/2026 To 04/03/2026 - HRA VEBA
223	04/03/2026	Payroll	20	EFT	US Treasury	8,839.62	941 Deposit for Pay Cycle(s) 04/03/2026 - 04/03/2026
224	04/03/2026	Payroll	20	EFT	WA Dept of Retirement Systems	7,885.46	Pay Cycle(s) 04/03/2026 To 04/03/2026 - LEOFF2; Pay Cycle(s) 04/03/2026 To 04/03/2026 - PERS2
225	04/03/2026	Payroll	20	EFT	WA Employment Security Dept-LTCA	1,130.79	Pay Cycle(s) 01/01/2026 To 03/31/2026 - LTCA
226	04/03/2026	Payroll	20	EFT	WA Employment Security Dept-PFMLA	1,620.61	Pay Cycle(s) 01/01/2026 To 03/31/2026 - PFMLA
227	04/03/2026	Payroll	20	EFT	WA Employment Security Dept-Unemployment	526.86	1st Quarter Unemployment: 01/01/2026 - 03/31/2026
203	04/03/2026	Payroll	20	1684	Art Frank	590.99	2026.04 Payroll
204	04/03/2026	Payroll	20	1685	Art Frank	41.56	2026.04 Payroll
212	04/03/2026	Payroll	20	1686	Brady T Palmer	27.70	2026.04 Payroll
217	04/03/2026	Payroll	20	1687	Thais Svetich	27.70	2026.04 Payroll
228	04/03/2026	Payroll	20	1688	IAFF Local 2032	600.00	Pay Cycle(s) 04/03/2026 To 04/03/2026 - Union Dues
229	04/03/2026	Payroll	20	1689	Nationwide Retirement Solutions	3,254.99	Pay Cycle(s) 04/03/2026 To 04/03/2026 - 457 Plan; Pay Cycle(s) 04/03/2026 To 04/03/2026 - 457 Plan Roth
230	04/03/2026	Payroll	20	1690	Trusteed Plans Service Corporation	12,809.81	Pay Cycle(s) 04/03/2026 To 04/03/2026 - Medical; Pay Cycle(s) 04/03/2026 To 04/03/2026 - Dental
231	04/03/2026	Payroll	20	1691	WA Dept of Labor & Industries-FD2	12,962.03	1ST Quarter L&I: 01/01/2026 - 03/31/2026
232	04/03/2026	Payroll	20	1692	Washington State Support Registry	819.53	Pay Cycle(s) 04/03/2026 To 04/03/2026 - Child Sppt

CHECK REGISTER

Jefferson County Fire Distr #2

Time: 15:14:05 Date: 04/01/2026

04/03/2026 To: 04/03/2026

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		001 General Fund	662 600 71			56,512.52	
		040 EMS Fund	662 610 71			44,859.57	
						<hr/>	
						101,372.09 Payroll:	101,372.09

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.**


Preparer

4/1/26
Date


Auditing Officer

4/1/26
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.


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

4/22/26
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: 10:23:02 Date: 04/20/2026

04/20/2026 To: 04/20/2026

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
236	04/20/2026	Claims	10	621974	AT&T Mobility	591.38	Monthly Cellular Service
237	04/20/2026	Claims	10	621975	Association Reserves	2,175.00	Down Payment for Reserve Study
238	04/20/2026	Claims	10	621976	Boundtree Medical LLC	962.65	Monthly EMS Supply Order; Monthly EMS Supply Order
239	04/20/2026	Claims	10	621977	Canon Financial Services, Inc	54.64	Monthly Lease for Sta21 Printer/Copier
240	04/20/2026	Claims	10	621978	Clallam County Fire District NO.3	9,767.84	Annual Service & Pump Testing; E21 & E22 Repairs
241	04/20/2026	Claims	10	621979	Cooper Fuel	2,006.81	Monthly Fuel Delivery for Diesel Tank & Heating Oil
242	04/20/2026	Claims	10	621980	Department of Natural Resources	3,404.37	Wildland Equipment & PPE for DNR Surplus Engine
243	04/20/2026	Claims	10	621981	EMS Connect LLC	144.14	Monthly Fee for EMS Training Content
244	04/20/2026	Claims	10	621982	EMS Special Agency Fund	306.00	Monthly Fee for Each Ambulance Transport
245	04/20/2026	Claims	10	621983	ESO Solutions, Inc.	8,614.74	Annual Fee for Records Management System
246	04/20/2026	Claims	10	621984	East Jefferson Fire Rescue	9,516.44	Quarterly Fee for ALS Service
247	04/20/2026	Claims	10	621985	Evans Tire Co.	273.75	Switch Out Snow Tires on A21A
248	04/20/2026	Claims	10	621986	Good Man Inc	122.13	Monthly Sta22 Restroom Service
249	04/20/2026	Claims	10	621987	JC Auditor	1,678.16	Shared Indirect Costs for 2025 Election Cycle
250	04/20/2026	Claims	10	621988	JC Dept of Public Works	714.43	Monthly Fuel - February; Monthly Fuel - March
251	04/20/2026	Claims	10	621989	JC Fire District #2 Payroll	101,372.09	2026.04.03 Payroll Reimbursement
252	04/20/2026	Claims	10	621990	Brinnon Fire Dept JC Fire District #4	750.00	ALS Mutual Aid from Brinnon FD
253	04/20/2026	Claims	10	621991	Jamestown Networks	96.18	Monthly VOIP Telephone Services
254	04/20/2026	Claims	10	621992	Jefferson Propane	1,327.70	Monthly Propane Fill; Monthly Propane Fill; Monthly Propane Fill; Monthly Propane Fill
255	04/20/2026	Claims	10	621993	L N Curtis & Sons	2,215.70	Annual Flow Testing of SCBA Equipment
256	04/20/2026	Claims	10	621994	Timothy M McKern	100.00	Monthly Reimbursement for Personal Device
257	04/20/2026	Claims	10	621995	Murreys Disposal Co Inc	125.29	Monthly Garbage Service
258	04/20/2026	Claims	10	621996	North Olympic Peninsula Data Centers	89.95	Monthly Internet
259	04/20/2026	Claims	10	621997	Northwest Safety Clean	100.28	Decon/PPE Detergent
260	04/20/2026	Claims	10	621998	Olympic Springs Inc	43.46	Monthly Drinking Water
261	04/20/2026	Claims	10	621999	Pacific Office Equipment	1,677.81	Monthly Fees for Printers, Support, Gmail, Office
262	04/20/2026	Claims	10	622000	Snure Law Office PSC	1,332.00	Legal Consultation on 3 Matters
263	04/20/2026	Claims	10	622001	Systems Design West LLC	609.96	Monthly EMS Billing Services per Transport
264	04/20/2026	Claims	10	622002	Tarboo Fire Extinguisher Protection LLC	554.68	Annual Fire Extinguisher Inspection & Service
265	04/20/2026	Claims	10	622003	US Bank Credit Card	4,009.56	3012-Lyft Ride - Reimbursed by Brush; 3012-Office Supplies & Batteries for Sta22; 3012-Office Supplies for Sta22; 3012-Phone Cord for Desk Handset; 3012-Mailed EMS Evaluator Applications; 2998-Hour Me
266	04/20/2026	Claims	10	622004	WA Dept of Revenue	539.28	Quarterly Leasehold Excise Tax

