

CLALLAM COUNTY FIRE PROTECTION DISTRICT NO. 6

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

Monthly Commissioner Meeting Minutes May 30, 2022

Meeting convened on May 30, 2022, at 19:05, at Three Rivers Fire Hall, by Commissioner Chip Keen.

Commissioners Present – Chip Keen, Tom Rosmond, Scott Horton

Officers Present – Aleilah P Lawson, District Secretary; Scott Swagerty, Deputy Chief (via phone)

Other Attendees – None

Changes/Additions to Agenda – None

Minutes: Minutes of the April 18, 2022, meeting were read, approved, and signed by all three commissioners.

Secretary's Report

1. Aleilah reported that NFIRS reporting continues to be minimal. She received a new quote from ERS for a streamlined version of their reporting software. She will do a cost analysis to see if it is worth the expense. Aleilah also reported that the Annual Report was completed and submitted to the State Auditor in a timely fashion.

Financial Report:

1. Eight warrants totaling \$3,378.78 were requested on the Claims Payment Request dated 05/30/2022 as follows:
 - \$234.36 for monthly utilities
 - \$928.64 for operational supplies
 - \$630.78 for travel expenses
 - \$90.00 for business license fee
 - \$1,450 for organizational support services
 - \$45.00 for bidding manual

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

2. The district's financial statement for April 2022 was reviewed and approved by all three commissioners.

Chief's Report – Deputy Chief Swagerty reported there had been two calls this month. He will be returning to the Chief position in June. He is contemplating changing training night to once per month. A few of FD06 volunteers have been attending FD01 training nights. Aleilah noted that these out-of-district trainings need to be documented. She recommended using the Tuesday Drill Night Training logs formerly in use. Chief Swagerty said he will call a mandatory meeting to regroup, and recommend any volunteers who can't

meet their obligations take a break from service. Chip will attend the meeting to discuss the auxiliary fire station expansion at the airport as well as other possibilities.

Mechanic's Report – None

Other Reports – None

Old Business

I. Auxiliary fire station project – Chip Keen

Rod Fleck forwarded an email exchange he had with Agnes Fisher, who is a Planner at the FAA's Seattle Airports District Office, which states:

Rod, Thank you for the quick response to my telephone call and email. I believe your idea is a good one, to designate the sites as future Fire Department facility in the ongoing master plan and on ALP to be developed. I acknowledge receipt of your information and will get back to you with a section 163 determination.

"Section 163" is the rule governing construction at airports. Among other things, it considers three specific "zones of interest:" those land uses that: (i) materially impact the safe and efficient operation of aircraft at, to, or from the airport; (ii) adversely affect the safety of people or property on the ground adjacent to the airport as a result of aircraft operations; or (iii) adversely affect the value of prior federal investments to a significant extent.

Joe Wright, who is active in the Clallam County Radio Club, has two HF radios for us. They were "donated by a gentleman that seems to be a magnet for radios that need a home." He's planning to attend our June commissioners meeting.

I stopped by the timber frame building under construction across the highway from Andersonville and met Eric Day, who's the one building it. He gave me a tour of it, said he'd be interested in making a bid on our proposed auxiliary fire station at the airport.

2. Portable gas analyzer purchase – Aleilah reported that the analyzer has been received. Chip gave it to Jason who will train FD06 volunteers on its use.
3. WFOA Spring Seminar – Commissioners Chip Keen, Scott Horton, Tom Rosmond, and District Secretary Aleilah P Lawson attended the April 30, 2022, Spring Seminar held in Suquamish WA. All agreed it was well worth their time to attend.
4. Richmond Radio update – Scott had no new information. He will call them to find about the status of getting the Canadian approval of frequencies.
5. Chip and Aleilah reported on their review and discussion of the FEMA Hazard Mitigation Assistance HMGP Pre-Application that could provide funding for the auxiliary fire station project. They concluded that this grant is not a good fit for FD06 as it focuses on flood mitigation. It was agreed to pass on applying for this grant.

6. West End Operational Meetings – Chip Keen

April 28th

- Handed out a “homework assignment” which was a four-page questionnaire for FEMA’s Threat and Hazard Identification and Risk Assessment Stakeholder Preparedness Review (THIRA SPR). I completed it and emailed it back on May 10th.
- Cascadia Rising tabletop exercises scheduled for June 13 through 16 in Port Angeles.
- Clallam’s Comprehensive Emergency Management Plan is mostly done should be “good for another five years.”
- Announced that there will be CERT training sometime in July at Peninsula College.

May 26th

- THIRA SPR – District 6 is the only respondent in the West End so far.
- Navy is in the area scoping out beaches for emergency evacuation sites – spending most of their time on the Straits, not looking at La Push.
- The North Olympic Development Council will have another meeting on June 22 to prioritize the projects that Aleilah and I helped to put on the list. In July there will be another meeting with representatives from FEMA, USDA, the Federal Reserve Bank, and the EDC to talk about grants that they’re offering and their objectives.
- Bill Carter has a map showing radio tower height restrictions for Fairchild, Anne at the EOC will put me in touch with him.

New Business – None

Announcements – None

Meeting adjourned at 19:55.

Read and approved on June 20, 2022, by:

Commissioner Chip Keen

Commissioner Scott Horton

Commissioner Tom Rosmond

Secretary Aleilah P Lawson