Jefferson County Fire Protection District No. 2

Commissioner Marcia Kelbon
Board Chair

Commissioner Melody Bacchus
Commissioner Art Frank

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

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

ATTENDANCE:

Commissioner/Chair Kelbon
Commissioner Bacchus
Commissioner Frank
Chief McKern (via Teams)
District Secretary Rewitzer
Deputy Chief D. Svetich, ret.
Capt. McCrehin
Lt. Winn
Lt. Singleton (via Teams)
FF/EMT T. Svetich
FF/EMT Torres
Capt. Grooms
Administrative Assistant Brush
Chris Dolan
Pilar Dolan
Antonio Rubal (via Teams)
Jacob Ellis (via Teams)
Henry Brebberman (via Teams)

CALL TO ORDER:

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

PLEDGE OF ALLEGIANCE:

Lt. Winn led the Pledge of Allegiance.

PUBLIC COMMENTS:

Lt. Winn noted that Union members were present to show their support for the Firefighter Backfill Interlocal Agreement.

APPROVAL OF AGENDA:

Commissioner Kelbon moved, and Commissioner Bacchus seconded, to approve the agenda. The motion carried unanimously.

APPROVAL OF MINUTES:

Commissioner Kelbon moved, and Commissioner Frank seconded, to approve the minutes from the following meetings:

- June 15, 2026 Regular Meeting
- June 30, 2026 Special Meeting
- July 6, 2026 Special Meeting (Joint Board Meeting) with edits to Section 2.3 and Exhibit A 1.3.

The motion carried unanimously.

APPROVAL OF VOUCHERS:

The Board reviewed the vouchers prior to the meeting. Commissioner Kelbon moved, and Commissioner Bacchus seconded, to approve vouchers totaling $168,812.75 The motion carried unanimously.

REPORTS:

The Board reviewed the Monthly Fire Chief's Report, Treasurer's Report, and Budget Position Report in advance. Additional updates included:

- **Lt. Winn**: Provided an update on the installation of new security cameras at Station 21, citing that the work will be completed in August.

- **Commissioner Kelbon:** Led a discussion on the differences between the FIIRE Program grant, DOH Workforce grant, and Rural Health Transformation (RHT) Program. Chief McKern noted that any grants for the RHT Program should become available in October or November 2026.
- **Secretary Rewitzer**: Noted the ongoing challenges of filing excise tax with DOR for CPR classes and explained the associated changes to accounting processes. Also noted the District received its timber payment of $236,542 for Last Crocker Sorts; an upcoming timber payment estimated at $55,000 for Maladjusted; the District's current financial status; and the discussion and decisions that will follow the completion of the Reserve Study.

CORRESPONDENCE:

No correspondence received.

UNFINISHED BUSINESS:

1. **DNR Trust Lands:** Sec'y Rewitzer noted that the District does not expect any additional timber payments in 2026 beyond Last Crocker Sorts and Maladjusted.
2. **Regional ALS Program:** Commissioner Kelbon led a discussion regarding the Regional ALS Program and the importance of staying focused on the bigger picture. Commissioner Kelbon recommended including Attorney Snure in the next Joint Board Meeting on August 10, 2026. Sec'y Rewitzer led a discussion regarding the document he drafted regarding Regional ALS, an alternative option of a Segmented Service-Delivery ILA, and the implications of District 2 as the financial agent. Commissioner Frank noted that much had changed since Regional ALS discussions began and how the role of fiscal agent could change depending on access to grant funding. All Commissioners agreed to include Snure in the August 10 meeting to work through details of the program.
3. **District Funding:** Commissioner Kelbon noted online discussion regarding the upcoming Primary Election. Chief McKern noted that he received one call from a District resident who received the Quilcene Emergency Volunteers Association mailer which promoted calling McKern with any questions.
4. **Firefighter Backfill Interlocal Agreement:** Commissioner Kelbon led a discussion regarding the wage data from the Quilcene and Brinnon CBAs. Commissioner Frank noted it would be sensible to provide the loaded rate and led a discussion regarding the implications of "other required employment costs" in Section 2. Chris Dolan noted Chief Manly's ability to approve minor changes in the ILA without additional approval from Brinnon's Board of Fire Commissioners. Commissioner Kelbon moved, and Commission Bacchus seconded, to approve the ILA with an edit to remove "other required employment" from Section 2 so that it reads, "Reimbursable costs may include wages, overtime, employment taxes, workers' compensation, and LEOFF retirement costs directly associated with the approved TDA." The motion carried unanimously. Commissioner Frank recommended that Chief McKern and Sec'y Rewitzer work directly with Chief Manly to sign the ILA.

NEW BUSINESS:

1. **Resolution 2026-006 – Budget Amendment:** Sec'y Rewitzer led a discussion regarding the grant from the Washington State Department of Natural Resources (DNR) to upfit and outfit the wildland fire brush truck recently acquired through the DNR surplus program. The resolution formally amends the 2026 budget baseline to recognize this unanticipated revenue and authorize the corresponding expenditures, ensuring accurate and transparent financial record with a $0.00 net impact to District funds. Commissioner Kelbon moved, and Commissioner Bacchus seconded, to approve Resolution 2026-006, amending the 2026 annual budget to recognize $19,604 in

unanticipated grant revenue and authorize the corresponding expenditures. The motion carried unanimously.

EXECUTIVE SESSION:

A 13-minute Executive Session was called by Commissioner Kelbon at 7:32 p.m. per RCW 42.30.110(1)(g) to review the performance of a public employee. The Executive Session was extended for an additional 10 minutes at 7:45 p.m. and an additional 5 minutes at 7:55 p.m. The meeting was called back to order at 8:00 p.m. No action was taken.

GOOD OF THE ORDER:
There was no discussion.

ADJOURNMENT:
The meeting adjourned at 8:01 p.m.

