

CLALLAM COUNTY FIRE PROTECTION DISTRICT NO. 6

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

Monthly Commissioner Meeting Minutes

December 11, 2023

Meeting convened on December 11, 2023, at 13:30, at Three Rivers Fire Hall, by Commissioner Chip Keen.

Commissioners Present – Chip Keen, Scott Horton, Tom Rosmond

Officers Present – Aleilah P Lawson, District Secretary; Scott Swagerty, Chief

Other Attendees – None

Changes/Additions to Agenda – None

Minutes – Minutes of the November 13, 2023, meeting were read, approved, and signed by all three commissioners.

Secretary's Report

1. 2022 AFG Update / Plans for 2023 grant cycle. Aleilah reported that turndown letters have been received for the 2022 AFG PPE and Vehicle grant applications. Chip shared that Anne Chastain from the County has offered to review our previous applications for recommendations on how to improve our 2023 applications for same. The new cycle is expected to open in January 2024.
2. 2023 General Election Validation Figures. Aleilah shared the validation figures for the November 2023 election in which Commissioner Horton was re-elected. Voter turnout in the District was 37.87%.
3. 2024 Jurisdiction Survey. Aleilah shared a copy of the 2024 survey, noting next election will be 2025 for Commissioner Keen, followed by Commissioner Rosmond in 2027.

Financial Report

1. DNR Q3 Revenue Estimates. The latest estimates from the DNR were reviewed, noting a 15.29% increase in Q3. 2024 projections are about the same as 2023. There is a notable increase projected for 2025.
2. Financial Statement. The November 2023 financial statement was reviewed and approved by all three commissioners.
3. Seventeen warrants totaling \$4,985.86 were requested on the Claims Payment Request dated 11/13/2023 as follows:
 - \$45.88 for dispatch services
 - \$90.48 for fuel
 - \$967.74 for handheld radios
 - \$253.31 for utilities (2 warrants)

- \$105.68 for office supplies (2 warrants for postage, printer paper, envelopes)
- \$223.49 for ham radio training materials and support (5 warrants)
- \$199.28 for operating supplies (3 warrants)
- \$1,450.00 for organizational support services
- \$1,650.00 for Board of Volunteer Firefighters annual disability and pension fees

Commissioner Rosmond moved to approve the request. Commissioner Horton seconded the motion. The motion was approved, and the Claims Payment Request was signed.

4. Chief Swagerty's timesheet covering the period of 11/13/2023 through 12/10/2023 was approved and signed by Lead Commissioner Keen. A Payroll Certification was approved and signed by the commissioners for submission to the county for processing.

Chief's Report

1. Incidents/Calls. Chief Swagerty reported a quiet month. There was an icy motor vehicle accident involving five people. Minor injuries were sustained. FD06 also provided a LifeFlight assist in La Push.
2. Training. Chief reported that the team will finish EVIP training tomorrow. Next up will be drive training over the next few weeks. The district's three new trainers have done a great job teaching the EVIP class. Certification cards are being made. There has been a request to redesign the FD06 arm patch. Chief will follow through on this.
3. Equipment. Chief initiated a discussion about electric vehicle fires. It takes about 40,000 gallons of water to extinguish an EV fire. Chief shared information about a device that will disable running EVs and a fire-retardant blanket that will smother the EV fire quickly. He requested authorization to purchase a dual-use unit to disable a running EV (\$995) and one fire-retardant blanket (\$1,800). Commissioner Keen made a motion to approve the purchases, Commissioner Horton seconded the motion, and it was passed unanimously.
4. Other. Instituting the use of background checks for incoming volunteer firefighters was discussed. Aleilah shared that Washington State Patrol offers background checks for \$11. She will add a permission section to the VFF application. A section for reference checks will also be added.

Chief reported that WSRB will be coming by September 2024. He also reported that he has spoken with Quillayute Valley Construction. They will be submitting a quote for the building and installation of 16 firefighter cubbies.

5. **Mechanic's Report –Other Reports** – None

Commissioner's Report

1. Radio Communications. Steve Ward, John Fryer, Jerrod Chapman, Maria Soha, Devin Hoyt, and Tyler Maxfield have signed up for the Technician license class. We had our second class last week. We've scheduled them at 5:00 pm on Tuesdays, which will give time for the Ham Radio School online presentations and our participation in the weekly Clallam County Amateur Radio Emergency System (CCARES) check-ins that start at 6:30 pm.

HamRadioSchool.com was conceived and founded by Stu Turner, a science and engineering educator with decades of experience. The site offers training on all three Ham license levels (Technician, General, and Extra). The Technician course costs \$15.95 for a 6-month subscription to the online videos plus \$19.95 for the 190-page book that supplements the videos. I've purchased seven of the books – one for each student and one for me to follow along with. The video course is 10 hours long, which I've broken out into eight class sessions. The license exam is scheduled for Saturday, January 27th at the 3 Rivers Fire Hall. There will be a \$50/person fee for the exam which FD06 will pay.

Ed Bowen, the CCARES coordinator for Sekiu / Clallam Bay, is setting up a ham net tomorrow night so that the students can practice talking on the 2-meter band using the Gunderson repeater. Ed has also provided ARRL frequency-band charts for the students.

2. Emergency Preparedness – West End Area Meeting. Ron Cameron is retiring this coming Friday. He's been the moving force in Clallam County Emergency Management, but the team he's built during his tenure will carry on his work.

Code Red, the mass notification app that CCEM has been using for years, is being replaced by Everbridge after the first of the year. Despite CCEM promoting Code Red at all of their outreach functions, they've signed up less than half of Clallam County residents (i.e., about 30,000 people). Everbridge has 60,000 residents already in their database. Everbridge will also enable notifications that can be fine-tuned to particular neighborhoods or jurisdictions.

If we want sandbags or sandbag training, the Army Corps of Engineers is the "go-to" agency. Kevin Harris, Sargent of Police and Emergency Management in La Push, says they responded immediately to his request.

CCEM is planning their training schedule for the next three years starting in January. If we have training needs, let them know so that they can work it into their budget.

3. Solar Plus Storage Project. From Kevin Wright: We have been making steady progress. The site visit and data collection yielded much to consider. Andy and Adam are busy creating site plans, layouts and organizing data. A key piece is

the development of typical airport loads and theoretical emergency loads. This has taken some thinking, but we now have a plan.

I've agreed to give a presentation to the Chamber of Commerce on January 3rd on "revitalizing the Quillayute Airport for community resilience." Rod Fleck will add something about the FAA grant that Forks has received to improve the grounds and the building.

Other Reports – None

Old Business - None

New Business

1. **Donation and thank you letter.** Commissioner Keen shared that Mike Carlson, one of our neighbors on Mora Road, has donated \$250 in support of the volunteer fire department. He appreciates seeing that the volunteers are active and engaged again after a few lean years. The commissioners signed a letter to Mr. Carlson, thanking him for his generous donation.

Announcements – None

Next Meeting – January 8, 2024, 13:30 pm

Meeting adjourned at 14:45.

Read and approved on January 8, 2024, by:

Commissioner Chip Keen

Commissioner Scott Horton

Commissioner Tom Rosmond

District Secretary Aleilah P Lawson