CHECK REGISTER

Jefferson County Fire Distr #2

Time: 10:23:02 Date: 04/20/2026

04/20/2026 To: 04/20/2026

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
267	04/20/2026	Claims	10	622005	WA Dept of Revenue	10.00	Fee to Set Up Account to Remit Sales Tax
268	04/20/2026	Claims	10	622006	Washington Fire Chiefs	680.00	WFC Conference & Expo 2026
269	04/20/2026	Claims	10	622007	Westbay Auto Parts Inc	69.05	Diesel Exhaust Fluid
						85,922.37	
001 General Fund 662 600 71						70,113.10	
040 EMS Fund 662 610 71							
						<u>156,035.47</u>	Claims: 156,035.47

CHECK REGISTER REPORT

PURPOSE: Check one.

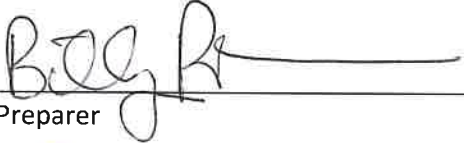
PAYROLL: *No General Certificate required.**

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.**


Preparer

4-20-26
Date

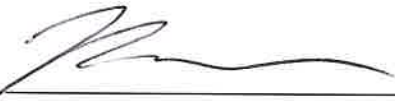

Auditing Officer

4-20-26
Date

GENERAL CERTIFICATE FOR CLAIMS (not required for Payroll)

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

4/22/26
Date

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



QUILCENE FIRE RESCUE

MONTHLY FIRE CHIEFS REPORT

For
March 2026

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 – Computer-Aided Dispatch (CAD) system upgrade is set for April 8, along with potential IP network to the towers. Current staffing is at 10; a Records Clerk will be moving to Pencom as the contract gets rolled out. EJFR is moving to a new software called Dark Horse. FIFA world cup review is a statewide topic with games in June & July.
- CARES Program – OCH 2026 program is moving forward; we are working through our objectives set forth by the grant. We continue to have partnership meetings with a focus on reducing duplication of services.
- Grant Updates – L&I's FIIRE Program continues for a fourth year. We are preparing a grant for gas removal system in the apparatus bays. Program objectives have been reduced but management requirements have increased. We are in the process of reviewing our Safety Improvement Plan (SIP).
- DOH Grant pending in the fall for EMT-Advanced programs. In addition, the County just received approval to put on an Emergency Medical Responder (EMR) Class (68 Hours) which will be perfect for the Coyle. The EMR certification is an entry-level, state-certification for professionals providing immediate life-saving care before ambulances arrive. We have several in the last EMT class that are going to test at the lower level as the continuing education requirements are more realistic with their busy schedules. One new volunteer member just completed the EMR process and is carded
- FEMA AFG grant will roll out in fall if funding is provided. All AFG, including SAFER, are on hold until FEMA is funded.
- On-going meetings with DNR, Land Trust, and NW Watershed Institute on trust land transfers (TLT); exploring short- and long-term plans.

External Relationships

- On-going quarterly EMS training around the County. Wildfire update occurred at Camp Parsons and was a huge success. We also have some land to do another one as well before we get into the season.
- The new brush engine received from the DNR is getting emergency lighting installed and then will get graphics. This unit should be in service by May 1.
- CADET program with Brinnon Fire at Quilcene School is moving forward. The program is supported by school administration and other schools in the county are also interested. Information in the report from Coordinator
- On-going dialog with the Quilcene Emergency Volunteers Association on 2026 Events and plans for new missions.

Fire Prevention

- Community Risk Reduction is starting back up with the funding from DNR. Working on a plan with the team and HOA that are interested in home assessments. Assessment program is attached to the Deputy Chiefs Report
- We are back to having Monday night drills and they are going well; Discovery Bay is joining us as well.

Apparatus Readiness

- Crews have moved back into the GMC Aid Unit for the month of April
- Ram Aid Unit has had the studded tires removed for the summer season.
- B21 is currently at Clallam County being outfitted with updated lighting, siren, and other items for the upcoming brush fire season. Once it is completed it will be headed to the Sign Shop for QFR stickering.
- E21 has completed pump testing. There is a large valve, a Jaffery valve, that is leaking. We have tried to source parts; however, the valve is too old and now obsolete. A new valve has been purchased to replace the current valve.

Station 21 Building Maintenance

- I have received several phone calls from venders regarding the demolition project, siding project, and painting projects. I have told them that our projects are still on hold and awaiting dollar amount information regarding small works roster as well as a standardized template for use for their bid work.
- The new motherboard has been installed into the heater in the Annex. All systems are now operating as they should, apart from the blower motor. I am attempting to discover why that is.