ATTACHMENTS:

General Certificate for Claims:	7/2/2026 Payroll Check Register
	7/20/2026 Claims Check Register
Reports:	June 2026 Monthly Fire Chief's Report
	June 2026 Treasurer's Report
Resolutions:	2026-006 Amending the 2026 Annual Budget to Accommodate Unanticipated Grant Revenue and Authorizing Corresponding Expenditures

APPROVED this 17th day of AUGUST, 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
MELODY BACCHUS, Commissioner

ART FRANK, Commissioner

ATTEST:

Robert Rewitzer
ROBERT REWITZER, District Secretary

CHECK REGISTER

Jefferson County Fire Distr #2

Time: 13:15:39 Date: 07/01/2026

07/02/2026 To: 07/02/2026

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
393	07/02/2026	Payroll	20	EFT	Melody Bacchus	443.25	2026.07 Payroll
394	07/02/2026	Payroll	20	EFT	William Brush	360.16	2026.07 Payroll
395	07/02/2026	Payroll	20	EFT	William Brush	3,493.57	2026.07 Payroll
398	07/02/2026	Payroll	20	EFT	Thane Grooms	457.13	2026.07 Payroll
399	07/02/2026	Payroll	20	EFT	John Hansen	55.41	2026.07 Payroll
400	07/02/2026	Payroll	20	EFT	Marcia Kelbon	443.25	2026.07 Payroll
401	07/02/2026	Payroll	20	EFT	Kimberly Kinser	13.85	2026.07 Payroll
402	07/02/2026	Payroll	20	EFT	Kimberly Kinser	1,770.94	2026.07 Payroll
403	07/02/2026	Payroll	20	EFT	Brady W Matheson	8,423.13	2026.07 Payroll
404	07/02/2026	Payroll	20	EFT	Mark A McCrehin	5,955.10	2026.07 Payroll
405	07/02/2026	Payroll	20	EFT	Timothy M McKern	7,849.43	2026.07 Payroll
406	07/02/2026	Payroll	20	EFT	Timothy Mickelson	124.67	2026.07 Payroll
407	07/02/2026	Payroll	20	EFT	Luke Miller	207.79	2026.07 Payroll
409	07/02/2026	Payroll	20	EFT	Robert J Rewitzer	4,650.16	2026.07 Payroll
411	07/02/2026	Payroll	20	EFT	Nicholas Singleton	5,926.71	2026.07 Payroll
412	07/02/2026	Payroll	20	EFT	Alyssa Sturm	166.23	2026.07 Payroll
413	07/02/2026	Payroll	20	EFT	Alyssa Sturm	942.29	2026.07 Payroll
414	07/02/2026	Payroll	20	EFT	Steven Sund	152.38	2026.07 Payroll
416	07/02/2026	Payroll	20	EFT	Tyson J Svetich	8,558.54	2026.07 Payroll
417	07/02/2026	Payroll	20	EFT	Zachary D Torres	2,092.84	2026.07 Payroll
418	07/02/2026	Payroll	20	EFT	Kevin R Winn	7,108.21	2026.07 Payroll
419	07/02/2026	Payroll	20	EFT	HRA VEBA - YA20437	900.00	Pay Cycle(s) 07/02/2026 To 07/02/2026 - HRA VEBA
420	07/02/2026	Payroll	20	EFT	US Treasury	12,567.67	941 Deposit for Pay Cycle(s) 07/02/2026 - 07/02/2026
421	07/02/2026	Payroll	20	EFT	WA Dept of Retirement Systems	10,224.29	Pay Cycle(s) 07/02/2026 To 07/02/2026 - LEOFF2; Pay Cycle(s) 07/02/2026 To 07/02/2026 - PERS2
422	07/02/2026	Payroll	20	EFT	WA Employment Security Dept-LTCA	1,118.69	Pay Cycle(s) 04/01/2026 To 06/30/2026 - LTCA
423	07/02/2026	Payroll	20	EFT	WA Employment Security Dept-PFMLA	1,649.40	Pay Cycle(s) 04/01/2026 To 06/30/2026 - PFMLA
424	07/02/2026	Payroll	20	EFT	WA Employment Security Dept-Unemployment	530.06	2nd Quarter Unemployment: 04/01/2026 - 06/30/2026
396	07/02/2026	Payroll	20	1703	Debra Ethier	27.70	2026.07 Payroll
397	07/02/2026	Payroll	20	1704	Art Frank	443.25	2026.07 Payroll
408	07/02/2026	Payroll	20	1705	Brady T Palmer	41.56	2026.07 Payroll
410	07/02/2026	Payroll	20	1706	Michele Roman	166.23	2026.07 Payroll
415	07/02/2026	Payroll	20	1707	Donald Svetich	41.56	2026.07 Payroll
425	07/02/2026	Payroll	20	1708	IAFF Local 2032	600.00	Pay Cycle(s) 07/02/2026 To 07/02/2026 - Union Dues
426	07/02/2026	Payroll	20	1709	Nationwide Retirement Solutions	4,367.70	Pay Cycle(s) 07/02/2026 To 07/02/2026 - 457 Plan; Pay Cycle(s) 07/02/2026 To 07/02/2026 - 457 Plan Roth
427	07/02/2026	Payroll	20	1710	Trusteed Plans Service Corporation	12,809.81	Pay Cycle(s) 07/02/2026 To 07/02/2026 - Medical; Pay Cycle(s) 07/02/2026 To 07/02/2026 - Dental
428	07/02/2026	Payroll	20	1711	WA Dept of Labor & Industries-FD2	13,463.93	2ND Quarter L&I: 04/01/2026 - 06/30/2026

CHECK REGISTER

Jefferson County Fire Distr #2

Time: 13:15:39 Date: 07/01/2026

07/02/2026 To: 07/02/2026

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
429	07/02/2026	Payroll	20	1712	Washington State Support Registry	819.53	Pay Cycle(s) 07/02/2026 To 07/02/2026 - Child Sppt

001 General Fund 662 600 71	66,403.46	
040 EMS Fund 662 610 71	52,562.96	
	118,966.42	Payroll: 118,966.42

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 — 7-1-2026

Preparer — Date

[signature] — 7-1-2026

Auditing Officer — 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.

