

CLALLAM COUNTY FIRE PROTECTION DISTRICT NO. 6

7810 La Push Road • PO Box 2385 • Forks, WA 98331

Monthly Commissioner Meeting Minutes December 20, 2021

Meeting convened on December 20, 2021, at 19:00, at Three Rivers Fire Hall, by Commissioner Chip Keen.

Commissioners Present: Chip Keen, Tom Rosmond, Scott Horton

Officers Present: Aleilah P Lawson (Secretary), Jason Annis (Interim Chief)

Other Attendees: Patt Bruce

Changes/Additions to Agenda – None

Minutes: Minutes of the November 22, 2021, meeting were read, approved, and signed by all three commissioners.

Secretary's Report

1. 2022 budget, levy resolution and certification were filed with the County on November 23, 2021.
2. Update on NFIRS Reporting: Aleilah will follow up on an NFIRS training on data quality to ensure accurate reporting.

Financial Report:

1. Eight warrants totaling \$3,141.98 were requested on the Claims Payment Request dated 12/20/2021 as follows:
 - \$83.04 for monthly utilities
 - \$250.00 for WFCA annual dues
 - \$100.00 for WSFA annual dues
 - \$298.46 for office supplies
 - \$450.00 for secretarial services
 - \$1,140.00 annual BVFF remittance
 - \$488.25 for equipment maintenance
 - \$332.23 for operating supplies

Chip moved to approve the request. Scott seconded. All three commissioners signed the Claims Payment Request.

2. The district's financial statement for November 2021 was reviewed and approved by all three commissioners. It was noted that additional timber sales revenue was received as well as an increase in the investment account.
3. Payroll certification was approved, pending receipt of timesheets for the period 10/18/2021 through 12/19/2021.

Chief's Report – none

Mechanic's Report – None

Other Reports – None

Old Business

1. Chip described a spreadsheet he created estimating the number of people in District 6 at its maximum seasonal population. Included in the spreadsheet are the number of campsites at Mora Campground, parking places at Rialto Beach, including the Quileute side, villagers in La Push, and parking places at Second and Third Beaches. Also included was a report from the County Assessor's Office showing the number of residences in the district.

Chip spoke with Quileute Chief of Police Michael Foster and Emergency Management Coordinator Kevin Harris about evacuation planning, particularly with respect to crossing the river and other details. Chip also relayed that CCFD01 Chief Bill Paul is amenable to another tender located at the Quillayute Airport.

Chip signed up for the county-wide emergency response group headed by Undersheriff Ron Cameron. He will email the Undersheriff re representing CCFD06 in lieu of Scott Swagerty. Resources available on the county emergency management webpage include a 70+ page document on evacuating people out of airports using private pilots. County and State emergency preparedness plans are also available to download from the site.

2. No progress to report on the community fire extinguisher event. Aleilah left a message with Fire Chief Equipment about scheduling possibilities but has not yet heard back from them. It was noted that the district fire extinguishers inspection had recently been completed.
3. The deadline for the AFG application has been extended from December 17, 2021, to January 21, 2022. The additional time allows for adding a new compressor/filling station to the grant request. The current compressor is obsolete and will not work with the new high-pressure SCBA cylinders. It was agreed to add a request for a new filling station to the grant request.
4. Aleilah reported that the DNR Phase 2 grant provisions explicitly exclude PPE from allowed purchases. It was agreed to purchase turnouts for the new volunteers from existing CCFD06 funds. Aleilah will follow up with an email to the commissioners and chief describing what is available under the Phase 2 grant. She also noted that the Phase 1 grant will reopen in March 2022, and does allow PPE purchases.

New Business

1. Re-elected Commissioner Tom Rosmond was sworn in by Lead Commissioner Chip Keen and congratulated on his re-election.
2. Annual tax-exempt certificates for purchase of diesel and gasoline from PetroCard were reviewed and signed by Chip.

3. Jason described the need for a portable gas analyzer, useful for determining what gas is compromising air quality on gas leak calls. Jason will check with FD01 to see what model they are using and report back.
4. DNR contract vaccination requirement was discussed. During discussion, it was noted that the possibility of religious exemption may apply to a number of District 6 firefighters. Jason will talk with those individuals. If it is determined the requirements for religious exemptions are met, Aleilah will draft a COVID-19 vaccination verification plan for review and submission to DNR. In the event that the requirements are not met, District 6 opts to refrain from submitting the requested COVID-19 vaccination declaration.

Announcements: Aleilah gave Jason information on upcoming training possibilities including a DVD set on wildland urban interface training and an in-person firefighter training conference.

Meeting adjourned at 20:05.

Read and approved on January 17, 2022, by:

Commissioner Chip Keen

Commissioner Scott Horton

Commissioner Tom Rosmond

Secretary Aleilah P Lawson