Apparatus Usage Report:

Report Date		4/3/2026								
Apparatus Type	ID*	Vehicle Number	Mfg Dt	Age In Yrs	In Service Date	Rpt Dt Miles	Rpt Dt Hrs	Avg Ann Miles	Avg Ann Hrs	
11 - Engine	E22	96.Ford.55851C.2430	1996	30	1/1/1999	30,804	N/A	1,018	N/A	
11 - Engine	E21	05.Freightliner.82171C.1149	2005	21	3/26/2007	45,935	2,362	2,160	111	
16 - Brush Truck	B22	24.Ford.E2797C.1212	2024	2	1/1/2025	1,399	N/A	1,399	N/A	
16 - Brush Truck	B21	16.Ford.E7607C.8509	2016	10	Pending	78,079	N/A	7,610	N/A	
16 - Brush Truck	B21A	08.Ford.B4486C.6274	2008	18	10/24/2016	77,953	N/A	4,268	N/A	
24 - Tanker or Tender	T21	18.Freightliner.71820C.8029	2018	8	8/15/2018	8,614	550	1,231	67	
60 - Support Apparatus	U21	05.Chev.91128C.9239	2005	21	Unknown	200,884	N/A	9,446	N/A	
60 - Support Apparatus	U22	08.Ford.A2604C.1351	2008	18	1/1/2008	123,224	N/A	6,846	N/A	
75 - BLS Unit	A212	16.GMC.B6128C.2830	2016	10	9/20/2016	666,216	2,732	74,024	266	
75 - BLS Unit	A21	18.Dodge.C6410C.6370	2018	8	3/14/2019	82,137	2,370	11,734	287	
92 - Chief Officer Car	C203	05.Chev.B3139C.1967	2005	21	3/30/2016	114,791	N/A	5,398	N/A	
92 - Chief Officer Car	C201	20.Ford.B7209C.2336	2020	6	3/16/2020	67,025	N/A	11,171	N/A	
QFR Cares Vehicle	Cares21	19.Ford.E6296C.4420	2019	7	12/10/2025	59,476	N/A	N/A	N/A	

Significant Events and Service Delivery:

- B-Shift responded to 14 calls in March.

Training and Competency:

- N/A

Physical Resources and Quality of Life Old News:

- 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.
- 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 being not fully compatible with Jeffcom's repeaters. Kenwood has rolled out a fix, and we should be implementing that into our radios after EJFR and Jeffcom Tests the update.
- I will continue to assist with the South County medic Program from the Unions side.

Physical Resources and Quality of Life New Business:

- We have multiple organizations asking for CPR classes. We will be scheduling those soon.
- I have been working with Scott Culp to configure our ESO reports to be more compatible with WEMSIS. I have updated our ESO configurations to be WEMSIS compliance.
- Michele Roman passed her EMR test and is now state certified
- I will be working with Billy to set up new security cameras around the admin building and station.
- We will be scheduling SCBA Fit testing soon.
- SCBA annual flow testing has been completed.
- One of our Stryker power gurneys is out of service due to power issues. I have reached out to Stryker for repair.
- I have been working with the district and the Union on a Supplemental Benefit MOU For PFML leave.

Staffing (next 30 days):

- I have no vacation planned for April.

Significant Events and Service Delivery:

- C-Shift personnel responded to roughly 19 incidents during the month of March 2026.
- Hydrant water usage for Quilcene & Coyle totaled approximately 2,000 gallons used:
 - Incidents: 0 Gallons used for incidents.
 - Training: 1,000 gallons used for drills and pump operations review
 - Maintenance: 500 gallons used for cleaning equipment and pump checks.
 - 500 gallons of water use reported from Coyle for Training.
- No new updates to report from PUD on Coyle water main replacement.
- Wildfire Readiness Home Visit Program Plan in progress for guidance of QFR personnel.
- Multiple public events and CPR/First Aid classes planned.
- Assist DBFR with training and support as needed.
- Standby for US Forest Service wildland pack tests at the landing zone as needed.

Training and Competency:

- VFISu roster submitted for creation of personnel accounts to begin annual compliance training through the site.
- Volunteer program onboarding, module 0, and qualification task book in progress.
- Six personnel documented a total of 38.5 hours of drive time this month.
- Multiple personnel are working to obtain their initial wildland red card for this fire season.
 - Five personnel have completed pack tests and shelter deployments.
- 2026 Wildland Fire Refresher Core Components Modules have been released. Multiple events conflict with potential RT-130/Field Day dates this month. A hybrid refresher plan for QFR personnel is in progress that will outline requirements that can be achieved by the May 1st documentation deadline to DNR.
 - May or June field day can be scheduled as needed for personnel wishing to obtain their initial Red Cards if it is needed.
- Completed Multiagency WUI exercise at Camp Parsons.
- FEMA website shutdown for online ICS certifications is ongoing.
- Scheduled to take DNR S-200 Initial Attack Incident Commander Class on April 21-23rd in Port Angeles. This class is only available for qualified single resource bosses and is a prerequisite class for Incident Commander Type 4.
- Upcoming State and Regional FDC meetings for 2026 Wildland Season.

Physical Resources and Quality of Life:

- Replacement turnout boots in service.
- Set of replacement turnouts expected to arrive in April.
- Placed DNR Phase I Grant order for 50% cost of select wildland equipment. This equipment will replace some PPE items assigned to personnel as well as be used to stock the DNR surplus engine and total approximately \$3,200 spent for \$6,400 worth of equipment. These items were received within a week, have been inventoried, and reserved for the DNR surplus engine.

- Submitted DNR 1168 Operations Grant request for \$19,604.48 of new equipment for DNR surplus engine. **UPDATE:** Grant was approved for funding!!
- As of the end of March, the goal to place the DNR surplus engine in service by April 1st will not be met. The engine is at the mechanic for inspection and lighting upgrade and reassessment of an in-service date will be complete upon its return.
- Evaluations of uniform inventory and assignments in progress.
- Annual Fire Extinguisher maintenance completed by Tarboo extinguishers.
 - Added one 5lb ABC extinguisher to CARES21

Staffing (next 60 days):

- Vacation scheduled for June 2026.
- Provide shift and Duty Officer coverage as needed.