[signature] — 7/20/26

Chair (or Acting Chair) of the Board of Fire Commissioners — 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: 10:54:26 Date: 07/20/2026

07/20/2026 To: 07/20/2026

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
438	07/20/2026	Claims	10	622063	AT&T Mobility	602.15	Monthly Cellular Service
439	07/20/2026	Claims	10	622064	Boundtree Medical LLC	679.09	Monthly EMS Supply Order
440	07/20/2026	Claims	10	622065	Boundtree Medical LLC	753.72	Monthly EMS Supply Order
441	07/20/2026	Claims	10	622066	Canon Financial Services, Inc	54.64	Monthly Lease for Sta21 Printer/Copier
442	07/20/2026	Claims	10	622067	Central Welding Supply Co Inc	260.27	Medical Oxygen Supply
443	07/20/2026	Claims	10	622068	EMS Connect LLC	114.98	Monthly Fee for EMS Training Content
444	07/20/2026	Claims	10	622069	EMS Special Agency Fund	306.00	Monthly Ambulance Transport Fee for EMS Council
445	07/20/2026	Claims	10	622070	East Jefferson Fire Rescue	9,211.92	Quarterly Fee for ALS Service
446	07/20/2026	Claims	10	622071	Evans Tire Co.	746.79	Install New Tires on B21
447	07/20/2026	Claims	10	622072	Art Frank	211.25	Repair & Restore Sta21 Flagpole
448	07/20/2026	Claims	10	622073	Good Man Inc	144.30	Monthly Restroom Service Sta22
449	07/20/2026	Claims	10	622074	JC Dept of Public Works	1,162.97	Monthly Fuel
450	07/20/2026	Claims	10	622075	JC Dept of Public Works	1,422.23	Monthly Fuel
451	07/20/2026	Claims	10	622076	JC Fire District #2 Payroll	2,395.90	2026.06.25 Torres Payroll Reimbursement
452	07/20/2026	Claims	10	622077	JC Fire District #2 Payroll	118,966.42	2026.07.02 Payroll Reimbursement
453	07/20/2026	Claims	10	622078	Jamestown Networks	96.18	Monthly VOIP Telephone Services
454	07/20/2026	Claims	10	622079	JeffCom 911 Communications	6,324.96	Quarterly 911 Dispatch Services
455	07/20/2026	Claims	10	622080	Lexipol LLC	4,750.22	Annual SaaS Fee
456	07/20/2026	Claims	10	622081	Timothy M McKern	100.00	Monthly Personal Device Reimbursement
457	07/20/2026	Claims	10	622082	Murreys Disposal Co Inc	45.02	Monthly Recylcing Service
458	07/20/2026	Claims	10	622083	Murreys Disposal Co Inc	126.33	Monthly Garbage Service
459	07/20/2026	Claims	10	622084	North Olympic Peninsula Data Centers	89.95	Monthly Internet Service
460	07/20/2026	Claims	10	622085	Olympic Springs Inc	54.48	Monthly Drinking Water
461	07/20/2026	Claims	10	622086	Pacific Office Equipment	2,289.27	Monthly Printer, Support, Google, MSFT
462	07/20/2026	Claims	10	622087	Paladin Background Screening	58.04	Background Screening (Krueger)
463	07/20/2026	Claims	10	622088	Snure Law Office PSC	252.00	Review Email, Email to Manly
464	07/20/2026	Claims	10	622089	Donald Svetich	49.89	Mounting Materials for Sta21 Weather Station
465	07/20/2026	Claims	10	622090	Systems Design West LLC	572.78	Monthly EMS Billing Service
466	07/20/2026	Claims	10	622091	Systems Design West LLC	602.94	Monthly EMS Billing Service
467	07/20/2026	Claims	10	622092	Systems Design West LLC	7,500.00	Annual GEMT Consulting Service
468	07/20/2026	Claims	10	622093	The Goodyear Tire & Rubber Company	2,519.50	New Tires for B21
469	07/20/2026	Claims	10	622094	The Station Signs & Screen Painting. Inc	1,859.23	Graphics Package for B21
470	07/20/2026	Claims	10	622095	US Bank Credit Card	3,519.26	3012-Stamps; 3012-Sta21 Supplies and Step Ladder; 9508-Oil Change & Air Filter U21; 9508-Monthly Acrobat Subscription; 9508-Fuel for B21 Equipment; 5799-Monthly Utility Service; 5799-Monthly Acrobat S
471	07/20/2026	Claims	10	622096	WA Dept of Revenue	539.28	Quarterly Leasehold Excise Tax
472	07/20/2026	Claims	10	622097	Westbay Auto Parts Inc	430.79	Two Batteries for Ram Aid Unit

001 General Fund 662 600 71	84,786.97		
040 EMS Fund 662 610 71	84,025.78		
		Claims:	168,812.75
	168,812.75		

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo

CHECK REGISTER REPORT

PURPOSE: Check one.

☐ PAYROLL: *No General Certificate required.**

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General Fund: 589.99.00.000.1 Payroll Clearing--GEN

EMS Fund: 589.99.00.000.4 Payroll Clearing-EMS

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Preparer — Date: 7/20/26

Auditing Officer — Date: 7-20-2026

GENERAL CERTIFICATE FOR CLAIMS (not required for Payroll)
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Chair (or Acting Chair) of the Board of Fire Commissioners — Date: 7/20/26

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QUILCENE FIRE RESCUE

MONTHLY FIRE CHIEFS REPORT

For
June 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 – JeffCom and PenCom continue to research cloud-based CAD. Work continues with new APCO CBD programs. New rollout of potential plan for Jeff County DEM to go under JeffCom board – in the information gathering stage and still continuing.
- CARES Program – Work with OCH to enhance our program to get closer to our deliverables continues. We reviewed the Mobile Integrated Health (MIH) report and look forward to an updated data set in the future to capture a true account of our programs. MIH will be a key link to future funding.
- Grant Updates – FIIRE program grant was submitted; we are seeking new non-PFAS Wildland PPE for all Red Card members.
- DOH Workforce Grant – On-going with a focus on 'Recruit and Retention' as we address transportation issues and lack of resources. Another grant on the horizon is the Rural Health Transformation Program (RHTP). Washington State was awarded $181 million out of this $50 billion federal initiative with a focus on funding to rural counties and agencies to modernize EMS and transport services to reduce delays in trauma and medical patients.
- On-going stakeholder meetings regarding timber sales and trust lands

External Relationships.

