

CLALLAM COUNTY FIRE PROTECTION DISTRICT NO. 6

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

Monthly Commissioner Meeting Minutes February 21, 2022

Meeting convened on February 21, 2022, 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, District Secretary; Jason Annis, Interim Chief

Other Attendees: Patt Bruce, Mac Farrell

Changes/Additions to Agenda – Old Business, item 4, turnouts, was added to the agenda.

Minutes: Minutes of the January 17, 2022, meeting were read, approved, and signed by all three commissioners.

Secretary's Report

1. Aleilah requested reactivating the district's Emergency Reporting System (ERS) account for improving incident reporting and fire district management. The request was approved and she will reactivate the account.
2. Changes to the Three Rivers Fire Department website's Archive page have been completed. Tom reminded the group that updating the website pictures is needed. New pictures will be taken at one of the upcoming training nights once the days are longer.
3. Aleilah shared that former volunteer Oscar Fields passed away on January 17, 2022. His valued service to the district was remembered and appreciated.

Financial Report:

1. Seven warrants totaling \$3,080.12 were requested on the Claims Payment Request dated 02/21/2022 as follows:
 - \$236.82 for monthly utilities
 - \$759.50 for outdoor repairs and maintenance
 - \$14.18 for building repairs and maintenance
 - \$256.75 for equipment
 - \$300.00 for dispatch services
 - \$62.87 for office supplies
 - \$1,450.00 for organizational support services

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

2. The district's financial statement for January 2022 was reviewed and approved by all three commissioners. It was noted that there was a \$2,307.13 debit from the investment account. Aleilah will follow up with the county to determine the nature of the deduction.

3. Payroll. A discussion was held on continuing the practice of monthly payroll for the Chief position. It was concluded that the practice will be discontinued for the duration of the current Interim Chief's position. Thus, there will be no payroll certifications filed with the county until such time as reinstatement of the practice occurs.

Chief's Report – Jason reported that only minor incidents have occurred during the past month. He also reported that the current radio was operating on a temporary license which was expiring. Jason will call Richmond Radio to have it picked up. It may prove useful at the Quillayute Airport site in the future.

Mechanic's Report – None

Other Reports – None

Old Business

1. Chip reported that he met with 8 people from Olympic National Park the previous Friday to discuss hazard mitigation and disaster preparedness within District 6 and surrounding areas. ONP staff member Tami Smith shared the park is mandated to plan an escape route for park employees. Peak season visitors for Rialto Beach can be as high as 1,000 people. The group discussed the need for an evacuation path up the hill from the beach to the airport. It was agreed that evacuation would need to be primarily on foot due to the projected bare minimum amount of time available between earthquake and arrival of tsunami.

There is a primitive trail through a wilderness area that leads to a flat area at about 200-300 feet elevation. The park cannot sign off on trail improvements but can look for ways to make it work.

The group took a walk through at the Quillayute Airport. Chip described the possibilities of the balloon building, well with solar array, positioning of Conex boxes, and general set up of the airport as a western Washington coast emergency supply depot. The ONP group members are in favor of the set up but it is outside their purview.

Chip then shared information with us on creating a FEMA mitigation plan. He discovered several resources to help create mitigation strategies for District 6. He shared the seven core capabilities of FEMA's National Mitigation Framework (see attachment). He recommended we begin with identifying threats and hazards in our district with an emphasis on operational coordination with La Push and Forks. Community engagement is a critical aspect of the framework. Creating a new community survey was briefly discussed as a way to outline plans, create a resource list (DC cats, etc.), creative ways to cross the Dickey and Quillayute rivers, and other important mitigation planning elements.

Century West, the firm working with the City of Forks on an updated airport plan, has responded to our initial email offering to share the design plans for the solar array,

requesting more information about the district's vision/plans for utilizing airport resources. Chip and Aleilah will follow up with Century West.

2. Aleilah reported that two Assistance to Firefighters Grant proposals were successfully submitted on January 21, 2022. The larger, regional grant partners with FD01 and La Push Fire Departments for the purchase of SCBAs. A separate application for a compressor/filling station for FD06 was also submitted. Aleilah worked closely with FD01 Chief Paul and Annie Foster, grant writer for Quileute Tribe, to collect data and frame the grant proposals.
3. Jason identified a vendor for the portable gas analyzer the district needs to purchase. Aleilah is in the process of exploring how best to pay for it. Vendors accepting payment after delivery have a 6+ month delivery time frame. The unit is available sooner through Amazon. Chip made a motion to authorize the purchase of the portable gas analyzer. Scott seconded the motion, and it was passed unanimously.
4. Chip asked about the status of ordering turnouts for new recruits. Jason will follow up on ordering one for Jacob.
5. In response to last month's discussion on online receipt of neo-Nazi spam materials, Tom added a spam filter to the account in question. He also shared very useful directions on how to build a spam filter for any volunteers who would like to protect their accounts as well.

New Business

1. Aleilah reported on a discussion she had with FD01 Chief Paul re working with a company for cost recovery of incident response costs. Chip made a motion for Aleilah to research the possibilities. Tom seconded the motion, which passed unanimously.
2. Aleilah shared that District 1 pays a stipend to its volunteers to help offset the cost of gas and other expenses when responding to calls and training. Currently stipends are offered at a rate of \$10 per call and per one hour of Tuesday night training. Aleilah will follow up with Chief Paul for more details.

Announcements: Long-time volunteer firefighter Mac Farrell tendered his resignation, effective February 22, 2022. All in attendance shared their appreciation to Mac for his 17 years of service to District 6. He will be much missed.

Meeting adjourned at 20:14.

Read and approved on February 21, 2022, by:

Commissioner Chip Keen

Commissioner Scott Horton

Commissioner Tom Rosmond

Secretary Aleilah P Lawson