BRUSH FIRE

04/05/2026 at 2:42 pm Quilcene Fire Rescue responded to a brush fire in the area of Camelot Road and Sharon's Way.

Quilcene Firefighters arrived to find heavy fast moving fire in the brush with multiple abandoned vehicles and RVs threatened by flames. Crews acted quickly to contain and extinguish the fire, with mutual aid assistance from our neighboring partners at Brinnon Fire Department, East Jefferson Fire Rescue , and Discovery Bay Volunteer Fire Rescue.

The fire burned approximately 1 acre and damaged 4 vehicles, 4 RVs, and 1 boat. Fortunately, there were no injuries to bystanders or responders, and no structures were damaged.

The fire was determined to have been started by a tractor mowing in the area.



Expected Building Maintenance

- Roll up doors inspected and due for spring tensioning and roller replacement.
- Replaced broken window.
- Outdoor frost-free hose hydrants will need to be replaced in the next year.

Apparatus

- E22 in service, B22 in service, U22 is in service.
- Note: Engine 22 transmission position sensor replacement has made a huge difference. It has more power and consistent shifting in all speed ranges.

Volunteers - Coyle Team Availability:

- Cpt. Thane Grooms FGS, Billy Brush FGS, Steve Sund FGS, EMT
- Tim Mickelson, John Hansen unavailable over the next month

Recruiting

- New Coyle volunteer, Angie Chesney-Mattison, application received.
- Created email and social media volunteer recruiting message and call for new applicants in the Coyle area.

Training

- Drill at STA21 EVIP refresher on 3/9.
- Conducted water can extinguisher maintenance and training at Station 22 on 3/25.
- Billy Brush and Thane Grooms participated in wildland WUI exercise with B22 on 3/28.

Incidents

- 3/9/26 17:38 Silent Lake Pl, Fire – Service Request, battery explosion – Coyle volunteers at ST21
- 3/11/26 20:57 Zelatched Point Navy, Fire Alarm – E22 responded, trees across the road, unable to access, marked hazzard with traffic cones, sent message to Navy staff to check in the morning.
- 3/16/26 02:40 Zelatched Point Navy, Fire Alarm – E22 responded, nothing found, requested follow up with Navy from Fire Marshal.
- 3/19/26 17:17 Coyle Rd, ALS Broken Ankle – North Coyle volunteer responded POV to scene.
- 3/21/26 17:17 Coyle Rd, BLS Follow up call, Broken Ankle – Coyle volunteers stood down
- 3/25/26 11:42 Coyle Rd, ALS, Difficulty Breathing – Coyle volunteers stood down
- 3/25/26 12:59 Madrona St, BLS, Foot pain – U22 responded w/ EMT, assisted A21
- 3/31/26 03:32 Bear Rd, ALS, Face Laceration – U22 assisted A21 and patient loading
- 4/4/26 03:33 Zelatched Point Navy, Fire Alarm – E22 responded, nothing found



- 4/4/26 15:43 Bear Rd, BLS, Welfare Check - U22 investigated, turned over to Law
- 4/5/26 14:42 Camelot Rd, Brush Fire – E22 & B22 Water supply, suppression, vehicle recovery
- 4/5/26 22:28 Madrona St, ALS, Diabetic episode – U22 Assisted A21 & M7



Camp Parsons Wildland Training 3/28/2026

CARES TEAM REPORT

EMT Kimberly Kinser

Monthly Activity

Quilcene Fire CARES continues to be available to meet the needs of QFR, Brinnon and Discovery Bay fire districts as well as referrals through Olympic Connect.

- As of April 6, we have 13 clients enrolled in Olympic Connect. Following up on 911 calls and referrals from the Duty Crew continues to be our primary source of clients.
- Debbie Tillman is currently in the field with Jamillah of the REAL team. When Jamillah is not available, EMT Alyssa Strum has been very supportive of Debbie and CARES.
- CARES received our first bimonthly case management payment from OCH. Our OCH income, to date, exceeds expenses.

DISTRICT SECRETARY'S REPORT

Sec'y Bob Rewitzer

Monthly Activity

- March payroll and quarterly reporting were completed on schedule by Administrative Assistant Billy Brush.
- All accounts for March have been fully reconciled.
- Pending response from USBank regarding the closure of the petty cash and legacy payroll accounts.
- Following a very productive session with Brinnon Fire administrative staff, we are in the process of modernizing our ambulance billing auditing process utilizing previously untapped reports from our billing provider, Systems Design. This "known-unknown" discovery allows for more comprehensive and accurate tracking.
- We are in the process of establishing access to the Washington State Patrol's WRECR portal. This streamlines the retrieval of motor vehicle accident data, ensuring all necessary documentation is captured for efficient cost recovery billing
- One public records request was processed.

Still in the first quarter of our newly organized Association, we continue to define our role in supporting Quilcene Fire Rescue and the Quilcene community as we tackle big projects with boundless enthusiasm and energy.

Our most recent accomplishments:

- 03/28 we financially assisted with providing lunch for wildland fire training
- 04/04 we sponsored the annual Quilcene Easter Breakfast and Egg Hunt

Special gratitude to the amazing Alyssa Strum for chairing the Easter Breakfast and Egg Hunt. This successful event was incredibly well planned, organized and implemented. We were blessed with beautiful weather and a donated quilt for our raffle. We now have a very strong template and accurate data for next year. Many thanks to all the volunteers that assisted with ensuring a joyful experience for our community. Well done everyone!

Moving forward, we will further define our role and goals. We will foster a culture of inclusiveness for our membership, so everyone has an opportunity to share our passion for assisting and supporting Quilcene Fire Rescue and our community.