- CADET program at Quilcene School with Brinnon Fire and support from school; graduation on Saturday, August 18th.
- 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 HOAs that are interested in home assessments. Assessment program is attached to 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 will remain in the GMC Aid Unit for the month of July to relieve mileage issues on the Ram Unit.
- B21 has returned from Station Signs. All new stickering is completed. B21 is now in service.

Station 21 Building Maintenance:

- I have been unsuccessful in completing repairs to the Annex Heater. I will be reaching out to a service tech to diagnose the issue.
- Peninsula Electric onsite to complete repairs to the onsite generator at Station 21. It appears that the radiator will need to be replaced.

New Brush 21

Flagpole after updated paint

Report Date: 07/9/2026

Apparatus ID	Year & Make	Station Assignment	Mileage
BLS unit			
A21	2018 Dodge Ram 3500	21 Quilcene	8228.9
A21A	2016 GMC K3500	21 Quilcene	70615
Brush truck			
B21	2016 Ford	21 Quilcene	78303.6
B21A	2008 Ford	21 Quilcene	78081.5
B22	2024 Ford	22 Coyle	1632
Chief officer car			
C201	2020 Ford	Chief	70158
C202	2005 Chevrolet	Deputy Chief	
Engine			
E21	2005 Freightliner	21 Quilcene	46323.7
E22	1996 Ford	22 Coyle	31029.4
Tanker or tender			
T21	2018 Freightliner	21 Quilcene	8665.8
Support apparatus, other			
CARES21	2019 Ford Edge	21 Quilcene	60412.8
U21	2005 Chevrolet	21 Quilcene	201237
U22	2008 Ford	22 Coyle	123345.9

Significant Events and Service Delivery:

- B-Shift responded to 18 calls in July.

Training and Competency:

- N/A

Physical Resources and Quality of Life Old News:

- 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. 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:

- I will be working with Billy to set up new security cameras around the admin building and station. Put on the back burner for more important tasks.
- I am continuing to work alongside Scott when it comes to WEMSIS.
- CPR class scheduled with the City of PT June 16th

Staffing (next 30 days):

- I have vacation planned for July 28th – 29th .

Significant Events and Service Delivery:

- C-Shift personnel responded to roughly 20 incidents during the month of June 2026.
- Hydrant water usage for Quilcene and Coyle totaled approximately 6,500 gallons:
  - Incidents: 500 gallons for incident response.
  - Training: 4,000 gallons for drills and pump operations review.
  - Maintenance: 2,000 gallons for equipment cleaning and pump checks.
- Provided WRN Information and wildfire risk mitigation information at the June 25th Station 21 open house.
  - Per the WRN funding agreement with DNR, supporting documentation and an invoice for completed work will be submitted at the beginning of July.
  - DNR will no longer maintain the WRN website as of July 1. Funding for the program in 2027 remains uncertain and the leadership team is evaluating options.
- Continued monitoring of National Weather Service forecasts, Heat Risk products, and fire-weather conditions to support operational readiness during an extended period of warm, dry weather.
- Maintained situational awareness and coordination with regional partners regarding wildfire preparedness, weather impacts, and seasonal response planning.
- Supported Moon Fest special event planning through coordination with county partners regarding weather contingencies, life-safety requirements, and event readiness considerations.
- Continued participation in EMS workforce development initiatives through the Workforce Grant Monthly Cohort program and associated regional coordination efforts.

Training and Competency:

- Submitted documentation to DNR for 2026 Red Card certifications; with five personnel receiving initial FFT2 certification, QFR will have a total of 15 Red Carded personnel this year.
  - Coordinating training and response opportunities for personnel eligible for state mobilization assignments.
  - Coordinating training and opportunities for personnel to respond to State Mob assignments.
- Continued development of the volunteer Wildland Firefighter Type 2 (FFT2/Red Card) training program, including FEMA ICS coursework, qualification tracking, and field-day planning.
- Coordinated with the administrative team through SharePoint to track applications, onboarding, orientation, and consistent training activities for new volunteer members.
- Identified FEMA/NDEMU training opportunities for advanced ICS certifications.
- Developing training manual for initial training on the DNR surplus engine.
- Supported member participation in future certification opportunities, including Fire & Life Safety Educator and Fire Officer 1 training.
- Continued emphasis on building qualified personnel for incident management and command positions to support future operational needs.

- Scheduled upcoming training opportunities in the new Outlook Training and Event Calendar.
- Identified N95 annual refresher training resources through DOH and coordinated scheduling for personnel fit testing.

Physical Resources and Quality of Life:

- Acquired and managed PPE, tools, and equipment for the DNR surplus engine.
- Applied for a replacement wildland PPE grant through the L&I FIIRE program.

Staffing (next 60 days):

- Intend to maintain off-shift availability for Duty Officer, overtime coverage, and state mobilization response as needed.

Building Maintenance

- John Hansen is working on replacing the broken sliding window on the side of Station 22.

Apparatus

- E22 in service, B22 in service, U22 is in service. Rescue stretcher added to Brush 22.

Volunteers - Coyle Team Availability:

- Cpt. Thane Grooms FGS, Billy Brush FGS, Steve Sund FGS/EMT, Tim Mickelson FGS
- John Hansen will be unavailable until the last week of July

New Volunteer Onboarding:

- Our new volunteers, Angie Chesney-Mattison, Clo Copass & Seth Krueger, are on track for pagers and Active911 accounts to start responding on calls as trainees by July 18th.

Training

- 6/10/26 Hose evolutions... Deployment of minuteman hose load, foam operations and reload of hose on crosslay preconnect. (videos & drill)
- 6/17/26 Training review of "One foot in the black, wind at your back, Anchor, Flank and Pinch" and review of Smokey pack deployment. (videos & drill)
- 6/24/26 Training review of Bladder Bag filling, uses, effectiveness. (videos & drill)

Upcoming Training

- Monday, July 13th, 1800 Station 21 – PPE, Decon & N95 fit testing
- Saturday July 18th, 0800-1600 Station 21 – EVIP, BLS CPR, HAZWOPER
- Online Training: FEMA ICS 100, 700 & Wildland L-180, S-190, S-130, FI-110

Incidents

- 6/9/26 17:15 Bear Rd, Smoke investigation – B22, Nothing found
- 6/12/26 14:53 Station 22, ALS-MEDEVAC Fall Patient – U22,E22 Assisted and LZ Manager
- 6/19/26 13:16 Coyle Rd, BLS – Coyle volunteers unavailable
- 7/2/26 03:46 Madrona St, ALS – Coyle volunteers went enroute, call cancelled by RP
- 7/4/26 17:24 Johnson Rd, Burn Complaint – B22 Investigated, nothing found, stood down incoming
- 7/4/26 18:28 Station 22, BLS Laceration – B22,U22 lead driver with patient to Sta22, Assisted B21/A21
- 7/7/26 18:20 Bear Rd, ALS Diff Breathing – Coyle volunteers unavailable

Weather and Rainfall Update

- Dry conditions, but cool weather is the story for June. For the month, we received nearly normal precipitation, however we are still below average for the calendar year. We have been abnormally dry in the eastern Olympic Peninsula, for most of the last 6 to 8 months.
- Fire activity remains low with any new starts being "caught" at least then 1 acre or less. July and August are still looking to be very warm and dry. The potential for increased wildfire incidents will be elevated.

Significant Events

- The only item of note. The US Forest Service notified us; they had received some funding to start working on the "Firewise Demo site". This funding is only for the parcel next to their District Office on Hwy 101.

Wildfire Alliance

- We are still in a pause, waiting for the Community Wildfire Protection Grant (CWPG) to be available from the Federal Government. QFR continues to work with our partners to be ready for that opportunity when it comes available.
- As part of our program associated with the Alliance, we continue to offer and conduct "Defeasible Space" assessment to our communities.

EMS and Fire Incidents and Deputy Chief Activities

- Provided some weekend Duty Chief coverage and responded to incidents as needed.

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 July 9, we have 15 clients enrolled in Olympic Connect. Following up on 911 calls and referrals from the Duty Crew continues to be our primary source of clients.
- Angie Chesney, one of QFR's Coyle volunteers has joined the CARES team. She will complete OCH on boarding on July 14th. Angie has been going out on calls with Kimberly and also working with Capt Grooms and Lt Singleton to complete QFR orientation. Angie has been living in Coyle for 6 years and is a great addition to our CARES team.
- CARES continues to work with OCH to meet our 2026 contractual obligations. CARES income continues to exceed CARES expenditures.

DISTRICT SECRETARY REPORT Sec'y Bob Rewitzer

Payroll & Finance

- **Processed June payroll** on schedule, including quarterly reporting.
- **Reconciled all accounts** successfully for the month of June.
- **DOR Excise Tax Account active:** Following a process initiated in March, the Department of Revenue has successfully activated our excise tax account. The District is now ready to remit all collected sales tax from public First Aid and CPR classes, finalizing our compliance requirements for these programs.
- **DRS Reporting & Payroll Correction:** Discovered and resolved a payroll system software error that incorrectly reported data to DRS, which had temporarily impacted one member's retirement service credit. The system bug has been fixed, and DRS records have been successfully updated to fully restore the member's credits.

Ambulance Billing

- **Ambulance Billing Compliance & Records Catch-up:** Administrative Assistant Brush has updated our internal billing processes, and all 2026 ambulance transport records are now current. He is engaging with SDW to finalize outstanding 2025 records. This initiative fulfills State Auditor directives regarding tracking and auditing our billing.

Training

- Attended a Bank Reconciliation webinar by Springbrook Express on July 14.