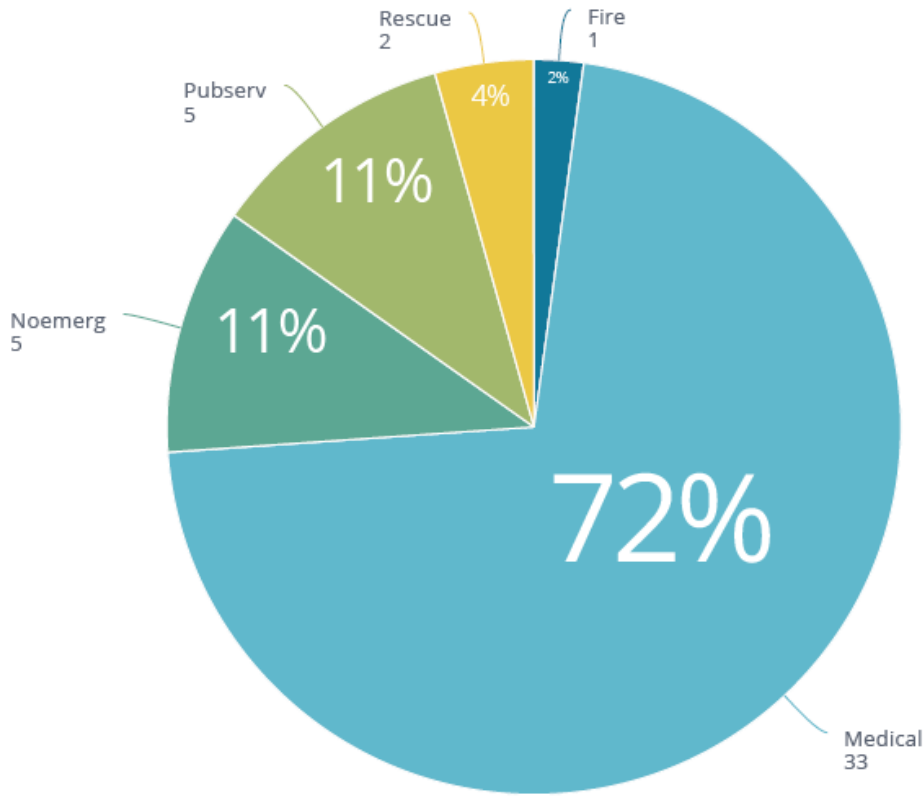
Thanks to each of you for your continued dedication as we continue to accomplish wonderful things together!



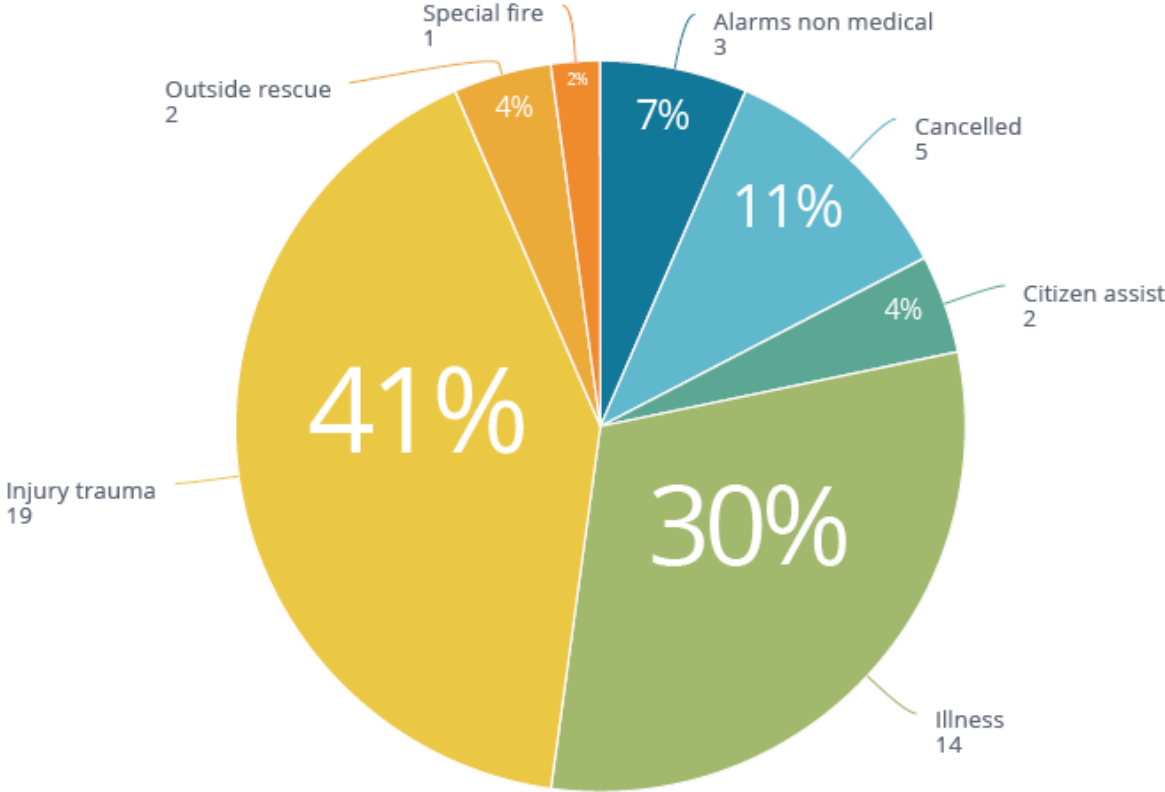
QFR Response Statistics - March 2026

Total Incidents	Medical Incidents	Fire Incidents	Other Incidents	Mutual Aid
Count of Incidents 46	Count of EMS Calls 33	Count of Fire Calls 1	Count of Other Calls 12	Aid Given 11
Count of Exposures 0	Percent of EMS Calls 71.74%	Percent of Fire Calls 2.17%	Percent of Other C... 26.09%	Aid Received 17