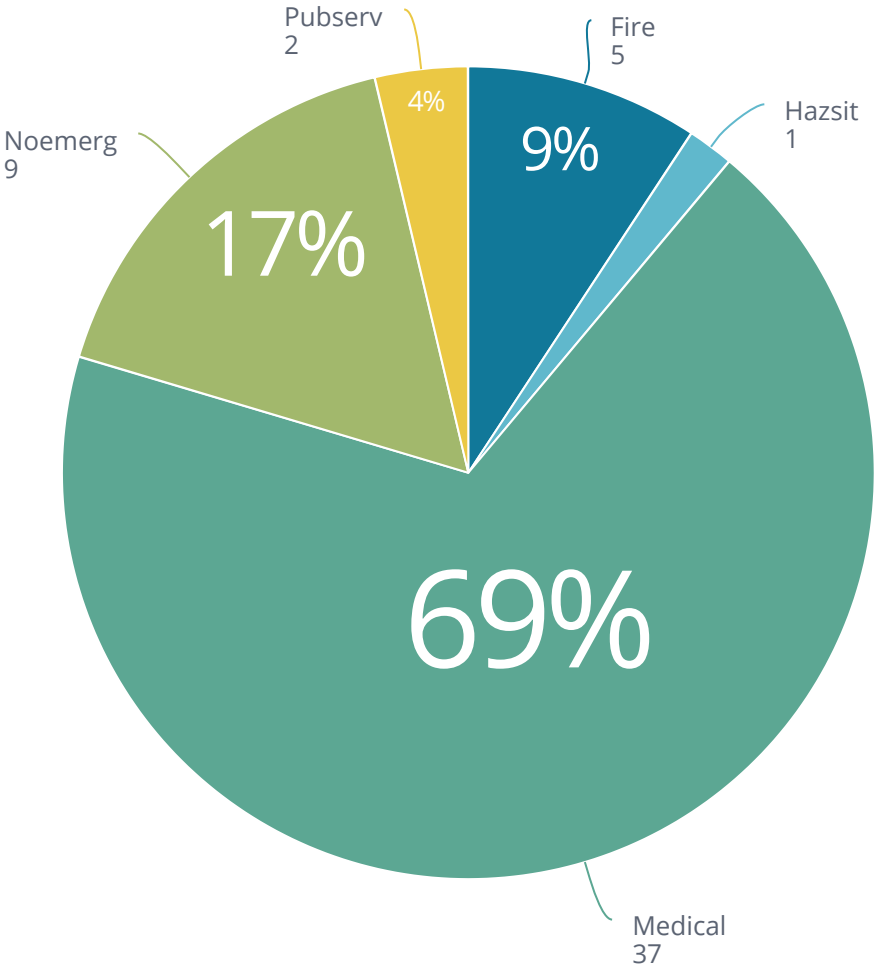
QUILCENE EMERGENCY VOLUNTEERS ASSOCIATION

The **Voter Information Event** occurred June 25 at Station 21. Each of the four county commissioner candidates attended as well as County Park & Rec and Quilcene Cemetery District. Quilcene CARES and Wildfire Ready Neighbors also provided information in addition to Quilcene Fire Rescue. Hot dogs, ice cream, and information were consumed!

QFR Response Stats - June 2026

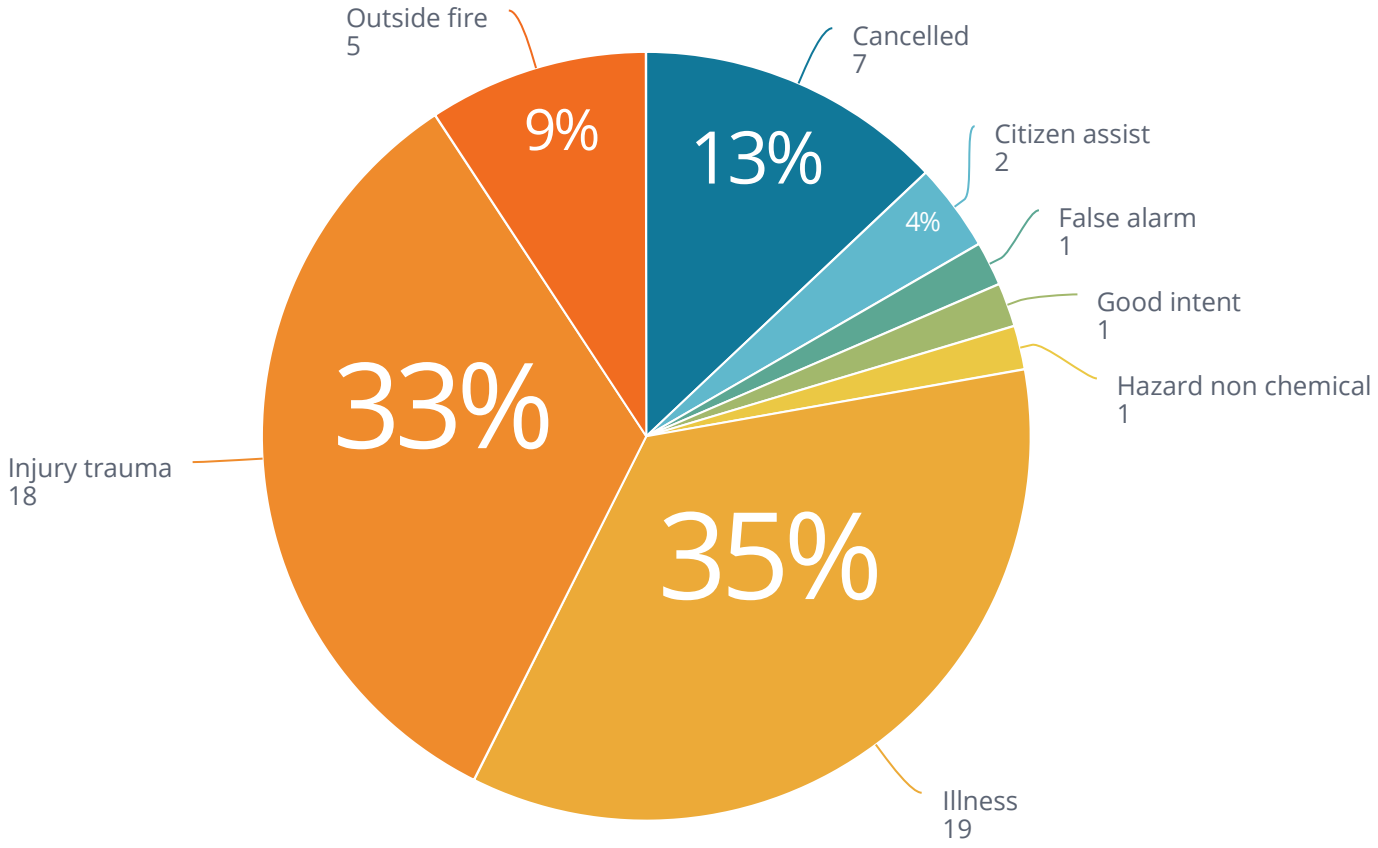
Total Incidents	Medical Incidents	Fire Incidents	Other Incidents	Mutual Aid
Count of Incidents **54**	Count of EMS Calls **37**	Count of Fire Calls **5**	Count of Other Calls **12**	Aid Given **16**
Count of Exposures **0**	Percent of EMS Calls **68.52%**	Percent of Fire Calls **9.26%**	Percent of Other C... **22.22%**	Aid Received **19**

Incidents by Type

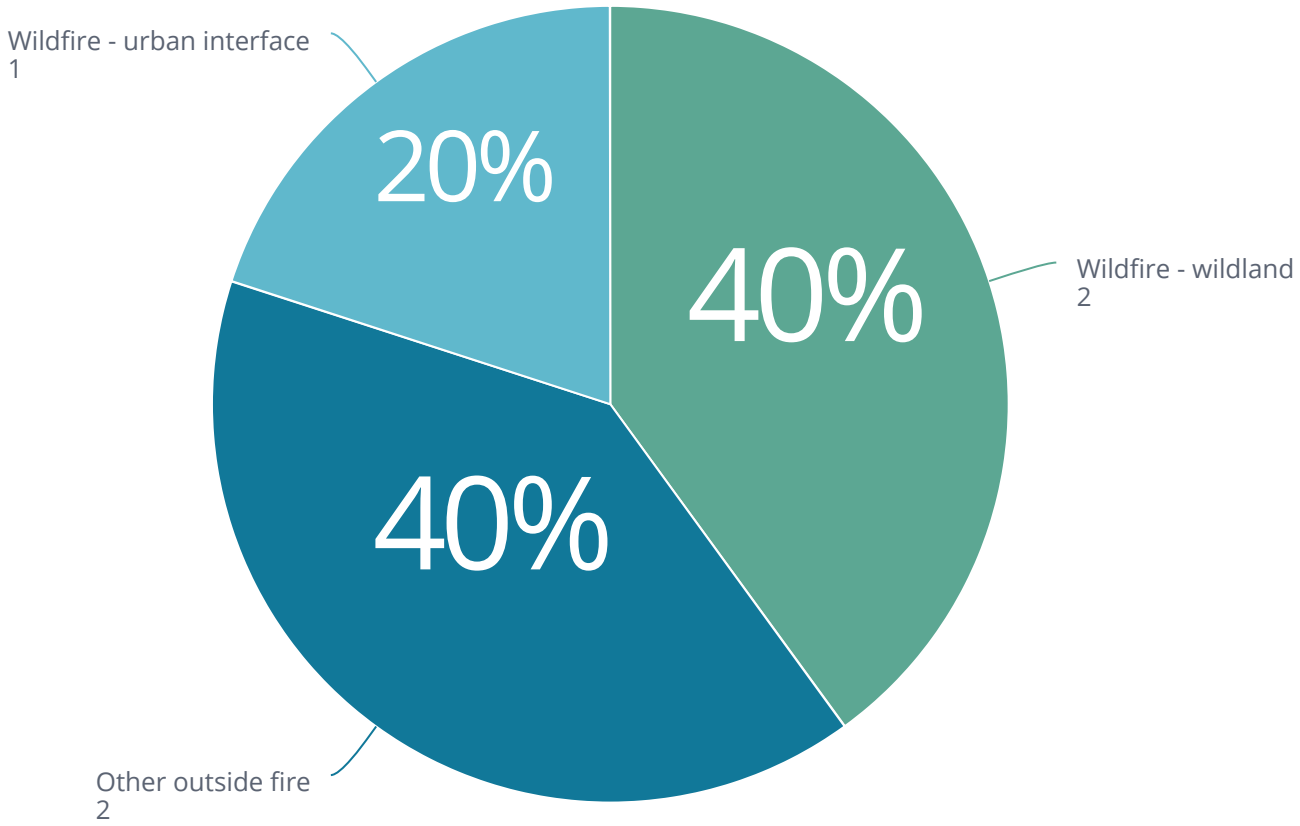


QFR Response Stats - June 2026

Incidents by Sub Category

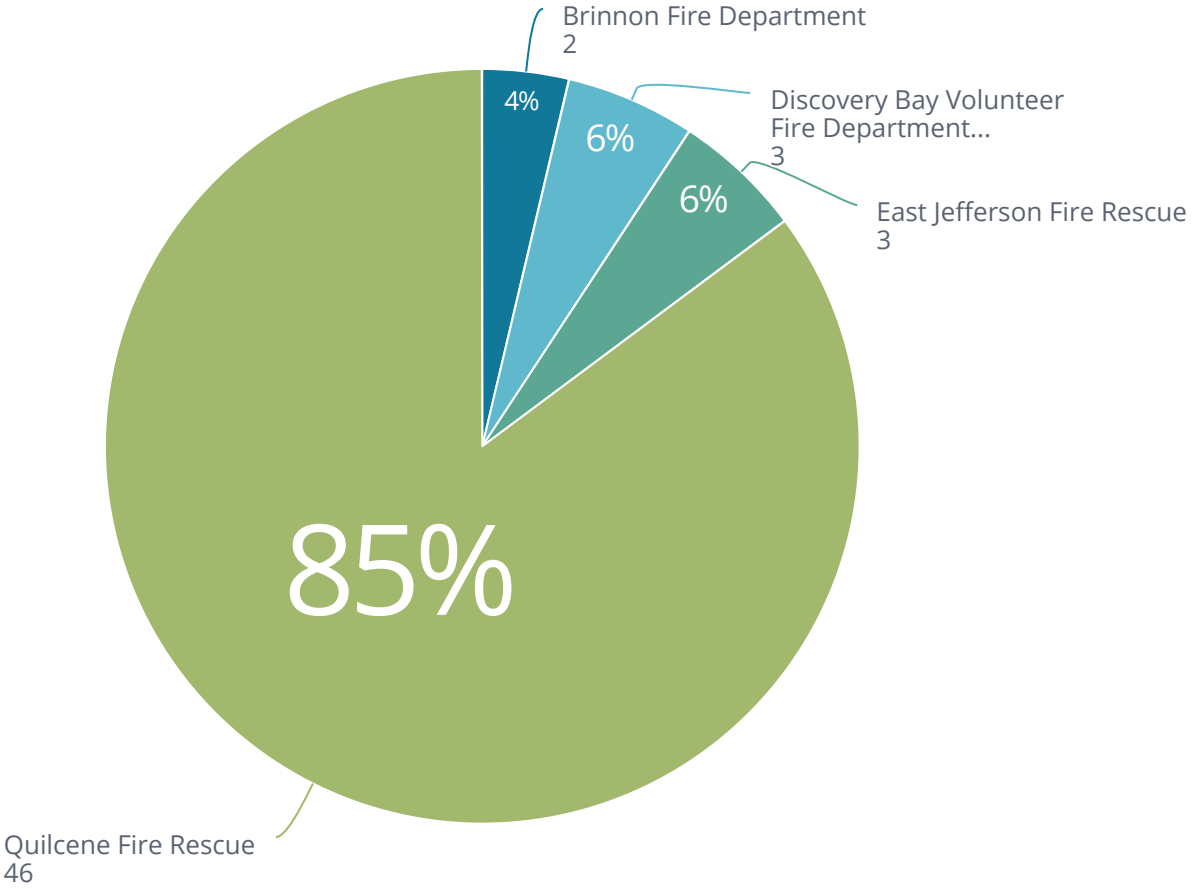


Fire Incidents



QFR Response Stats - June 2026

Incidents by District



TREASURER'S REPORT
Fund Totals

Jefferson County Fire Distr #2

Time: 13:44:26 Date: 07/08/2026

06/01/2026 To: 06/30/2026

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund 662 600 71	568,221.82	159,061.19	62,655.52	664,627.49	0.00	9.95	0.00	664,637.44
040 EMS Fund 662 610 71	421,606.90	205,600.51	52,038.66	575,168.75	0.00	3.90	0.00	575,172.65
070 Capital (Reserve) Fund 662 631 71	2,764,127.44	10,700.33		2,774,827.77	0.00	0.00	0.00	2,774,827.77
	3,753,956.16	**375,362.03**	**114,694.18**	**4,014,624.01**	**0.00**	**13.85**	**0.00**	**4,014,637.86**

TREASURER'S REPORT

Account Totals

Jefferson County Fire Distr #2

Time: 13:44:26 Date: 07/08/2026

06/01/2026 To: 06/30/2026

Cash Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
10	General @ JeffCo	442,651.58	209,767.22	111,929.25	540,489.55	0.00	0.00	540,489.55
20	General Payroll @1st Security	125,070.24	84,112.00	86,507.90	122,674.34	0.00	13.85	122,688.19
25	General Petty Cash @ US Bank	500.00	0.00	0.00	500.00	0.00	0.00	500.00
40	EMS @ JeffCo	421,606.90	205,600.51	51,075.06	576,132.35	0.00	0.00	576,132.35
70	Capital Projects @ JeffCo	2,764,127.44	10,700.33	0.00	2,774,827.77	0.00	0.00	2,774,827.77
	Total Cash:	3,753,956.16	510,180.06	249,512.21	4,014,624.01	0.00	13.85	**4,014,637.86**
		3,753,956.16	**510,180.06**	**249,512.21**	**4,014,624.01**	**0.00**	**13.85**	**4,014,637.86**

7/8/2026 NOTE:
Ending EMS Account shows $963.60 over EMS Fund and ending GEN Account shows $963.60 under GEN Fund. This is an expected condition based on timing of a May payroll adjustement (processed on 6/24/2026) occurring after the normal payroll reimbursement and cash transfer process (on 6/16/2026). Fund and account balances will be reconciled by the next payroll reimbursement and cash transfer process (which will occur on 7/21/2026).
>> Robert Rewitzer, District Secretary RR

TREASURER'S REPORT

Outstanding Vouchers

Jefferson County Fire Distr #2

06/01/2026 To: 06/30/2026

As Of: 06/30/2026 Date: 07/08/2026
Time: 13:44:26 Page: 3

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
							13.85	

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
	0.00	13.85	13.85

7/8/2026 NOTE:
Contacted Chole Austin and determined check 1413 was lost. Stop payment generated on 7/1/2026 and new check issued.
>> Robert Rewitzer, District Secretary RR

TREASURER'S REPORT

Signature Page

Jefferson County Fire Distr #2

06/01/2026 To: 06/30/2026

Time: 13:44:26 Date: 07/08/2026

REVIEWED AND APPROVED

Robt Rewitzer — 7/8/2026

Preparer — Date

Smucker — 7/8/2026

Auditing Officer — Date

JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 2

P.O. BOX 433, QUILCENE, WASHINGTON 98376

BEFORE THE BOARD OF FIRE COMMISSIONERS

IN THE MATTER OF: AMENDING THE 2026 ANNUAL BUDGET TO ACCOMMODATE UNANTICIPATED GRANT REVENUE AND AUTHORIZING CORRESPONDING EXPENDITURES.	**RESOLUTION NO. 2026-006**

WHEREAS, the Board of Fire Commissioners of Jefferson County Fire Protection District No. 2 adopted the annual budget for the calendar year 2026 at a regular meeting held on November 17, 2025: and

WHEREAS, subsequent to the adoption of the 2026 budget, the District received an unanticipated grant in the amount of **$19,604** from Department of Natural Resources to upfit and outfit the wildland fire brush truck acquired through the DNR surplus program; and

WHEREAS, these grant funds were neither anticipated nor included in the original 2026 revenue projections or expenditure appropriations; and

WHEREAS, the Board of Fire Commissioners desires to maintain an accurate and transparent financial record by formally amending the budget to reflect this increase in both revenue and expenditures; now, therefore, be it

RESOLVED, by the Board of Fire Commissioners of Jefferson County Fire Protection District No. 2, as follows:

Revenue Amendment: The 2026 Estimated Revenue for the General Fund is hereby increased by **$19,604**, specifically designated under State Grants.

Expenditure Amendment: The 2026 Appropriations/Expenditures for the General Fund are hereby increased by **$19,604**, specifically designated under Equipment and Tools.

Execution: The District Secretary is authorized to make the necessary accounting entries to reflect these adjustments in the District's financial systems.

ADOPTED, by the Board of Fire Commissioners of Jefferson County Fire Protection District No. 2 at a regular open public meeting thereof, held this 20th day of July 2026.

	YEA	NAY	∅
Marcia Kelbon, Commissioner, Chair	X		
Melody Bacchus, Commissioner	X		
Art Frank, Commissioner	X		

ATTEST:

Robert Rewitzer, District Secretary

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