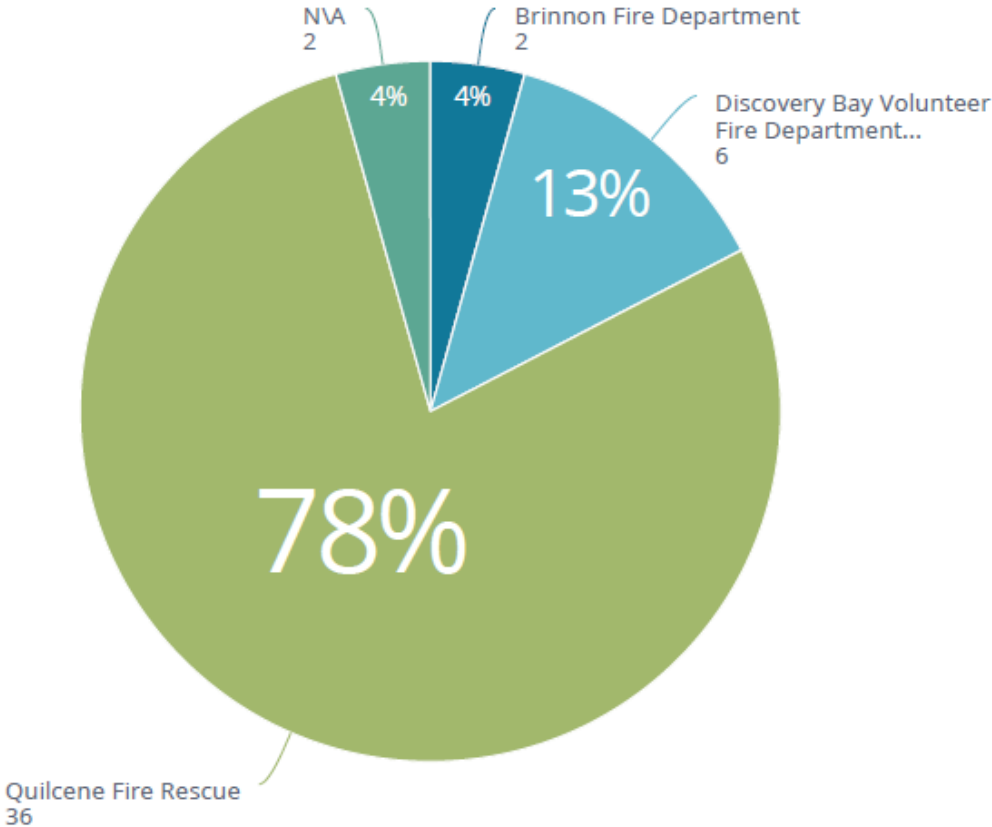
Incidents by Type



Incidents by Sub Category



Incidents by District



TREASURER'S REPORT

Fund Totals

Jefferson County Fire Distr #2

03/01/2026 To: 03/31/2026

Time: 10:06:17 Date: 04/07/2026
Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund 662 600 71	441,691.68	63,197.44	61,434.95	443,454.17	0.00	9.95	0.00	443,464.12
040 EMS Fund 662 610 71	367,961.56	56,013.07	55,546.74	368,427.89	0.00	3.90	0.00	368,431.79
070 Capital (Reserve) Fund 662 631 71	2,742,146.78	7,418.46		2,749,565.24	0.00	0.00	0.00	2,749,565.24
	3,551,800.02	126,628.97	116,981.69	3,561,447.30	0.00	13.85	0.00	3,561,461.15

TREASURER'S REPORT

Account Totals

Jefferson County Fire Distr #2

Time: 10:06:17 Date: 04/07/2026
Page: 2

03/01/2026 To: 03/31/2026

Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
10 General @ JeffCo	316,121.44	119,356.18	116,981.69	318,495.93	0.00	0.00	318,495.93
20 General Payroll @1st Security	125,070.24	80,144.30	80,144.30	125,070.24	0.00	13.85	125,084.09
25 General Petty Cash @ US Bank	500.00	0.00	0.00	500.00	0.00	0.00	500.00
40 EMS @ JeffCo	367,961.56	56,013.07	56,158.74	367,815.89	0.00	0.00	367,815.89
70 Capital Projects @ JeffCo	2,742,146.78	7,418.46	0.00	2,749,565.24	0.00	0.00	2,749,565.24
Total Cash:	3,551,800.02	262,932.01	253,284.73	3,561,447.30	0.00	13.85	3,561,461.15
	3,551,800.02	262,932.01	253,284.73	3,561,447.30	0.00	13.85	3,561,461.15

TREASURER'S REPORT
Outstanding Vouchers

03/01/2026 To: 03/31/2026

As Of: 03/31/2026 Date: 04/07/2026
 Time: 10:06:17 Page: 3

Jefferson County Fire Distr #2

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2024	1	01/05/2024	Payroll	20	1413	Chloe G Austin	13.85	2023.12 Payroll
							<u>13.85</u>	

Fund	Claims	Payroll	Total
001 General Fund 662 600 71	0.00	9.95	9.95
040 EMS Fund 662 610 71	0.00	3.90	3.90
	<u>0.00</u>	<u>13.85</u>	<u>13.85</u>

TREASURER'S REPORT
Signature Page

Jefferson County Fire Distr #2

Time: 10:06:17 Date: 04/07/2026
Page: 4

03/01/2026 To: 03/31/2026

REVIEWED AND APPROVED



Preparer

4-7-26

Date



Auditing Officer

4-7-26

Date

**QUILCENE FIRE RESCUE
JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 2)
RESOLUTION NO. 2026-001**

**RESOLUTION PROVIDING FOR THE SUBMISSION OF LEVY
(PRIMARY ELECTION)**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF QUILCENE FIRE RESCUE (JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 2) PROVIDING FOR THE SUBMISSION TO THE QUALIFIED ELECTORS OF THE DISTRICT AT AN ELECTION TO BE HELD WITHIN THE DISTRICT ON AUGUST 4, 2026 IN CONJUNCTION WITH THE PRIMARY ELECTION TO BE HELD ON THE SAME DATE, OF A PROPOSITION RESTORING THE DISTRICT'S PROPERTY TAX LEVY RATE TO \$1.25 PER \$1,000.00 OF TRUE AND ASSESSED VALUATION.

Background: WHEREAS, it is the judgment of the Board of Commissioners that it is essential and necessary for the protection of the health and life of the residents of the District that the fire and emergency medical services be provided by the District.

WHEREAS, The Board of Commissioners has determined that the accelerated demands for, and increasing costs of, providing services will necessitate the expenditure of revenues for improved fire protection operations, replacing apparatus and equipment, providing staffing and maintaining emergency medical service levels in excess of those which can be provided by the District's regular tax revenue levied at the current rate of approximately \$.75 per \$1,000.00 of assessed valuation of taxable property within the District as limited by the 101% limitation. The District voters last approved a levy lid lift to \$1.25 per thousand in 2015.

WHEREAS, The District experiences annual cost increases affecting its operations that reflect standard inflationary indices and that consistently exceed the statutory 101% limitation on tax levy increases.

WHEREAS, the Board of Commissioners has determined that it is in the best interest of the District that the maximum allowable levy in 2026 as authorized by this Resolution serve as the levy base for purposes of applying the limit factor established by RCW 84.55.010 in subsequent years.

Resolution: NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of Quilcene Fire Rescue (Jefferson County Fire Protection District No. 2) Jefferson County, Washington as follows:

Section 1. In order to maintain and increase the level of fire protection, prevention, emergency medical services and the protection of life and property in the District, it is necessary for the District to operate and maintain emergency fire and medical service vehicles, to acquire and improve station and other capital facilities and to retain properly trained personnel equipped with proper firefighting and emergency medical equipment.

Section 2. In order to provide the revenue adequate to pay the costs of providing adequate life protection services and facilities as described in Section 1 and to maintain reserve funds sufficient to assure the continuation of such services, the District shall, in accordance with RCW 84.55.050, remove the limitation on regular property taxes imposed by RCW 84.55.010 and levy beginning in 2026 and collect beginning in 2027, pursuant to RCW 52.16.130, RCW 52.16.140 and RCW

52.16.160, a general tax on taxable property within the District at a rate of \$1.25 per \$1,000.00 of assessed valuation subject to otherwise applicable statutory limits.

Section 3. The amount levied in 2026 shall serve as the District's tax levy base for purposes of applying the limit factor established by RCW 84.55.010 in subsequent years.

Section 4. There shall be submitted to the qualified electors of Quilcene Fire Rescue (Jefferson County Fire Protection District No. 2) for their ratification or rejection, at an election on August 4, 2026, the question of whether or not the regular property tax levy of the District should be restored to \$1.25 per \$1,000.00 of true and assessed valuation. The Board of Commissioners hereby requests the auditor of Jefferson County, as ex-officio Supervisor of Elections, to call such election, and to submit the following proposition at such election, in the form of a ballot title substantially as follows:

Name of Jurisdiction: Quilcene Fire Rescue (Jefferson County Fire Protection District No. 2)
Proposition #: Proposition No. 1
Short Title: Property Tax Levy for Fire Protection and Emergency Medical Services.

Ballot Title: The Board of Quilcene Fire Rescue (Jefferson County Fire Protection District No. 2) adopted Resolution No. 2026-001 concerning a proposition to maintain and adequately fund District operations.

This proposition authorizes the District to restore its regular property tax levy to \$1.25 per \$1,000 of assessed value to be assessed in 2026 and collected in 2027. The funds will maintain fire protection, and emergency medical services, replace apparatus and equipment, and provide for firefighter safety. The dollar amount of the 2026 levy shall serve as the base for computing subsequent levy limitations as provided by chapter 84.55 RCW.

Should this proposition be: Approved Rejected

Section 5. In accordance with RCW 84.55.050(1), the ballot measure shall require approval of a simple majority of voters.

Section 6 The Board of Commissioners finds and declares that it is in the best interest of the District to have information regarding the ballot measure included in the local voters' pamphlet. Furthermore, that the appropriate costs thereof shall be paid for by the District. The Board of Commissioners further authorizes and directs the Fire Chief to provide such information to the County Elections department for inclusion and to take other actions as necessary to that end.

Section 7. The Board of Commissioners hereby assigns to the Fire Chief or designee the task of appointing members to a committee to advocate voters' approval of the proposition and to a committee to prepare arguments advocating voters' rejection of the proposition.

Section 8. For purposes of receiving notice of any matters related to the ballot title, as provided in RCW 29A.36.080, the Board of Commissioners hereby designates the Fire Chief , or designee as the individuals to whom the County Auditor shall provide such notice.

Section 9. The Chief is authorized to implement such administrative procedures as may be necessary to carry out the directives of this resolution, including modifying the text of the ballot title and any other text, language and/or descriptions relative thereto necessary to conform such ballot title, text, language and/or descriptions to the intent of the parties, consistent with the objectives of this resolution

Section 10. The Chief, or designee, is hereby authorized and directed, no later than May 1, 2026, to provide to the County Auditor a certified copy of this resolution and the proper District officials are authorized to perform such other duties or take such other actions as are necessary or required by law to the end that the proposition described in this resolution appear on the ballot before the voters at the August 4, 2026 election.

Section 11. If any section, subsection, paragraph, sentence, clause or phrase of this resolution is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this resolution.

Section 12. Any act consistent with the authority and prior to the effective date of this resolution is hereby ratified and affirmed.

Section 13. This resolution shall take effect and be in force immediately upon its passage.

Adoption: ADOPTED by the Board of Commissioners of Quilcene Fire Rescue (Jefferson County Fire Protection District No. 2) at an open public meeting of such Board on the 20th day of April 2026, the following Board Members being present and voting:



Commissioner



Commissioner



Commissioner



Secretary

**QUILCENE FIRE RESCUE
JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 2)
RESOLUTION NO. 2026-002**

**RESOLUTION PROVIDING FOR THE SUBMISSION OF LEVY
(GENERAL ELECTION - PROVISIONAL)**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF QUILCENE FIRE RESCUE (JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 2) PROVIDING FOR THE SUBMISSION TO THE QUALIFIED ELECTORS OF THE DISTRICT AT AN ELECTION TO BE HELD WITHIN THE DISTRICT ON NOVEMBER 3, 2026 IN CONJUNCTION WITH THE GENERAL ELECTION TO BE HELD ON THE SAME DATE, OF A PROPOSITION RESTORING THE DISTRICT'S PROPERTY TAX LEVY RATE TO \$1.25 PER \$1,000.00 OF TRUE AND ASSESSED VALUATION. **PROVIDED, THIS PROPOSITION SHALL NOT BE SUBMITTED TO THE VOTERS IF THE LEVY AUTHORIZED BY RESOLUTION NO. 2026-001 IS APPROVED BY THE VOTERS AT THE PRIMARY ELECTION HELD ON AUGUST 4, 2026.**

Background: WHEREAS, it is the judgment of the Board of Commissioners that it is essential and necessary for the protection of the health and life of the residents of the District that the fire and emergency medical services be provided by the District.

WHEREAS, The Board of Commissioners has determined that the accelerated demands for, and increasing costs of, providing services will necessitate the expenditure of revenues for improved fire protection operations, replacing apparatus and equipment, providing staffing and maintaining emergency medical service levels in excess of those which can be provided by the District's regular tax revenue levied at the current rate of approximately \$.75 per \$1,000.00 of assessed valuation of taxable property within the District as limited by the 101% limitation. The District voters last approved a levy lid lift to \$1.25 per thousand in 2015.

WHEREAS, The District experiences annual cost increases affecting its operations that reflect standard inflationary indices and that consistently exceed the statutory 101% limitation on tax levy increases.

WHEREAS, the Board of Commissioners has determined that it is in the best interest of the District that the maximum allowable levy in 2026 as authorized by this Resolution serve as the levy base for purposes of applying the limit factor established by RCW 84.55.010 in subsequent years.

Resolution: NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of Quilcene Fire Rescue (Jefferson County Fire Protection District No. 2) Jefferson County, Washington as follows:

Section 1. In order to maintain and increase the level of fire protection, prevention, emergency medical services and the protection of life and property in the District, it is necessary for the District to operate and maintain emergency fire and medical service vehicles, to acquire and improve station and other capital facilities and to retain properly trained personnel equipped with proper firefighting and emergency medical equipment.

Section 2. In order to provide the revenue adequate to pay the costs of providing adequate life protection services and facilities as described in Section 1 and to maintain reserve funds sufficient to assure the continuation of such services, the District shall, in accordance with RCW 84.55.050,

remove the limitation on regular property taxes imposed by RCW 84.55.010 and levy beginning in 2026 and collect beginning in 2027, pursuant to RCW 52.16.130, RCW 52.16.140 and RCW 52.16.160, a general tax on taxable property within the District at a rate of \$1.25 per \$1,000.00 of assessed valuation subject to otherwise applicable statutory limits.

Section 3. The amount levied in 2026 shall serve as the District's tax levy base for purposes of applying the limit factor established by RCW 84.55.010 in subsequent years.

Section 4. There shall be submitted to the qualified electors of Quilcene Fire Rescue (Jefferson County Fire Protection District No. 2) for their ratification or rejection, at an election on November 3, 2026, the question of whether or not the regular property tax levy of the District should be restored to \$1.25 per \$1,000.00 of true and assessed valuation. The Board of Commissioners hereby requests the auditor of Jefferson County, as ex-officio Supervisor of Elections, to call such election, and to submit the following proposition at such election, in the form of a ballot title substantially as follows:

Name of Jurisdiction: Quilcene Fire Rescue (Jefferson County Fire Protection District No. 2)
Proposition #: Proposition No. 1
Short Title: Property Tax Levy for Fire Protection and Emergency Medical Services.

Ballot Title: The Board of Quilcene Fire Rescue (Jefferson County Fire Protection District No. 2) adopted Resolution No. 2026-002 concerning a proposition to maintain and adequately fund District operations.

This proposition authorizes the District to restore its regular property tax levy to \$1.25 per \$1,000 of assessed value to be assessed in 2026 and collected in 2027. The funds will maintain fire protection, and emergency medical services, replace apparatus and equipment, and provide for firefighter safety. The dollar amount of the 2026 levy shall serve as the base for computing subsequent levy limitations as provided by chapter 84.55 RCW.

Should this proposition be: Approved Rejected

Section 5. In accordance with RCW 84.55.050(1), the ballot measure shall require approval of a simple majority of voters.

Section 6 The Board of Commissioners finds and declares that it is in the best interest of the District to have information regarding the ballot measure included in the local voters' pamphlet. Furthermore, that the appropriate costs thereof shall be paid for by the District. The Board of Commissioners further authorizes and directs the Fire Chief to provide such information to the County Elections department for inclusion and to take other actions as necessary to that end.

Section 7. The Board of Commissioners hereby assigns to the Fire Chief or designee the task of appointing members to a committee to advocate voters' approval of the proposition and to a committee to prepare arguments advocating voters' rejection of the proposition.

Section 8. For purposes of receiving notice of any matters related to the ballot title, as provided in RCW 29A.36.080, the Board of Commissioners hereby designates the Fire Chief, or designee as the individuals to whom the County Auditor shall provide such notice.

Section 9. The Chief is authorized to implement such administrative procedures as may be necessary to carry out the directives of this resolution, including modifying the text of the ballot title and any other text, language and/or descriptions relative thereto necessary to conform such ballot title, text, language and/or descriptions to the intent of the parties, consistent with the objectives of this resolution

Section 10. The Chief, or designee, is hereby authorized and directed, no later than August 4, 2026, to provide to the County Auditor a certified copy of this resolution and the proper District officials are authorized to perform such other duties or take such other actions as are necessary or required by law to the end that the proposition described in this resolution appear on the ballot before the voters at the November 3, 2026 election. **The Chief, or designee, is further authorized to withdraw this Resolution without further action by the Board in the event the District voters approve the Levy at the August 4, 2026 primary election.**

Section 11. If any section, subsection, paragraph, sentence, clause or phrase of this resolution is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this resolution.

Section 12. Any act consistent with the authority and prior to the effective date of this resolution is hereby ratified and affirmed.

Section 13. This resolution shall take effect and be in force immediately upon its passage.

Adoption: ADOPTED by the Board of Commissioners of Quilcene Fire Rescue (Jefferson County Fire Protection District No. 2) at an open public meeting of such Board on the 20th day of April 2026, the following Board Members being present and voting:



Commissioner



Commissioner



Commissioner



Secretary